Gi Group India Compliance Newsletter

October'26 Edition



Dear Reader,

We are delighted to present the October'26 edition of our monthly Compliance Newsletter. The newsletter will help you stay updated with the latest regulatory changes, notifications, and amendments.

In this edition of our monthly Compliance Newsletter, we bring you the latest Minimum Wages revisions notifications from Odisha, Madhya Pradesh, Jharkhand, Chhattisgarh, Uttarakhand, Meghalaya and Central Minimum Wages.

Further, we have also appended the notifications and amendments released in the month of October'26. Some of the important announcements made in this newsletter are circular regarding Funeral Expenses under Rule 21 of the Social Security Central Rules, 2026 w.e.f 08th May 2026 in ESI, final notification of the Uttar Pradesh Industrial Relation Rules, 2026 and many more.

Read further to know more!

Best Regards,
Gi Group India

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About Gi Group India

Gi Group India is one of the world's leading human capital solutions and services provider, offering services in various domains of talent acquisition and management. The group is active in the fields of Temporary and Permanent Staffing, Site Managed Services, Search & Selection, Domestic & International Recruitment, Recruitment Process Optimization (RPO), Executive Search, and HR Consulting & Training. We have direct and indirect presence and strategic partnerships in about 57 countries across Europe, Asia, America, and Africa. Gi Group has developed strong expertise through its specialist divisions and dedicated local and international teams.

Gi Group has been present in India for the last two decades, helping clients implement highly crucial projects by hiring and managing great talent. In India Gi Group actively works with customers across the country through a network of offices in 10 major cities. We help organizations achieve accelerated growth by helping them acquire the right kind of talent and providing them with a continuum of staffing solutions, from short-term to long-term and incidental to strategic, for organizations of all sizes and across multiple locations.

Our list of clients ranges from global Fortune 500 companies to large Indian Companies and New Economy Startups. We service our customers through a combination of technology and an extremely agile and responsive team of recruiters and process specialists, thus enabling our clients to focus on business performance and productivity. Ranked globally and in India as one of the largest staffing firms by Staffing Industry Analysts, Gi Group is also a global corporate member of the World Employment Confederation (formerly CIETT).

In India, Gi Group is one of the founding members of the Indian Staffing Federation (ISF).
Gi Group is also a long-term strategic member of the National HRD Network.

Minimum Wage Revision

The Odisha Minimum Wages Notification

The Government of Odisha vide No. 8393 dated 08/10/2026, has revised the minimum wages effective from 1st October,2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

State: Odisha		
Effective Date: 01/10/2026		
Category: 91 Scheduled Employment including Shops & Commercial Establishment		
Class of Employment	Per Day Minimum Wages	Per Month Minimum Wages
Unskilled	478	12428
Semi-skilled	528	13728
Skilled	578	15028
Highly Skilled	628	16328

The Madhya Pradesh Minimum Wages Notification

The Government of Madhya Pradesh vide No. 1-05/11/AW/5/2024/22283 dated 30/09/2026 has issued revision of minimum wages for various schedules employment with effect from 01st October 2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

State: Madhya Pradesh			
Effective Date: 01/10/2026			
Category: Shops & Commercial Establishment			
Class of Employment	Basic Per Month	VDA Per Month	Total Per Month
Unskilled	9575	2850	12425
Semi-skilled	10571	2850	13421
Skilled	12294	2850	15144
Highly Skilled	13919	2850	16769

The Meghalaya Minimum Wages Notification

The Government of Meghalaya vide No. LE&SD.9/2023/Pt/33 has issued revision of minimum wages for various schedules employment with effect from 01st October 2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

State: Meghalaya		
Effective Date: 01/10/2026		
Category: 29 Scheduled Employments		
Category	Minimum Wages Per Day	Minimum Wages Per Month
Unskilled	564	14664
Semi-Skilled	608	15808
Skilled	650	16900
Highly Skilled	693	18018

The Central Minimum Wages Notification

The Ministry of Labour and Employment Vide File No. 6/1/2026-VDA, has revised the minimum wages effective from 1st October 2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

Central Minimum Wages			
Effective Date : 01/10/2026			
Category: Industrial Workers - Construction or Maintenance of Roads or Runaways or in Building Operations Including Laying Down Underground Electric, Wireless, Radio, Television, Telephone, Telegraph and Overseas Communication Cables and Similar Other Underground Cabling Work, Electric Lines, Water Supply Lines and Sewerage Pipe Lines			
Category	Zone A	Zone B	Zone C
Unskilled	21840	18304	14690
Semi-Skilled	24258	20644	17186
Skilled	26624	24258	20644
Clerical	26624	24258	20644
Highly Skilled	28886	26624	24258

The Jharkhand Minimum Wages Notification

The Government of Jharkhand vide No. 2/MW-2071/2010 (Part-3) L&T-1604 dated 15th Oct'26, has issued revision of minimum wages for various schedules employment with effect from 01st October 2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

State: Jharkhand				
Effective Date: 01/10/2026				
Nature of Employment: 77 Scheduled Employment including Shops & Establishment				
Category	Area	Basic Wages	VDA	Total Minimum Wages
Unskilled	A	12168	1418	13586
Semi-Skilled	A	12766	1487	14253
Skilled	A	16822	1960	18782
Highly Skilled	A	19396	2260	21656
Unskilled	B	11596	1351	12947
Semi-Skilled	B	12168	1418	13586
Skilled	B	16042	1869	17911
Highly Skilled	B	18512	2157	20669
Unskilled	C	11050	1287	12337
Semi-Skilled	C	11596	1351	12947
Skilled	C	15288	1781	17069
Highly Skilled	C	17628	2054	19682

The Chhattisgarh Minimum Wages Notification

The Government of Chhattisgarh vide Serial No. 8/New Way/Sh.A/2026/2660, has issued revision of minimum wages for various schedules employment with effect from 01st October 2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

State: Chhattisgarh				
Effective Date: 01/10/2026				
Category: Various including Shops & Commercial Establishment				
Category	Zone	Basic Per Month	VDA Per Month	Total Per Month
Unskilled	A	8320	3214.8	11534.8
	B	8060	3214.8	11274.8
	C	7800	3214.8	11014.8
Semi-Skilled	A	8970	3214.8	12184.8
	B	8710	3214.8	11924.8
	C	8450	3214.8	11664.8
Skilled	A	9750	3214.8	12964.8
	B	9490	3214.8	12704.8
	C	9230	3214.8	12444.8
Highly-Skilled	A	10530	3214.8	13744.8
	B	10270	3214.8	13484.8
	C	10010	3214.8	13224.8

The Uttarakhand Minimum Wages Notification

The Government of Uttarakhand vide Notification No. 3259/4-01/2024, has issued revision of minimum wages for various schedules employment with effect from 01st October 2026. Please refer to the table below for the revised minimum wages and notification appended herewith for more details:

State: Uttarakhand				
Effective Date: 01/10/2026				
Category: Various including Shops & Commercial Establishment				
Class of Employment	Class of workers	Basic Wages Per Month	VDA Per Month	Minimum Wages Per Month
Unskilled	For Adult Workers in Towns of More Than One Lakh Population	12539	634	13173
Unskilled	For Remaining Parts of the State	12391	634	13025
Semi-skilled	For Adult Workers in Towns of More Than One Lakh Population	13280	634	13914
Semi-skilled	For Remaining Parts of the State	13110	634	13744
Skilled	For Adult Workers in Towns of More Than One Lakh Population	14023	634	14657
Skilled	For Remaining Parts of the State	13838	634	14472
Clerical Category – I	For Adult Workers in Towns of More Than One Lakh Population	15275	634	15909
Clerical Category – I	For Remaining Parts of the State	15035	634	15669
Clerical Category – II	For Adult Workers in Towns of More Than One Lakh Population	14340	634	14974
Clerical Category – II	For Remaining Parts of the State	14139	634	14773

Notifications/ Circulars/ Amendments



Notification regarding Funeral Expenses under Rule 21 of the Social Security Central Rules, 2026 w.e.f 08th May 2026 in ESI

The Employees State Insurance Corporation Vide No. N-12011/1/2023-P&D, has released Notification dated 07th October, 2026 regarding Funeral Expenses as Rs. 20,000 under Rule 21 of the Social Security Central Rules, 2026 w.e.f 08th May, 2026. Please refer to the notification appended herewith for more details.

Final Notification of the Uttar Pradesh Industrial Relation Rules, 2026

The Government of Uttar Pradesh Vide No.1178/36-2-2026-1394213, has released Final Notification of the Uttar Pradesh Industrial Relation Rules, 2026. Please refer to the notification appended herewith for more details.

Notification of the Code on Social Security (Mizoram) Rules, 2026

The Government of Mizoram Vide No. B.14015/6/2019-LESDE, has released Notification of the Code on Social Security (Mizoram) Rules, 2026. Please refer to the notification appended herewith for more details.

Notification of the Mizoram Occupational Safety, Health and Working Conditions Rules, 2026

The Government of Mizoram Vide No. B-11011/12/2026-LESDE, has released Notification of the Mizoram Occupational Safety, Health and Working Conditions Rules, 2026. Please refer to the notification appended herewith for more details.

Final Notification of the Chhattisgarh Code on Wages Rules, 2026

The Government of Chhattisgarh Vide No. RULE-5/15/2026-LABOUR, has released Final Notification of the Code on Wages (Chhattisgarh) Rules, 2026. Please refer to the notification appended herewith for more details.

Clarification on the applicability of PF and ESI Acts to Apprentices

The Ministry of Skill Development and Entrepreneurship Vide AP-22/4/2026-NAPS(E-80730), has released Office memorandum - Clarification on the applicability of PF and ESI Acts to Apprentices. Please refer to the office memorandum appended herewith for more details.

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ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶାଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

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ବିଜ୍ଞପ୍ତି ସଂଖ୍ୟା ୮୩୨୩ / ତା ୦୮.୧୦.୨୦୨୬

ଯେହେତୁ ଓଡ଼ିଶା ସରକାରଙ୍କ ଶ୍ରମ ଓ କର୍ମଚାରୀ ରାଜ୍ୟ ବୀମା ବିଭାଗଙ୍କ ଦ୍ୱାରା ଜାରି ହୋଇଥିବା ବିଜ୍ଞପ୍ତି ସଂଖ୍ୟା ୫୩୦୮ ତା ୧୮.୦୭.୨୦୨୪ ରିଖ ଅନୁଯାୟୀ ରାଜ୍ୟରେ କାର୍ଯ୍ୟରତ ଅଣକୁଶଳୀ, ଅର୍ଦ୍ଧକୁଶଳୀ, କୁଶଳୀ ଓ ଉଚ୍ଚକୁଶଳୀ ଶ୍ରମିକ ବର୍ଗ ପାଇଁ ସର୍ବନିମ୍ନ ଦୈନିକ ମଜୁରିକୁ ପୁନଃ ନିର୍ଦ୍ଧାରଣ କରାଯାଇ ଓଡ଼ିଶା ଗେଜେଟର ବିଜ୍ଞପ୍ତି ସଂଖ୍ୟା ୧୩୨୭ ତା ୧୮.୦୭.୨୦୨୪ ରିଖରେ ପ୍ରକାଶିତ ହୋଇଥିଲା;

ଯେହେତୁ ଉକ୍ତ ବିଜ୍ଞପ୍ତି ଅନୁଯାୟୀ, ଶିଳ୍ପ ଶ୍ରମିକଙ୍କ ପାଇଁ ଉଦ୍ଦିଷ୍ଟ ସର୍ବଭାରତୀୟ ଉପଭୋକ୍ତା ମୂଲ୍ୟ ସୂଚକାଙ୍କର (ଆଧାର ୨୦୧୬=୧୦୦କୁ ଗ୍ରହଣ କରି) ପ୍ରତ୍ୟେକ ସଂଖ୍ୟା ବୃଦ୍ଧି ଉପରେ ଟ୨.୬୦ଙ୍କା ହାରରେ ବର୍ଷକୁ ଦୁଇଥର ଯଥା - ୧ ଏପ୍ରିଲ୍ ଏବଂ ୧ ଅକ୍ଟୋବରରେ ସ୍ୱତନ୍ତ୍ର ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତା (VDA) ପୁନଃ ନିର୍ଦ୍ଧାରଣ କରାଯାଇ ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶାଙ୍କ ତରଫରୁ ଅଧିସୂଚନା ଜାରି କରାଯାଇଥାଏ;

ଯେହେତୁ ବିଗତ ଅର୍ଦ୍ଧବାର୍ଷିକରେ ଶିଳ୍ପ ଶ୍ରମିକଙ୍କ ପାଇଁ ଉଦ୍ଦିଷ୍ଟ ଖାଉଟି ମୂଲ୍ୟ ସୂଚକାଙ୍କ ସଂଖ୍ୟା ହାରାହାରି ୧୪୭.୫୦ ରୁ ବୃଦ୍ଧି ପାଇ ୧୪୯.୮୦ ରେ ପହଞ୍ଚିଛି ଏବଂ ତଦ୍ଦ୍ୱାରା ଏହା ୨.୩୦ ପଏଣ୍ଟ ବୃଦ୍ଧି ପାଇଛି ଏବଂ ଏହି ପରିପ୍ରେକ୍ଷୀରେ ୧ ଅକ୍ଟୋବର, ୨୦୨୬ ଠାରୁ ଆରମ୍ଭ ହେଉଥିବା ଅର୍ଦ୍ଧବାର୍ଷିକ ଅବଧି ପାଇଁ ଉକ୍ତ ଆଧାରରେ ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତା (VDA) ବୃଦ୍ଧି କରିବା ଆବଶ୍ୟକ ପଡୁଅଛି;

ସୁତରାଂ , ମୁଁ ଶ୍ରୀ ଇନ୍ଦ୍ରମଣି ତ୍ରିପାଠୀ, ଭା.ପ୍ର.ସେ., ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା, ଉପରୋକ୍ତ କ୍ଷମତା ଆଧାରରେ ଏତଦ୍ଦ୍ୱାରା ଅଧିସୂଚିତ କରୁଛି ଯେ, ଅଣକୁଶଳୀ, ଅର୍ଦ୍ଧକୁଶଳୀ, କୁଶଳୀ ଓ ଉଚ୍ଚକୁଶଳୀ ଶ୍ରମିକ / କର୍ମଚାରୀଙ୍କୁ ତା ୧ ଅକ୍ଟୋବର, ୨୦୨୬ ରିଖରୁ ପୂର୍ବରୁ ଧାର୍ଯ୍ୟ କରାଯାଇଥିବା ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତାରେ ଅତିରିକ୍ତ ଭାବେ ଦୈନିକ ୬ ଟଙ୍କା ବୃଦ୍ଧି କରାଗଲା । ତଦନୁଯାୟୀ, ତା ୧ ଅକ୍ଟୋବର, ୨୦୨୬ ରିଖରୁ ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତା ସହିତ ଦୈନିକ ସର୍ବନିମ୍ନ ମଜୁରି ନିମ୍ନୋକ୍ତ ପ୍ରକାରରେ ଧାର୍ଯ୍ୟ କରାଗଲା ।

କର୍ମଚାରୀଙ୍କ ବର୍ଗ	ତା ୦୧.୧୦.୨୦୨୬ ରିଖ ପୂର୍ବରୁ ପ୍ରଚଳିତ ଦୈନିକ ସର୍ବନିମ୍ନ ମଜୁରି (ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତା ସହିତ)	ତା ୦୧.୧୦.୨୦୨୬ ରିଖରୁ ଦୈନିକ ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତାରେ ବୃଦ୍ଧି ପରିମାଣ	ତା ୦୧.୧୦.୨୦୨୬ ରିଖରୁ ଦୈନିକ ସର୍ବନିମ୍ନ ମଜୁରି ସହିତ ପରିବର୍ତ୍ତନୀୟ ମହଙ୍ଗା ଭତ୍ତାର ପରିମାଣ
ଅଣକୁଶଳୀ	୪୭୨ ଟଙ୍କା	୬ ଟଙ୍କା	୪୭୮ ଟଙ୍କା
ଅର୍ଦ୍ଧକୁଶଳୀ	୫୨୨ ଟଙ୍କା	୬ ଟଙ୍କା	୫୨୮ ଟଙ୍କା
କୁଶଳୀ	୫୭୨ ଟଙ୍କା	୬ ଟଙ୍କା	୫୭୮ ଟଙ୍କା
ଉଚ୍ଚ କୁଶଳୀ	୬୨୨ ଟଙ୍କା	୬ ଟଙ୍କା	୬୨୮ ଟଙ୍କା

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୩୫୪ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ସମସ୍ତ ଯୁଗ୍ମ ଶ୍ରମ ଆୟୁକ୍ତ / ପ୍ରଭାଗୀୟ ଶ୍ରମ ଆୟୁକ୍ତ / ଜିଲ୍ଲା ଶ୍ରମ ଅଧିକାରୀ / ସହକାରୀ ଶ୍ରମ ଅଧିକାରୀଙ୍କ ଅବଗତି ଓ ପରବର୍ତ୍ତୀ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୩୫୫ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ଓଡ଼ିଶାର ସମସ୍ତ ବିଭାଗୀୟ ମୁଖ୍ୟ/ଓଡ଼ିଶାର ସମସ୍ତ ଜିଲ୍ଲାପାଳଙ୍କ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୩୫୬ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ଓଡ଼ିଶା ସରକାରଙ୍କ ସମସ୍ତ ବିଭାଗର ସଚିବଙ୍କ ସଦୟ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୩୫୭ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ପ୍ରମୁଖ ଶାସନ ସଚିବ, ଶ୍ରମ ଓ କର୍ମଚାରୀ ରାଜ୍ୟ ବୀମା ବିଭାଗ, ଓଡ଼ିଶା, ଭୁବନେଶ୍ୱରଙ୍କ ସଦୟ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୩୫୮ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ମାନ୍ୟବର ମନ୍ତ୍ରୀ, ଶ୍ରମ ଓ କର୍ମଚାରୀ ରାଜ୍ୟ ବୀମା, ଓଡ଼ିଶାଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବଙ୍କ ନିକଟକୁ ମାନ୍ୟବର ମନ୍ତ୍ରୀଙ୍କ ସଦୟ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୩୫୯ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ମାନ୍ୟବର ମୁଖ୍ୟମନ୍ତ୍ରୀ, ଓଡ଼ିଶାଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବଙ୍କୁ ମାନ୍ୟବର ମୁଖ୍ୟମନ୍ତ୍ରୀ, ଓଡ଼ିଶାଙ୍କ ସଦୟ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

ଜ୍ଞାପକ ସଂଖ୍ୟା ୮୪୦୦ /ତାରିଖ ୦୮.୧୦.୨୦୨୨

ଏହାର ଏକକିତା ନକଲ ନିର୍ଦ୍ଦେଶକ, ମୁଦ୍ରଣ, ଲିଖନ ସାମଗ୍ରୀ ଓ ପ୍ରକାଶନ ନିର୍ଦ୍ଦେଶାଳୟ, ଓଡ଼ିଶା, ମଧୁପାଟଣା, କଟକକୁ ପ୍ରେରଣ କରିବା ସହ ଓଡ଼ିଶା ରେଜେଟର ପରବର୍ତ୍ତୀ ସଂସ୍କରଣରେ ଉପରୋକ୍ତ ବିଜ୍ଞପ୍ତି ପ୍ରକାଶ କରି ଏହି କାର୍ଯ୍ୟାଳୟକୁ ତାହାର ୨୦୦ ଅତିରିକ୍ତ ନକଲ ଯୋଗାଇଦେବାକୁ ଅନୁରୋଧ କରାଗଲା ।

ଶ୍ରମ ଆୟୁକ୍ତ, ଓଡ଼ିଶା

OFFICE OF THE
LABOUR COMMISSIONER, ODISHA, BHUBANESWAR
+++

NOTIFICATION

No 8393 **/LC, Bhubaneswar, dated** 08.10.2026

Whereas as per Notification No. 5308 dated 18.07.2024 issued by the Labour & ESI Department, Government of Odisha, the minimum rate of wages have been revised for unskilled, semi-skilled, skilled and highly skilled categories of employees working in the State, which was published in the Odisha Gazette vide Notification No. 1367 dated 18.07.2024;

Whereas as per the said notification, a special Variable Dearness Allowance (VDA) is declared twice a year i.e. on 1st April and on 1st October @ Rs. 2.60 per point increase in the Consumer Price Index Number for industrial workers (base 2016=100) by the Labour Commissioner, Odisha;

Whereas during the last half-year, the Consumer Price Index for industrial workers has increased from 147.50 to 149.80 on an average and thereby increased by 2.30 points and accordingly, it is necessary to increase the Variable Dearness Allowance (VDA) on the said basis for the half-year starting from 1st October, 2026;

Therefore, I, Shri Indramani Tripathy, IAS, Labour Commissioner, Odisha, in exercise of the power conferred by the above notification, hereby notify that the Variable Dearness Allowance (VDA) for unskilled, semi-skilled, skilled and highly skilled categories of employees is increased by an amount of Rs. 6/- per day with effect from 1st October, 2026, in addition to the Variable Dearness Allowance (VDA) declared earlier. Accordingly, the minimum rate of wages with Variable Dearness Allowance (VDA) from 1st October, 2026 shall be as follows:

Category of employees	Daily Minimum Rate of wages prior to 01.10.2026 (with VDA)	Increase in VDA per day w.e.f. 01.10.2026	Daily Minimum Rate of wages with VDA w.e.f. 01.10.2026
Unskilled	Rs. 472/-	Rs. 6/-	Rs. 478/-
Semi-skilled	Rs. 522/-	Rs. 6/-	Rs. 528/-
Skilled	Rs. 572/-	Rs. 6/-	Rs. 578/-
Highly Skilled	Rs. 622/-	Rs. 6/-	Rs. 628/-

Labour Commissioner, Odisha

Memo No. 8394 /dtd. 08.10.2024

Copy forwarded to all Joint Labour Commissioners / Divisional Labour Commissioners / District Labour Officers / Assistant Labour Officers for information and necessary action.

Labour Commissioner, Odisha

Memo No. 8395 /dtd. 08.10.2024

Copy forwarded to all Heads of Departments of Odisha / All District Collectors of Odisha for kind information and necessary action.

Labour Commissioner, Odisha

Memo No. 8396 /dtd. 08.10.2024

Copy submitted to the Secretaries to Government of Odisha, all Departments for kind information.

Labour Commissioner, Odisha

Memo No. 8397 /dtd. 08.10.2024

Copy submitted to the Principal Secretary to Government, Labour & ESI Department, Odisha, Bhubaneswar for kind information.

Labour Commissioner, Odisha

Memo No. 8398 /dtd. 08.10.2024

Copy forwarded to the Private Secretary to Hon'ble Minister, Labour & ESI, Odisha for kind information of the Hon'ble Minister.

Labour Commissioner, Odisha

Memo No. 8399 /dtd. 08.10.2024

Copy submitted to the Private Secretary to the Hon'ble Chief Minister, Odisha for kind information of the Hon'ble Chief Minister.

Labour Commissioner, Odisha

Memo No. 8400 /dtd. 08.10.2024

Copy forwarded to the Director, Printing Stationery and Publication, Odisha, Madhupatna, Cuttack for information with a request to publish the above notification in the next issue of Odisha Gazette and supply 200 copies to this office.

Labour Commissioner, Odisha

श्रमायुक्त कार्यालय,
मध्य प्रदेश शासन,
इन्दौर

न्यूनतम वेतन
एवं
मंहगाई भत्ते की दरें
दिनांक 01.10.2026 से 31.03.2027 तक

प्रभावशील

न्यूनतम वेतन की दरें श्रम विभाग की वेबसाईट

www.labour.mponline.gov.in पर उपलब्ध है

श्रमायुक्त कार्यालय, मध्यप्रदेश शासन, इन्दौर

न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते की दरें

दिनांक 01.10.2026 से 31.03.2027 तक प्रभावशील

1/ माननीय उच्च न्यायालय, खंडपीठ इन्दौर द्वारा याचिका क्रमांक WP. 10772/2024 में दिनांक 10 फरवरी, 2025 तथा अन्य याचिकाओं क्रमांक 9401/2024, क्रमांक 11921/2024 एवं क्रमांक 12606/2024 में दिनांक 20 मार्च, 2025 को पारित आदेश के आलोक में म.प्र.शासन, श्रम विभागीय अधिसूचना दिनांक 04 मार्च, 2024 (म.प्र. असाधारण राजपत्र क्रमांक 68 दिनांक 04.03.2024) द्वारा पुनरीक्षित/निर्धारित न्यूनतम वेतन दरें, "किसी टेक्सटाईल, मेड-अप्स, वूवन, निटेड और टेक्नीकल टेक्सटाईल फेब्रिक से बने हुए अपेरल व फुट वियर निर्माण में नियोजन" को छोडकर, शेष समस्त अधिसूचित नियोजनों पर समय-समय पर जारी देय परिवर्तनशील मंहगाई भत्ते सहित पुन: प्रभावशील हो जाती है।

2/ उक्त के आलोक में निम्नलिखित 03 नवीन नियोजनों के लिए **खण्ड-अ** की **अनुसूची-अ** में दर्शाए अनुसार परिवर्तनशील मंहगाई भत्ते सहित देय, न्यूनतम वेतन दरें दिनांक 01.10.2026 से 31.03.2027 तक के लिये निर्धारित की जाती है :-

1- अनुक्रमांक 36(क) – किसी टेक्सटाईल एवं मेड-अप्स उद्योग में नियोजन।

2- अनुक्रमांक 59(क)– किसी वूवन, निटेड और टेक्नीकल टेक्सटाईल फेब्रिक से बने हुए अपैरल निर्माण में नियोजन।

3- अनुक्रमांक 73 – किसी फुट वियर निर्माण में नियोजन।

3/ शेष 67 अधिसूचित नियोजनों, कृषि नियोजन, किसी तम्बाकू (जिसमें बीडी बनाना भी सम्मिलित है) के विनिर्माण में नियोजन तथा अगरबत्ती नियोजन के लिए **खण्ड-ब** में दर्शाए अनुसार परिवर्तनशील मंहगाई भत्ते सहित देय न्यूनतम वेतन दरें दिनांक **01.10.2026 से 31.03.2027** तक के लिये निर्धारित की जाती है।

(शीतला पटले)
श्रमायुक्त,
मध्य प्रदेश, इन्दौर

न्यूनतम वेतन अधिनियम 1948
के अंतर्गत श्रमिकों हेतु
दिनांक 01.10.2026 से 31.03.2027 तक प्रभावशील
न्यूनतम वेतन एवं परिवर्तनशील
मंहगाई भत्ते की दरें

खण्ड-अ

तीन नवीन अनुसूचित नियोजनों हेतु दरें (खण्ड-अ - अनुसूची-अ)	पृष्ठ क्र. 4-6

खण्ड-ब

शेष अनुसूचित नियोजन

67 नियोजन (अनुसूची - अ, ब, स)	पृष्ठ क्र. 07-20
प्रदेश के विभिन्न शासकीय विभागों में कार्यरत दैनिक वेतन भोगी श्रमिक/ कर्मचारी हेतु अनुसूची-'क'	पृष्ठ क्रमांक 21
कृषि नियोजन (अनुसूची-'द')	पृष्ठ क्र. 22-24
बीड़ी नियोजन	पृष्ठ क्र. 25-33
अगरबत्ती नियोजन	पृष्ठ क्र. 34-39
संक्षिप्त एकजाई अधिसूचना	पृष्ठ क्र. 40-45

खण्ड-अ

श्रम आयुक्त कार्यालय, मध्य प्रदेश शासन, इन्दौर

क्रमांक 1-5/11/अन्वे/पांच/2024/ 22283 इन्दौर, दिनांक 30/09/2026

अधिसूचना

मध्य प्रदेश राज्य में प्रभावशील न्यूनतम वेतन अधिनियम,1948 की धारा 2(घ) में निहित प्रावधान, सहपठित मध्यप्रदेश शासन, श्रम विभाग की अधिसूचना क्रमांक 3761/613/16-ए/82, दिनांक 25.05.1982 के अनुसरण में, मैं शीतला पटले, श्रमायुक्त, मध्यप्रदेश एतदद्वारा अखिल भारतीय उपभोक्ता मूल्य सूचकांक, जो कि भारत सरकार के लेबर ब्यूरो, शिमला से ज्ञात किया गया, माह **जनवरी,2026 से जून,2026** तक के माहों के लिए निम्नानुसार प्रकाशित करती हूं:-

माह/वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 2001=100)
जनवरी,2026	427.97
फरवरी, 2026	427.68
मार्च, 2026	429.41
अप्रैल, 2026	431.71
मई, 2026	434.30
जून, 2026	437.47
योग/औसत सूचकांक	2588.54 ÷ 6 = 431.42 (431)

तथा इनका औसत 431 घोषित करती हूं, जो कि अधिसूचित नियोजनों के श्रमिकों के लिये औसत निर्वाह व्यय सूचकांक (कास्ट ऑफ लिविंग इंडेक्स नंबर) रहेगा। जिसके आधार पर श्रम विभागीय अधिसूचना क्रमांक 41(बी)-1-2014-ए-सोलह, दिनांक 29.09.2014 (मध्यप्रदेश राजपत्र क्रमांक 41 दिनांक 10.10.2014 में प्रकाशित) में अधिसूचित नियोजनों के श्रमिकों को दिनांक **01.10.2026 से 31.03.2027** तक परिवर्तनशील मंहगाई भत्ता देय है।

म.प्र.राजपत्र दिनांक 10 जून, 2016 के पृष्ठ क्रमांक 670-671 पर प्रकाशित श्रम विभागीय अधिसूचना, क्रमांक एफ.4(सी)1-2013/अ-16 के अनुसार राज्य के कतिपय नियोजनों के श्रमिकों के लिए न्यूनतम वेतन की दरें पुनरीक्षित की गई है, जो अखिल भारतीय उपभोक्ता मूल्य सूचकांक 241 (जनवरी-जून,2014), 2001=100 को आधार मानकर संबंद्ध की गई है। जो कि दिनांक 10 जून,2016 से लागू है।

(शीतला पटले)
श्रमायुक्त,
मध्य प्रदेश, इन्दौर
तथा न्यूनतम वेतन अधिनियम,1948
के अंतर्गत सक्षम प्राधिकारी

श्रम आयुक्त कार्यालय, मध्य प्रदेश शासन, इन्दौर

खण्ड-अ

03 नवीन नियोजनों के श्रमिकों के लिए परिवर्तनशील मंहगाई भत्ते की संगणना एवं पुनरीक्षित दरों के संबंध में विवरणात्मक टीप :-

मध्यप्रदेश राजपत्र (असाधारण) दिनांक 10.10.2014 के पृष्ठ क्र. 358 से 380, 384 से 394 एवं 395 से 400 पर प्रकाशित श्रम विभागीय अधिसूचना क्रमांक 41 दिनांक 10.10.2014 के अनुसार राज्य के श्रमिकों के लिए न्यूनतम वेतन की दरें पुनरीक्षित की गई है, जो अखिल भारतीय उपभोक्ता मूल्य सूचकांक 241 (जनवरी-जून,2014) 2001=100 को आधार मानकर संबद्ध की गई है।

श्रमायुक्त कार्यालय, मध्यप्रदेश शासन, इन्दौर की अधिसूचना क्रमांक I-5/11/अन्ये./पांच/2024/ ....2223 दिनांक 30-9-2026 के अनुसार जनवरी से जून,2026 तक की अवधि में अखिल भारतीय उपभोक्ता मूल्य सूचकांक का औसत 431 रहा है। विगत छःमाही का औसत 425 रहा था। अखिल भारतीय उपभोक्ता मूल्य सूचकांक 425 के ऊपर (431-425)= 06 औसत बिन्दु की वृद्धि हुई है। जिसके परिणाम स्वरूप माननीय उच्च न्यायालय, खंडपीठ इन्दौर द्वारा याचिका क्रमांक WP.10772/2024 में दिनांक 10 फरवरी,2025 तथा अन्य याचिकाओं क्रमांक 9401/24, क्रमांक 11921/24, क्रमांक 12606/2024 में दिनांक 20 मार्च,2025 को पारित आदेश के आलोक में श्रम विभागीय अधिसूचना क्रमांक एफ.4(बी)1/ 2014/ए-16, दिनांक 15 जनवरी,2025 (म.प्र. राजपत्र भाग-एक दिनांक 17 जनवरी, 2025) द्वारा जोडे गये 03 नवीन नियोजनों के श्रमिकों के लिए परिवर्तनशील मंहगाई भत्ता रूपये 25/- प्रतिबिन्दु प्रतिमाह के मान से रूपये (25X6)= 150/- प्रतिमाह की वृद्धि हुई है। तदनुसार अर्द्धकुशल, कुशल एवं उच्च कुशल श्रमिकों के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 241 (2001=100) के ऊपर कुल उपभोक्ता मूल्य सूचकांक में (431-241)=190 औसत बिन्दुओं की वृद्धि हुई है एवं इस तरह परिवर्तनशील मंहगाई भत्ते की कुल राशि रूपये (25X190)= 4750/-प्रतिमाह या (4750÷26) रूपये 182.69 प्रतिदिन एवं अकुशल श्रमिकों के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 253 (2001=100) के ऊपर कुल उपभोक्ता मूल्य सूचकांक में (431-253)= 178 औसत बिन्दुओं की वृद्धि हुई है एवं इस तरह परिवर्तनशील मंहगाई भत्ते की कुल राशि (25X178)= 4450/-प्रतिमाह या (4450÷26) रूपये 171.15 प्रतिदिन रूपये दिनांक **01.10.2026 से 31.03.2027** तक देय है। (अनुसूची-अ (खण्ड–अ) के लिए)।

मध्यप्रदेश शासन, वित्त विभाग, भोपाल के पत्र क्रमांक 303/आर/577/92/नि-5/4, दिनांक 30 जून, 1992 तथा मध्यप्रदेश राज्य में प्रभावशील न्यूनतम वेतन अधिनियम,1948 की धारा 2(घ) में निहित प्रावधान सहपठित मध्यप्रदेश शासन, श्रम विभाग की अधिसूचना क्रमांक 3761/613/16-ए/82, दिनांक 25.05.1982 के अनुसरण में, मैं 03 नवीन नियोजनों के लिए अनुसूची-अ (खण्ड—अ) के अनुसार न्यूनतम वेतन दरें निर्धारित करती हूं, जो दिनांक **01.10.2026 से 31.03.2027** तक देय है।

अनुसूची–अ (खण्ड-अ)

माननीय उच्च न्यायालय, खंडपीठ इन्दौर द्वारा याचिका क्रमांक WP.10772/2024 में दिनांक 10 फरवरी,2025 तथा अन्य याचिकाओं क्रमांक 9401/24, क्रमांक 11921/24, क्रमांक 12606/2024 में दिनांक 20 मार्च,2025 को पारित आदेश के आलोक में श्रम विभागीय अधिसूचना क्रमांक एफ.4(बी)1/ 2014/ए-16, दिनांक 15 जनवरी, 2025 (म.प्र. राजपत्र भाग-एक दिनांक 17 जनवरी, 2025) द्वारा जोडे गये 03 नवीन अनुसूचित नियोजनों में मासिक एवं दैनिक वेतन दरें, जिसमें परिवर्तनशील मंहगाई भत्ता सम्मिलित है (आंकडे रूपयों में)

न्यूनतम वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन		राउंडअप कर दैनिक दर	श्रमिकों का वर्ग	न्यूनतम वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन		राउंडअप कर दैनिक दर
प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिदिन		प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिदिन
दिनांक 01.04.2026 से 30.09.2026 तक								दिनांक 01.10.2026 से 31.03.2027 तक देय						
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.
6500	250.00	4300	165.38	10800	415.38	415	अकुशल	6500	250.00	4450	171.15	10950	421.15	421
7057	271.42	4600	176.92	11657	448.34	448	अर्द्धकुशल	7057	271.42	4750	182.69	11807	454.11	454
8435	324.42	4600	176.92	13035	501.34	501	कुशल	8435	324.42	4750	182.69	13185	507.11	507
9735	374.42	4600	176.92	14335	551.34	551	उच्चकुशल	9735	374.42	4750	182.69	14485	557.11	557

स्पष्टीकरण – मजदूरी निर्धारण में पैसे तथा रूपये के गुणांकों को राउण्ड-अप करके ही दैनिक एवं मासिक मजदूरी निर्धारित की जावेगी। वित्त विभाग के परिपत्र क्र. एफ.9-7/ 2006/नियम/चार, दिनांक 20 सितंबर,2006 में 50पैसे अथवा उससे अधिक पैसे हो तो, उन्हें अगले उच्चतर रूपये में पूर्णांकित किया जावेगा और 50पैसे से कम राशि को छोड दिया जावेगा। उपर्युक्त अनुसूची में निर्धारित दैनिक वेतन की दरें 26 दिन से विभाजित कर निर्धारित की गई है, इसलिए सभी कर्मचारियों एवं श्रमिकों को वेतन सहित साप्ताहिक अवकाश देय होगा, अर्थात मासिक वेतन में से साप्ताहिक अवकाश के लिए कोई कटोती नहीं की जा सकेगी।

(2) अकुशल श्रमिकों के लिए दर्शाई गई वेतन दरों पर लेबर ब्यूरो शिमला द्वारा निर्मित औद्योगिक श्रमिकों के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 253 (2001=100) जुलाई,2014 से दिसंबर,2014 के आधार आंकडों के औसत पर आधारित है। 253 सूचकांक के उपर प्रति 6 माह में जो औसत वृद्धि होगी, उसी अनुपात में उपभोक्ता मूल्य सूचकांक में वृद्धि दिनांक 1 अप्रैल एवं 1 अक्टूबर, जैसी भी स्थिति हो, प्रतिबिन्दु प्रतिमाह 25 रूपये के हिसाब से परिवर्तनशील मंहगाई भत्ता घोषित किया जावेगा।

(3) इस प्रकार अधिसूचित न्यूनतम वेतन की दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक है, तो वह किसी भी दशा में कम नहीं की जावेगी, जब तक कि न्यूनतम वेतन की दर उसके समकक्ष नहीं हो जाती है। (न्यू0वेतन अधिनियम,1948 की धारा 12(1-ए)

टीप – न्यूनतम वेतन अधिनियम,1948 के अंतर्गत 03 नवीन अधिसूचित नियोजनों की सूची परिशिष्ट-स तथा इस संबंध में स्पष्टीकरण परिशिष्ठ-ब में ही देखें।

(शीतला पटले)
श्रमायुक्त,
मध्य प्रदेश, इंदौर

खण्ड– ब

श्रम आयुक्त कार्यालय, मध्य प्रदेश शासन, इन्दौर

67 अधिसूचित नियोजनों हेतु न्यूनतम वेतन की दरें

क्रमांक 1-1/11/अन्ये/पांच/2024/ 22284 इन्दौर, दिनांक 30 / 09 /2026

अधिसूचना

मध्य प्रदेश राज्य में प्रभावशील न्यूनतम वेतन अधिनियम,1948 की धारा 2(घ) में निहित प्रावधान, सहपठित मध्यप्रदेश शासन, श्रम विभाग की अधिसूचना क्रमांक 3761/613/16-ए/82, दिनांक 25.05.1982 के अनुसरण में, मैं शीतला पटले, श्रमायुक्त, मध्यप्रदेश एतदद्वारा अखिल भारतीय उपभोक्ता मूल्य सूचकांक जो कि भारत सरकार के लेबर ब्यूरो, शिमला से ज्ञात किया गया, माह जनवरी, 2026 से जून, 2026 तक के माहों के लिए निम्नानुसार प्रकाशित करती हूं:-

माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 2001=100)
जनवरी,2026	427.97
फरवरी, 2026	427.68
मार्च, 2026	429.41
अप्रैल, 2026	431.71
मई, 2026	434.30
जून, 2026	437.47
योग/औसत सूचकांक	2588.54 ÷6 = 431.42 (431)

तथा इनका औसत 431 घोषित करती हूं, जो कि अधिसूचित नियोजनों के श्रमिकों के लिये औसत निर्वाह व्यय सूचकांक (कास्ट ऑफ लिविंग इंडेक्स नंबर) रहेगा। जिसके आधार पर श्रम विभागीय अधिसूचना क्रमांक एफ 4(बी)1/2014/ए-16, दिनांक 04 मार्च,2024 (मध्यप्रदेश असाधारण राजपत्र क्रमांक 68 दिनांक 04 मार्च,2024 में प्रकाशित) में अधिसूचित नियोजनों के श्रमिकों को दिनांक 01.10.2026 से 31.03.2027 तक परिवर्तनशील मंहगाई भत्ता देय है।

म.प्र.असाधारण राजपत्र दिनांक 04 मार्च,2024 के पृष्ठ क्रमांक 135, 136, 136(1) से 136(32) पर प्रकाशित श्रम विभागीय अधिसूचना, क्रमांक एफ 4(बी)1/2014/ए-16, दिनांक 04 मार्च,2024 के अनुसार राज्य के नियोजनों के श्रमिकों के लिए न्यूनतम वेतन की मूल दरें पुनरीक्षित की गई है, जो अखिल भारतीय उपभोक्ता मूल्य सूचकांक (जनवरी-जून,2019), 311(2001=100) को आधार मानकर संबंद्ध की गई है। जो कि दिनांक 01 अप्रैल,2024 से लागू है।

(शीतला पटले)
श्रमायुक्त,
मध्य प्रदेश शासन
तथा न्यूनतम वेतन अधिनियम,1948
के अंतर्गत सक्षम प्राधिकारी

श्रम आयुक्त कार्यालय, मध्य प्रदेश शासन, इन्दौर

67 अधिसूचित नियोजनों हेतु परिवर्तनशील मंहगाई भत्ते की संगणना एवं पुनरीक्षित दरों के संबंध में विवरणात्मक टीप :-

मध्यप्रदेश राजपत्र (असाधारण) दिनांक 04 मार्च,2024 के पृष्ठ क्र. 135, 136, 136(1) से 136(32) पर प्रकाशित श्रम विभागीय अधिसूचना क्रमांक एफ 4(बी)1/2014/ए-16, दिनांक 04 मार्च, 2024 के अनुसार राज्य के श्रमिकों के लिए न्यूनतम वेतन की मूल दरें पुनरीक्षित की गई है, जो अखिल भारतीय उपभोक्ता मूल्य सूचकांक (जनवरी से जून,2019) 311 (2001=100) को आधार मानकर संबंद्ध की गई है।

उल्लेखनीय है कि औसत सूचकांक (जनवरी से जून,2019) 311 (2001=100) के आधार पर दिनांक 01.10.2019 से देय परिवर्तनशील मंहगाई भत्ता अकुशल श्रमिक रूपये 1450/- तथा उच्च कुशल, कुशल एवं अर्द्धकुशल श्रमिक रूपये 1750/- को दिनांक 01.04.2024 से पुनरीक्षित न्युनतम वेतन दरों में जोडकर, श्रम विभागीय अधिसूचना दिनांक 04 मार्च,2024 द्वारा न्यूनतम वेतन की मूल दरें निर्धारित की गई है। अतः सूचकांक 311 के ऊपर सूचकांक में हुई वृद्धि के अनुसार, 01 अप्रैल अथवा 01 अक्टूबर जैसी भी स्थिति हो, परिवर्तनशील मंहगाई भत्ता, पुनरीक्षित न्यूनतम वेतन दरों के साथ देय होगा।

श्रमायुक्त कार्यालय, मध्यप्रदेश शासन, इन्दौर की अधिसूचना क्रमांक।-1/11/अन्वे./पांच/2024/...22284... दिनांक 30-9-2026 के अनुसार जनवरी से जून,2026 तक की अवधि में अखिल भारतीय उपभोक्ता मूल्य सूचकांक (2001=100) का औसत 431 रहा है। विगत छः माही का औसत 425 रहा था। अखिल भारतीय उपभोक्ता मूल्य सूचकांक 425 के ऊपर (431-425)= 06 औसत बिन्दु की वृद्धि हुई है। जिसके परिणाम स्वरूप 67 अनुसूचित नियोजनों में नियोजित श्रमिकों के लिए परिवर्तनशील मंहगाई भत्ता रूपये 25/- प्रतिबिन्दु के मान से रूपये (25X6)= 150/- प्रतिमाह की वृद्धि हुई है। तदनुसार अकुशल, अर्द्धकुशल, कुशल एवं उच्च कुशल श्रमिकों के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 311 (2001=100) के ऊपर कुल उपभोक्ता मूल्य सूचकांक में (431-311)= 120 औसत बिन्दुओं की वृद्धि हुई है एवं इस तरह परिवर्तनशील मंहगाई भत्ते की कुल राशि रूपये (25X120)=3000/- रूपये प्रतिमाह या (3000÷26) रूपये 115.38 पैसे प्रतिदिन दिनांक 01.10.2026 से 31.03.2027 तक देय है। (खण्ड-ब अनुसूची- अ, ब, स के लिए)।

मध्यप्रदेश शासन, वित्त विभाग, भोपाल के पत्र क्रमांक 303/आर/577/92/नि-5/4, दिनांक 30 जून,1992 तथा मध्यप्रदेश राज्य में प्रभावशील न्यूनतम वेतन अधिनियम,1948 की धारा 2(घ) में निहित प्रावधान सहपठित मध्यप्रदेश शासन, श्रम विभाग की अधिसूचना क्र.3761/613/16-ए /82, दिनांक 25.05.1982 के अनुसरण में, मैं एतदद्वारा शासकीय दैनिक वेतन भोगी श्रमिकों एवं कर्मचारियों के लिये दैनिक वेतन की दरें सम्पूर्ण मध्यप्रदेश के लिए अनुसूची-"क" के अनुसार निर्धारित करती हूं, जो दिनांक 01.10.2026 से 31.03.2027 तक देय है।

अनुसूची–अ (खण्ड-ब)

67 अनुसूचित नियोजनों में मासिक एवं दैनिक वेतन दरें जिसमें परिवर्तनशील मंहगाई भत्ता सम्मिलित है (आंकडे रूपयों में)

न्यूनतम वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन		राउंडअप कर दैनिक दर रूपये में	श्रमिकों का वर्ग	न्यूनतम वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन		राउंडअप कर दैनिक दर रूपये में
प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिदिन		प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिदिन
दिनांक 01.04.2026 से 30.09.2026 तक								दिनांक 01.10.2026 से 31.03.2027 तक						
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.
9575	368.27	2850	109.62	12425	477.89	478	अकुशल	9575	368.27	3000	115.38	12575	483.65	484
10571	406.57	2850	109.62	13421	516.19	516	अर्द्धकुशल	10571	406.57	3000	115.38	13571	521.95	522
12294	472.85	2850	109.62	15144	582.47	582	कुशल	12294	472.85	3000	115.38	15294	588.23	588
13919	535.35	2850	109.62	16769	644.97	645	उच्चकुशल	13919	535.35	3000	115.38	16919	650.73	651

स्पष्टीकरण –

(1) मजदूरी निर्धारण में पैसे तथा रूपये के गुणांकों को राउण्ड-अप करके ही दैनिक एवं मासिक मजदूरी निर्धारित की जावेगी। वित्त विभाग के परिपत्र क्र. एफ.9-7/2006/नियम/चार, दिनांक 20 सितंबर,2006 में 50पैसे अथवा उससे अधिक पैसे हो तो, उन्हें अगले उच्चतर रूपये में पूर्णांकित किया जावेगा और 50पैसे से कम राशि को छोड दिया जावेगा। **विशेष टीप** : उपर्युक्त अनुसूची में निर्धारित दैनिक वेतन की दरें 26 दिन से विभाजित कर निर्धारित की गई है, इसलिए सभी कर्मचारियों एवं श्रमिकों को वेतन सहित साप्ताहिक अवकाश देय होगा, अर्थात मासिक वेतन में से साप्ताहिक अवकाश के लिए कोई कटौती नहीं की जा सकेगी।

(2) श्रमिकों के लिए दर्शाई गई वेतन दरों पर लेबर ब्यूरो शिमला द्वारा निर्मित औद्योगिक श्रमिको के लिए अखिल भारतीय उपभोक्ता मूल्य सूचकांक 311 (2001=100) जनवरी,2019 से जून,2019 के आधार आंकडों के औसत पर आधारित है। 311 सूचकांक के ऊपर प्रति 6 माह में जो औसत वृद्धि होगी, उसी अनुपात में उपभोक्ता मूल्य सूचकांक में वृद्धि दिनांक 1 अप्रैल एवं 1 अक्टूबर, जैसी भी स्थिति हो, प्रतिबिन्दु प्रतिमाह 25 रूपये के हिसाब से परिवर्तनशील मंहगाई भत्ता घोषित किया जावेगा।

(3) इस प्रकार अधिसूचित न्यूनतम वेतन की दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक है, तो वह किसी भी दशा में कम नहीं की जावेगी, जब तक कि न्यूनतम वेतन की दर उसके समकक्ष नहीं हो जाती है। (न्यू0वेतन अधिनियम,1948 की धारा 12(1-ए)

टीप – न्यूनतम वेतन अधिनियम,1948 के अंतर्गत 67 अधिसूचित नियोजनों की **सूची परिशिष्ट-अ** तथा इस संबंध में स्पष्टीकरण **परिशिष्ठ-ब** में देखें।

(शीतला पटने)
श्रमायुक्त,
मध्य प्रदेश, इंदौर

परिशिष्ठ - अ

न्यूनतम मजदूरी अधिनियम,1948 के अंतर्गत अनुसूचित नियोजन जिनमें वेतन निर्धारित है

भाग – एक

क्र.	अनुसूचित नियोजन
1	किसी कपास जिनींग एवं प्रोसेसिंग कारखाने में नियोजन
2	किसी वन लगाने तथा वन उपज में नियोजन
3	किसी मार्गो के निर्माण या सम्हाल या भवन निर्माण कार्य में नियोजन
4	किसी लोक मोटर परिवहन में नियोजन
5	किसी इंजीनियरिंग उद्योग में नियोजन
6	किसी सिंचाई कार्यो के निर्माण तथा संधारण में नियोजन
7	किसी केमिकल तथा फार्मास्युटिकल्स में नियोजन
8	किसी आरा मिल में नियोजन
9	किसी तेल मिल में नियोजन
10	किसी चावल मिल या आटा मिल या दाल मिल में नियोजन
11	किसी मुर्रा पोहा निर्माणी में नियोजन
12	किसी खाद्य पदार्थ में जिसमे केक, बिस्किट्स, कन्फेक्शनरी, आईस्क्रीम, आईसकेंडी सम्मिलित है, के निर्माण में नियोजन
13	किसी पत्थर तोडने या पत्थर पिसने के कार्य में नियोजन
14	किसी दूकान, वाणिज्यिक संस्थान, आवासीय होटल, रेस्टारेंट तथा नाट्यगृह में नियोजन
15	किसी मुद्रणालय में नियोजन
16	किसी सीमेंट पोल अथवा सीमेंट से निर्मित उत्पाद में नियोजन
17	किसी प्लास्टिक उद्योग में नियोजन
18	किसी फ्यूएल कोक में नियोजन
19	किसी चूना भट्टे में नियोजन
20	किसी ईट भट्टे में नियोजन
21	किसी पॉवरलूम/जिसमें सायजिंग एवं प्रोसेसिंग भी सम्मिलित है, में नियोजन
22	किसी स्थानीय प्राधिकरण में नियोजन
23	किसी कोसा उद्योग में नियोजन
24	किसी खाण्डसारी उत्पादन में नियोजन
25	किसी पाटरीज जिसमें रिफ्रेक्ट्री सामान, फायरब्रिक्स, सेनिटरी वेअर, इन्सुलेटर्स, टाईल्स, (सीमेंट से निर्मित टाईल्स को छोड़कर) स्टोन वेअर पाईप्स, फरनेस, लाईनिंग ब्रिक्सतथा अन्य सीरेमिक्स सामान सम्मिलित है, में नियोजन
26	किसी कम्बल निर्माण कार्य में नियोजन
27	किसी स्लेट, पेंसिल निर्माण शाला में नियोजन
28	किसी कत्था उद्योग में नियोजन
29	किसी रामरज गेरू के निर्माण में नियोजन
30	किसी हथकरघा उद्योग में नियोजन
31	किसी बोनमिल में नियोजन
32	किसी टाईल्स, जिसमें मैंगलोर टाईल्स, अलाहाबाद टाईल्सतथा अन्य स्थानीय नाम मे प्रचलित टाईल्स सम्मिलित है. परन्तु सीमेंट से निर्मित टाईल्स सम्मिलित नही है, के निर्माण मे नियोजन
33	किसी विनिर्माण प्रक्रिया जिसमें विनिर्माण प्रक्रिया जो कि कारखाना अधिनियम,1948 की धारा दो(क) में परिभाषित की गई है, चलाई जाती है। जो अनुसूची में दी गई किसी अन्य प्रविष्टि के अंतर्गत नहीं आती है, में नियोजन
34	किसी प्राययेट अस्पताल जिसमें परामर्श केन्द्र तथा विकृति विज्ञान (पेथालॉजिकल) प्रयोगशाला सम्मिलित है, मे नियोजन

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GOVERNMENT OF MEGHALAYA
DEPARTMENT OF LABOUR, EMPLOYMENT & SKILL DEVELOPMENT.
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NOTIFICATION

OFFICE OF THE LABOUR 13 OCT 2026

Dated : Shillong, the 8th October,2026.

No.LE&SD.9/2023/Pt/33 : In exercise of the powers conferred under Section 6 of the Code on Wages, 2019, the Governor of Meghalaya is pleased to revise the rates of Minimum Wages, inclusive of Variable Dearness Allowance (VDA), for all employees performing skilled, semi-skilled or unskilled, manual, operational, supervisory, managerial, administrative, technical or clerical work for hire or reward, across different skill categories in the State of Meghalaya, as indicated in the table below:

Sl. No.	Category	Minimum Wage + Revised VDA w.e.f. 01.10.2026
1.	Unskilled	₹ 525 + ₹ 39 = ₹ 564
2.	Semi-skilled	₹ 565 + ₹ 43 = ₹ 608
3.	Skilled	₹ 605 + ₹ 45 = ₹ 650
4.	Highly Skilled	₹ 645 + ₹ 48 = ₹ 693

The above rates of minimum wages are effective from 1st October, 2026.

Explanation for the purpose of this Notification:

1. **UNSKILLED**: means an occupation which in its performance requires the application of simply the operating experience and involves no further skills.
2. **SEMI-SKILLED** : means an occupation which in its performance requires the application of skill gained by the experience on job which is capable of being applied under the supervision or guidance of a skilled employee and includes supervision over the unskilled occupations.
3. **SKILLED** : means an occupation which involves skill and competence in its performance through experience on the job or through training as an apprentice in a technical or vocational institute and the performance of which calls for initiating and judgement.
4. **HIGHLY - SKILLED** : means an occupation which calls in its performance a specific level of perfection and required competence acquired through intensive technical or professional training or practical occupational experience for a considerable period and also requires of an employee to assume full responsibility for his judgement or decision involved in the execution of such occupation

The revised rates proposed are inclusive of Variable Dearness Allowance but exclusive of other concession if any enjoyed by the employees. The existing hours of work i.e. 8 (eight) hours in a day and 48 (forty eight) hours a week shall continue until further orders. The Minimum rates of wages proposed shall include the wages payable for weekly day of rest. The rate of wages of overtime work shall be double the ordinary rate of wages. The revised rates shall be deemed to come in force with effect from 01.10.2026 and will be revised every 6 (six) months by adoption **of Consumer Price Index (CPI) linked Variable Dearness Allowance (VDA).**

This is in supersession to this Department's earlier Notification No. LE&SD.9/2023/Pt/26 dated 01.05.2026.

The Variable Dearness Allowance has been rounded off to the next higher rupee.

This issues with the concurrence of Finance (PR) Department vide I/D No.F(PR)-86/2026 dated 16.09.2026

1601/9/10/26

Sd/-
Shri F.R. Kharkongor, IAS
Principal Secretary to the Govt. of Meghalaya,
Department of Labour, Employment & Skill Development.

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Memo No.LE&SD.9/2023/Pt/33-A **Dated : Shillong, the 8th October,2026.**

Copy to: -

1. The P.S. to the Hon'ble Chief Minister, Meghalaya for favour of kind information of the Ho'nble Chief Minister.
2. The P.S. to the Hon'ble Minister, /c Labour, etc. for favour of kind information of the Ho'nble Minister.
3. The P.S. to all Ministers, Govt. of Meghalaya for favour of kind information of the Ministers.
4. The P.A. to the Chief Secretary, Govt. of Meghalaya for favour of kind information.
5. The P.A. to the Additional Chief Secretary/Principal Secretaries/Commissioner & Secretaries/Secretaries, Govt. of Meghalaya for favour of kind information.
6. The Labour Commissioner, Meghalaya, Shillong for information and necessary action.
7. Finance (Pay Revision) Department (consulted I/D above).
8. Finance (EA) Department
9. The Director of Information and Public Relations to ensure wide publicity.
10. The Director of Printing & Stationery, Meghalaya, Shillong for publication in the Extraordinary Gazette and to supply 100 copies to this Department urgently.
11. All Administrative Departments/ Heads of Department.
12. The Deputy Commissioners, East Khasi Hills District/West Jaintia Hills District/ West Garo Hills District/RiBhoi District/West Khasi Hills District/South West Khasi Hills District/ East Jaintia Hills District/South Garo Hills District/East Garo Hills District/ South West Garo Hills District/North Garo Hills District/ Eastern West Khasi Hills for favour of information.
13. The Managing Director, MTC, Meghalaya, Shillong
14. The Chairman/Chief Executive Officer, Shillong/Jowai/Tura/Williamnagar/Baghmara/ Resubelpara Municipal Boards.
15. The President, Frontier Chamber of Commerce, G.S. Road, Shillong-2
16. The Managing Director, Meghalaya Plywood Pvt. Ltd C/oBawri Mansion, Dhankheti, Shillong.
17. The General Secretary, Shillong Municipality Harijan Mazdoor Union, Bara Bazar, Harijan Colony, Shillong-2.
18. The President INTUC, Meghalaya Branch, Opp. Lumjingshai, Short Round Road, Shillong.
19. The General Secretary, AITUC, Meghalaya Branch, C/o CPI Officer, Quinton Road, Shillong-2.
20. The General Secretary, Meghalaya Power Workers' Union, C/o B.C. House, MeECL, Shillong-1.
21. The General Secretary, Garo Hills PWD Labour Union, P.O. Tikrikilla, P.S. Phulbari.
22. The General Secretary, Shillong Municipal Employees' Association, Shillong.
23. The General Secretary, Meghalaya PWD, Muster Roll Workers' Union, C/o CPI Office, Quinton Road, Shillong-1.
24. The General Secretary, All Jaintia Muster Roll Workers & Labour Union, Central Executive Committee, Headquarter, Jowai-793150.

By Orders etc.

Deputy Secretary to the Govt. of Meghalaya,
Department of Labour, Employment & Skill Development.

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File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance for employees employed in **Agriculture** w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026: -

Category of worker	Rates of V.D.A. Area wise per day (in Rupees)		
	'A'	'B'	'C'
Unskilled	204	188	186
Semi-Skilled/Unskilled Supervisory	223	204	189
Skilled/Clerical	242	223	204
Highly Skilled	267	248	223

Therefore, the minimum rates of wages including the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2026 to the employees working in Agriculture shall be as under:-

Category of worker	Rates of wages including V.D.A. Area wise per day (in Rupees)		
	A	B	C
Unskilled	333 + 204 = 537	303 + 188 = 491	300 + 186 = 486
Semi- Skilled/Unskilled Supervisory	364 + 223 = 587	335 + 204 = 539	307 + 189 = 496
Skilled/Clerical	395 + 242 = 637	364 + 223 = 587	334 + 204 = 538
Highly Skilled	438 + 267 = 705	407 + 248 = 655	364 + 223 = 587

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part I of the Notification No. S.O. 186(E) dated 19th January, 2017 of the Ministry of Labour and Employment, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexture I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

The rates of Variable Dearness Allowance for employees employed in employments in **Gypsum Mines, Barytes Mines, Bauxite Mines, Manganese Mines, China Clay Mines, Kyanite Mines, Copper Mines, Clay Mines, Magnesite Mines, White Clay Mines, Stone Mines, Steatite Mines (including the mines producing Soap Stones and Talc), Ochre Mines, Asbestos Mines, Fire Clay Mines, Chromite Mines, Quartzite Mines, Quartz Mines, Silica Mines, Graphite Mines, Felspar Mines, Laterite Mines, Dolomite Mines, Red Oxide Mines, Wolfram Mines Iron Ore Mines, Granite Mines, Rock Phosphate Mines, Hematite Mines, Marble and Calcite Mines, Uranium Mines, Mica Mines, Lignite Mines, Gravel Mines, Slate Mines and Magnetite Mines.**

Category of worker	Rates of V.D.A. (in Rs.) per day	
	For work above ground	For work below ground
Unskilled	215	267
Semi-Skilled/Unskilled Supervisory	267	317
Skilled/ Clerical	317	369
Highly Skilled	369	412

Therefore the minimum rates of wages showing the basic rates and Variable Dearness Allowance Payable w.e.f. 01.10.2026 will be as under:-

Category of worker	Rates of wages including V.D.A. (in Rs.) per day	
	For work above ground	For work below ground
Unskilled	350 – 215 = 565	437 + 267 = 704
Semi-Skilled/ Unskilled Supervisory	437 – 267 = 704	523 + 317 = 840
Skilled/ Clerical	523 + 317 = 840	610 + 369 = 979
Highly Skilled	610 + 369 = 979	683 + 412 = 1095

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Notification No. S.O. 187(E) dated 19.01.2017 and subsequent amendment notification No. S.O. 2413(E) dated 28th July, 2017 of the Ministry of Labour and Employment; whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

The rates of Variable Dearness Allowance for employees employed in **Construction Or Maintenance Of Roads Or Runways Or In Building Operations Including Laying Down Underground Electric, Wireless, Radio, Television, Telephone, Telegraph And Overseas Communication Cables And Similar Other Underground Cabling Work, Electric Lines, Water Supply Lines And Sewerage Pipe Lines.**

Category of worker	Rates of V.D.A. Area wise per day (in Rupees)		
	A	B	C
Unskilled	317	267	215
Semi-Skilled/Unskilled Supervisory	354	300	251
Skilled/Clerical	387	354	300
Highly Skilled	418	387	354

Therefore the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2026 will be as under :-

Category of worker	Rates of wages including V.D.A. (in Rupees)		
	A Area	B Area	C Area
Unskilled	523 + 317 = 840	437 + 267 = 704	350 + 215 = 565
Semi-Skilled/Unskilled Supervisory	579 + 354 = 933	494 + 300 = 794	410 + 251 = 661
Skilled/ Clerical	637 + 387 = 1024	579 + 354 = 933	494 + 300 = 794
Highly Skilled	693 + 418 = 1111	637 + 387 = 1024	579 + 354 = 933

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the Notification No. S.O. 188(E) dated 19th January, 2017 of the Ministry of Labour and Employment, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

The rates of Variable Dearness Allowance for employees employed in "STONE MINES" shall be as under:-

Item of work	Rates of Variable Dearness Allowance as on 01.10.2026
1. Excavation & removal of over burden with 50 meters lead/ 1.5 meters lift. *	
(i) Soft Soil	218
(ii) Soft Soil with rock	323
(iii) Rock	428
2. Removal and stacking of rejected stones with 50 metres lead/ 1.5 Metres lift. *	174
3. Stone breaking or Stone Crushing for the Stone size of:-	
1.0 inch to 1.5 inches	1297
Above 1.5 inches to 3.0 inches	1109
Above 3.0 inches to 5.0 inches	654
Above 5.0 inches	539

Therefore, the minimum piece rate wages showing the basic and Variable Dearness Allowance payable w.e.f. 01.10.2026 to the employees employed in Stone Mines shall be as under:-

Category	Basic wages		VDA		Total
1. Excavation & removal of overburden with 50 meters Lead/1.5 Meters lift. *					
(i) Soft Soil	351	+	218	=	569
(ii) Soft Soil with rock	531	+	323	=	854
(iii) Rock	703	+	428	=	1131
2. Removal and stacking of rejected stones with 50 meters lead/ 1.5 meters lift. *	283	+	174	=	457
3. Stone Breaking or Stone Crushing for stone size of category **					
	Basic Wages		**VDA**		**Total**
(i) 1.0 inch to 1.5 inches	2171	+	1297	=	3468
(ii) Above 1.5 inches to 3.0 inches	1857	+	1109	=	2966
(iii) Above 3.0 inches to 5.0 inches	1088	+	654	=	1742
(iv) Above 5.0 inches	893	+	539	=	1432

The workers employed on minimum guaranteed time rate of wages per day shall be entitled to time rate of minimum wages plus special allowance, if any, for unskilled category of above ground workers revised from time to time by the Central Government in respect of scheduled employment in stone mines.

* Per 2.831 cube meters (100 cubic feet)

** Per truck load of 5.662 cubic meters (200 cubic feet)

The detailed classification and explanation are as per Notification No. S.O. 189(E) dated 19th January, 2017 of the Ministry of Labour and Employment .

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated:30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

The rates of Variable Dearness Allowance for employees employed in **"Employment of Sweeping and Cleaning excluding activities prohibited under the Employment of Manual Scavengers and Construction of Dry Latrines (Prohibition) Act, 1993"**.

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	317
B	267
C	215

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2026 shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY				
	Basic Wages (Rs.)		V.D.A (Rs.)		Total (Rs.)
A	523	+	317	=	840
B	437	+	267	=	704
C	350	+	215	=	565

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the Notification No. S.O. 190(E) dated 19th January, 2017 of the Ministry of Labour and Employment, whereas classification of cities will be same as in the Part-II of the notification

dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September,2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

I. The rates of Variable Dearness Allowance for employees employed in **WATCH & WARD (without arms)** shall be as under:-

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	387
B	354
C	300

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2026to employees employed in WATCH AND WARD (without arms) shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY				
	Basic Wages (Rs.)		V.D.A. (Rs.)		Total (Rs.)
A	637	+	387	=	1024
B	579	+	354	=	933
C	494	+	300	=	794

II. The rates of Variable Dearness Allowance for employees employed in **WATCH AND WARD (with arms)** shall be as under:-

AREA	RATES OF VDA PER DAY (in Rs.)
A	418
B	387
C	354

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2026 to employees employed in WATCH AND WARD (with arms) shall be as under:-

AREA	RATES OF WAGES PLUS VDA PER DAY				
	Basic Wages (Rs.)		VDA. (Rs.)		Total (Rs.)
A	693	+	418	=	1111
B	637	+	387	=	1024
C	579	+	354	=	933

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the Notification No. S.O. 191(E) dated 19th January, 2017 of the Ministry of Labour and Employment, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

The rates of Variable Dearness Allowance for employees employed in loading and unloading in **(i) Goods sheds, Parcel Offices of Railways, (ii) Other Goods-Sheds, Go-downs, Warehouses and other similar employments ; (iii) Docks and Ports; and (iv) Passengers and Goods and Cargo Carried out at Airports (both international and domestic).**

AREA	RATES OF V.D.A. PER DAY (IN RS.)
'A'	317
'B'	267
'C'	215

Therefore, the minimum rates of wages including the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2026 shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A. PER DAY				
	Basic Wages (Rs.)		V.D.A. (Rs.)		Total (Rs.)
'A'	523	+	317	=	840
'B'	437	+	267	=	704
'C'	350	+	215	=	565

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the Notification No. S.O. 192(E) dated 19th January, 2017 of the Ministry of Labour and Employment, whereas classification of cities will be same as in the Part-II of the notification

dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

ANNEXURE

CLASSIFICATION OF AREAS

AREA – "A"					
Ahmedabad	(UA)	Hyderabad	(UA)	Faridabad complex	(M.Corpn)
Bangaluru	(UA)	Kanpur	(UA)	Ghaziabad	(UA)
Delhi	(UA)	Chennai	(UA)	Noida	
Greater Mumbai	(UA)	Nagpur	(UA)	Secunderabad	
Kolkata	(UA)	Lucknow	(UA)	Gurgaon	(M. Corpn)
Navi Mumbai	(UA)	Pune	(UA)		
AREA – "B"					
Agra	(UA)	Gwalior	(UA)	Port Blair	(UA)
Ajmer	(UA)	Hubli-Dharwad	(M. Corpn)	Puducherry	(UA)
Aligarh	(UA)	Indore	(UA)	Raipur	(UA)
Allahabad	(UA)	Jabalpur	(UA)	Rourkela	(UA)
Amravati	(M.Corpn)	Jaipur	(M.Corpn)	Rajkot	(UA)
Amritsar	(UA)	Jalandhar	(UA)	Ranchi	(UA)
Asansol	(UA)	Jalandhar-Cantt.	(UA)	Saharanpur	(M.Corpn)
Aurangabad	(UA)	Jammu	(UA)	Salem	(UA)
Bareilly	(UA)	Jamnagar	(UA)	Sangli	(UA)
Belgaum	(UA)	Jamshedpur	(UA)	Shillong	
Bhavnagar	(UA)	Jhansi	(UA)	Siliguri	(UA)
Bhiwandi	(UA)	Jodhpur	(UA)	Solapur	(M.Corpn)
Bhopal	(UA)	Kannur	(UA)	Srinagar	(UA)
Bhubaneshwar	(UA)	Kochi	(UA)	Surat	(UA)
Bikaner	(M.Corpn)	Kolhapur	(UA)	Thiruvananthapuram	(UA)
Bokaro Steel City	(UA)	Kollam	(UA)	Thrissur	(UA)
Chandigarh	(UA)	Kota	(M.Corpn)	Tiruchirappalli	(UA)
Coimbatore	(UA)	Kozhikode	(UA)	Tirupur	(UA)
Cuttack	(UA)	Ludhiana	(M.Corpn)	Ujjain	(M.Corpn)
Dehradun	(UA)	Madurai	(UA)	Vadodara	(UA)
Dhanbad	(UA)	Malappuram	(UA)	Varanasi	(UA)
Durgapur	(UA)	Malegaon	(UA)	Vasai- Virar City	(M.Corpn)
Durg-Bhilai Nagar	(UA)	Mangalore	(UA)	Vijayawada	(UA)
Erode	(UA)	Meerut	(UA)	Vishakhapatnam	(M.Corpn)
Firozabad		Moradabad	(M. Corpn)	Warangal	(UA)
Goa		Mysore	(UA)		
Gorakhpur	(UA)	Nanded Waghala	(M. Corpn)		
Greater Visakhapatnam	(M.Corpn)	Nasik	(UA)		
Gulbarga	(UA)	Nellore	(UA)		
Guntur	(UA)	Panchkula	(UA)		
Guwahati	(UA)	Patna	(UA)		

Note 1.-Area 'C' shall comprise all areas not mentioned in this list but to which the Minimum Wages Act, 1948 (11 of 1948) extends.

Note 2.- U.A. means Urban Agglomeration.

फाइल संख्या 6/1/2026-VDA

भारत सरकार

श्रम एव रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक: 30 सितम्बर,2026

<u>आदेश</u>

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ. 2451(ई) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुँचने और इसके परिणामस्वरूप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से कृषि क्षेत्र में कार्यरत कर्मचारियों के लिए परिवर्ती महंगाई भत्ते की दरों में परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महंगाई भत्ते की दरें इस प्रकार होंगी:-

कामगारों की श्रेणी	दैनिक क्षेत्रवार वी. डी. ए की दरें (रुपये में)		
	'क'	'ख'	'ग'
अकुशल	204	188	186
अर्ध-कुशल/अकुशल पर्यवेक्षी	223	204	189
कुशल/ लिपिकीय	242	223	204
अति कुशल	267	248	223

अतः कृषि क्षेत्र में कार्यरत कर्मचारियों के लिए दिनांक 01.10.2026 से देय मूल दर सहित भत्ते की न्यूनतम दर और परिवर्ती महंगाई भत्ता इस प्रकार होंगे:-

कामगारों की श्रेणी	वी .डी.ए.सहित मजदूरी की दरें क्षेत्रवार प्रतिदिन (रुपये में)		
	'क'	'ख'	'ग'
अकुशल	333 + 204 = 537	303 + 188 = 491	300 + 186 = 486
अर्ध-कुशल/अकुशल पर्यवेक्षी	364 + 223 = 587	335 + 204 = 539	307 + 189 = 496
कुशल/ लिपिकीय	395 + 242 = 637	364 + 223 = 587	334 + 204 = 538
अति कुशल	438 + 267 = 705	407 + 248 = 655	364 + 223 = 587

न्यूनतम मजदूरी सलाहकार बोर्ड के निर्णय अनुसार वी.डी.ए. को अगले उच्चतर रुपये में पूर्णांकित किया गया है।

विभिन्न वर्गों के तहत कर्मकारों का वर्गीकरण अधिसूचना संख्या एस. ओ. 186(ई) दिनांकित 19 जनवरी, 2017 के भाग-I में दिए अनुसार होगा, तथापि शहरों का वर्गीकरण दिनांक 19 जनवरी, 2017 को अधिसूचना के भाग-II में दिए अनुसार होगा। शहरों का वर्तमान वर्गीकरण क्षेत्र क, ख तथा ग के रूप में सुलभ संदर्भ हेतु अनुलग्नक-1 संलग्न है।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (2019 का 29) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

फाइल संख्या: 6/1/2026-VDA

भारत सरकार

श्रम एवं रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक: 30 सितम्बर,2026

आदेश

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ 2451(ई) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुँचने और इसके परिणामस्वरूप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से औद्योगिक कर्मकारों के लिए परिवर्ती महंगाई भत्ते की दरें में परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महंगाई भत्ते की दरें इस प्रकार होंगी।

जिप्सम खान, बैराइट खान, बॉक्साइट खान, मैंगनीज खान, पाइरा क्ले खान, क्रायलाइट खान, तांबा खान, क्ले खान, मैग्नेसाइट खान, सफेद मिट्टी खान, पत्थर खान, स्टीटाइट खान (सोप स्टोन और टैल्क का उत्पादन करने वाली खानों सहित), गेरू खान, एस्बेस्टस खान, आग मिट्टी की खान, क्रोमाइट खान, क्वार्टजाइट खान, क्वार्ट्ज खान, सिलिका खान, ग्रेफाइट खान, फेल्सस्पार खान, फॉस्फाइट खान, डोलोमाइट खान, रेड ऑक्साइड खान, बोरेक्स खान, लौह अयस्क खान, बेनाइट खान, रॉक फॉस्फेट खान, हेमेटाइट खान, संगमरमर और कैल्साइट खान, यूरेनियम खान, अभ्रक खान, लिग्नाइट खान, बजरी ग्रुअल, स्लेट खान और मैग्नेटाइट खान में कार्यरत कर्मचारियों के लिए परिवर्तनीय महंगाई भत्ते की दरें:

कामगारों की श्रेणी	क्षेत्रवार प्रतिदिन वी.डी.ए. की दरें (रुपयों में)	
	भूमि मे ऊपर कार्य के लिए	भूमि से नीचे कार्य के लिए
अकुशल	215	267
अर्ध-कुशल/अकुशल पर्यवेक्षी	267	317
कुशल/ लिपिनिय	317	369
अति कुशल	369	412

अतः दिनांक 01.10.2026 से देय मूल दर और परिवर्ती महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें निम्नानुसार होंगी:-

कामगारों की श्रेणी	क्षेत्रवार प्रतिदिन वी.डी.ए.सहित मजदूरी की दरें (रुपयों में)	
	भूमि से ऊपर कार्य के लिए	भूमि से नीचे कार्य के लिए
अकुशल	350 + 215 = 565	437 + 267 = 704
अर्ध-कुशल/ अकुशल पर्यवेक्षी	437 + 267 = 704	523 + 317 = 840
कुशल/लिपिकीय	523 + 317 = 840	610 + 369 = 979
अति कुशल	610 + 369 = 979	683 + 412 = 1095

न्यूनतम मजदूरी सलाहकार बोर्ड के निर्णय अनुसार वी.डी.ए. को अगले उच्चतर रुपये में पूर्णांकित किया गया है।

विभिन्न वर्गों के तहत कर्मकारों का वर्गीकरण श्रम एवं रोजगार मंत्रालय की अधिसूचना संख्या एस. ओ. 187(ई) दिनांकित 19 जनवरी, 2017 तथा उत्तरवर्ती संशोधन **अधिसूचना संख्या का.आ. 2413(अ) दिनांक 28 जुलाई,** 2017 में दिए अनुसार होगा, तथापि शहरों का वर्गीकरण दिनांक 19 जनवरी, 2017 की अधिसूचना के भाग-II में दिए अनुसार होगा। शहरों का वर्तमान वर्गीकरण क्षेत्र क, ख तथा ग के रूप में सुलभ संदर्भ हेतु अनुलग्नक-1 संलग्न है।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 ऑफ 2019) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

फाइल संख्या: 6/1/2026-VDA

भारत सरकार

श्रम एवं रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक:30 सितम्बर,2026

आदेश

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ 2451(इ) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुंचने और इसके परिणामस्वरूप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से औद्योगिक कर्मकारों के लिए परिवर्ती महगाई भत्ते की दरों में परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महगाई भत्ते की दरें इस प्रकार होंगी।

सड़कों या रनवे के निर्माण या रखरखाव या भूमिगत बिजली, वायरलेस, रेडियो, टेलीविजन, टेलीफोन, टेलीग्राफ और विदेशी संचार केबल और इसी तरह के अन्य भूमिगत केबलिंग कार्य, बिजली लाइनों, जल आपूर्ति लाइनों और सीवरेज पाइप लाइनों सहित अवम निर्माण कार्यों में कार्यरत कर्मचारियों के लिए परिवर्तनीय महंगाई भत्ते की दरें।

कामगारों की श्रेणी	क्षेत्रवार प्रतिदिन वी.डी.ए की दरें (रुपये में)		
	'क'	'ख'	'ग'
अकुशल	317	267	215
अर्ध-कुशल/अकुशल पर्यवेक्षी	354	300	251
कुशल/ लिपिकीय	387	354	300
अति कुशल	418	387	354

अतः, दिनांक 01.10.2026 से देय मूल दर और परिवर्ती महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें निम्नानुसार होंगी:-

कामगारों की श्रेणी	प्रतिदिन वी.डी.ए सहित मजदूरी की दरें (रुपये में)		
	'क' क्षेत्र	'ख' क्षेत्र	'ग' क्षेत्र
अकुशल	523 + 317 = 840	437 + 267 = 704	350 + 215 = 565
अर्ध-कुशल/अकुशल पर्यवेक्षी	579 + 354 = 933	494 + 300 = 794	410 + 251 = 661
कुशल/ लिपिकीय	637 + 387 = 1024	579 + 354 = 933	494 + 300 = 794
अति कुशल	693 + 418 = 1111	637 + 387 = 1024	579 + 354 = 933

न्यूनतम मजदूरी सलाहकार बोर्ड के निर्णय अनुसार वी.डी.ए. को अगले उच्चतर रुपये में पूर्णांकित किया जाता है।

विभिन्न वर्गों के तहत कर्मकारों का वर्गीकरण अधिसूचना संख्या एस. ओ. 188 (ई) दिनांकित 19 जनवरी, 2017 के भाग-I में दिए अनुसार होगा, तथापि शहरों का वर्गीकरण दिनांक 19 जनवरी, 2017 को अधिसूचना के भाग-II में दिए अनुसार होगा। शहरों का वर्तमान वर्गीकरण क्षेत्र क, ख तथा ग के रूप में सुलभ संदर्भ हेतु अनुलग्नक-1 संलग्न है।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 ऑफ 2019) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

फाइल संख्या: 0/1/2026-VDA

भारत सरकार

श्रम एवं रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक: 30 सितम्बर,2026

आदेश

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ. 2451(ई) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुँचने और इसके परिणामस्वरूप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से औद्योगिक कर्मकारों के लिए परिवर्ती महंगाई भत्ते की दरों में परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महंगाई भत्ते की दरें इस प्रकार होंगी।

"पत्थर खानों" में कार्यरत कर्मचारियों हेतु वी.डी.ए की दरें निम्नानुसार हैं:-

कार्य विवरण	दिनांक 01.10.2026 से परिवर्ती महंगाई भत्ते की दरें
1. 50 मीटर लेड/1.5 मीटर लिफ्ट के साथ अतिरिक्त भार की खुदाई व निष्कासन'	
(i) नर्म मिट्टी	रु. 218
(ii) चट्टान सहित नर्म मिट्टी	रु. 323
(iii) चट्टान	रु. 428
2. 50 मीटर लेड/1.5 मीटर लिफ्ट के साथ अस्वीकृत पत्थरों का निष्कासन व ढेर लगाना	रु. 174
3. निम्नलिखित आकार के पत्थर हेतु पत्थर तोड़ना या पत्थर पेराई:-	
1.0 इंच से 1.5 इंच तक	रु. 1297
1.5 इंच के ऊपर से 3.0 इंच तक	रु. 1109
3.0 इंच के ऊपर से 5.0 इंच तक	रु. 654
5.0 इंच के ऊपर	रु. 539

अतः दिनांक 01.10.2026 से देय मूल दर और परिवर्तनीय महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें पत्थर खानों में कार्यरत कर्मचारियों के लिए निम्नानुसार होंगी:-

श्रेणी	मूल मजदूरी	वीडीए	कुल
1. 50 मीटर लेड/1.5 मीटर लिफ्ट के साथ			
अतिरिक्त भार की खुदाई व निष्कासन			
(i) नर्म मिट्टी	रु. 351	+ रु. 218	= रु. 569
(ii) चट्टान सहित नर्म मिट्टी	रु. 531	+ रु. 323	= रु. 854
(iii) चट्टान	रु. 703	+ रु. 428	= रु. 1131
2. 50 मीटर लेड/1.5 मीटर लिफ्ट के साथ अस्वीकृत पत्थरों का निष्कासन व ढेर लगाना	रु. 283	+ रु 174	= रु. 457

3. निम्नलिखित आकार के पत्थर हेतु पत्थर तोड़ना या पत्थर पेराई:-	मूल मजदूरी	वीडीए	कुल
(i) 1.0 इंच से 1.5 इंच तक	रु. 2171	+ रु. 1297	= रु. 3468
(ii) 1.5 इंच के ऊपर से 3.0 इंच तक	रु. 1857	+ रु. 1109	= रु. 2966
(iii) 3.0 इंच के ऊपर से 5.0 इंच तक	रु 1088	+ रु. 654	= रु. 1742
(iv) 5.0 इंच के ऊपर	रु. 893	+ रु. 539	= रु. 1432

दैनिक मजदूरी की न्यूनतम गारंटीकृत समय दर पर कार्यरत कामगार पत्थर खानें में अनुसूचित नियोजन के संबंध में केन्द्रीय सरकार द्वारा समय-समय पर सतह के ऊपर काम करने वाले कामगारों के अकुशल वर्ग हेतु विशिष्ट भत्ते, यदि कोई है तो, के साथ न्यूनतम मजदूरी के समय दर के हकदार होंगे।

* प्रति 2.831 घन मीटर (100 घन फीट)

** 5.662 घन मीटर प्रति टन भार (200 घन फीट)

विस्तृत वर्गीकरण और स्पष्टीकरण श्रम एवं रोजगार मंत्रालय की अधिसूचना संख्या एस. ओ. 189(ई) दिनांक 19 जनवरी, 2017 के अनुसार हैं।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 ऑफ 2019) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

फाइल संख्या 6/1/2026-VDA

भारत सरकार

श्रम एवं रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक: 30 सितम्बर,2026

आदेश

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ 2451(इ) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुँचने और इसके परिणामस्वरूप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से औद्योगिक कर्मकारों के लिए परिवर्ती महंगाई भत्ते की दरों में परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महंगाई भत्ते की दरें इस प्रकार होंगी।

सफाई कर्मचारी नियोजन और शुष्क शौचालय सन्निर्माण (प्रतिषेध) अधिनियम, 1993 के अंतर्गत निषेध क्रियाकलापों के अलावा झाड़ू लगाने और सफाई करने के नियोजन में कार्यरत कर्मचारियों हेतु वी.डी.ए. की दरें

क्षेत्र	दैनिक वी.डी.ए. की दरें (रुपयों में)
क	317
ख	267
ग	215

दिनांक 01.10.2026 से देय मूल दर और परिवर्ती महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें निम्नानुसार होंगी:-

क्षेत्र	दैनिक आधार पर मजदूरी दर+ वी.डी.ए.				
	मूल मजदूरी (रुपयों में)		वी.डी.ए. (रुपयों में)		कुल (रुपयों में)
क	523	+	317	=	840
ख	437	+	267	=	704
ग	350	+	215	=	565

न्यूनतम मजदूरी सलाहकार बोर्ड के निर्णय के अनुसार वी.डी.ए. को अगले उच्चतर रुपये में पूर्णांकित किया गया है।

विभिन्न वर्गों के तहत कर्मकारों का वर्गीकरण अधिसूचना संख्या एस. ओ. 190(इ) दिनांकित 19 जनवरी, 2017 के भाग-I में दिए अनुसार होगा, तथापि शहरों का वर्गीकरण दिनांक 19 जनवरी,

2017 की अधिसूचना के भाग-II में दिए अनुसार होगा। शहरों का वर्तमान वर्गीकरण क्षेत्र क, ख तथा ग के रूप में सुलभ संदर्भ हेतु अनुलग्नक-1 संलग्न है।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 ऑफ 2019) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

फाइल संख्या: 6/1/2026-VDA

भारत सरकार

श्रम एवं रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक: 30 सितम्बर,2026

आदेश

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ 2451(ई) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुँचने और इसके परिणामस्वरूप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से औद्योगिक कर्मकारों के लिए परिवर्ती महंगाई भत्ते की दरों में परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महंगाई भत्ते की दरें इस प्रकार होंगी।

I. वीडीए की दरें, वॉच एण्ड वार्ड (बिना हथियार के) में कार्यरत कर्मचारियों के लिए निम्नानुसार होंगी:-

क्षेत्र	दैनिक वी.डी.ए. की दरें (रुपयों में)
क	387
ख	354
ग	300

अतः दिनांक 01.10.2026 से देय मूल दर और परिवर्ती महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें वॉच एण्ड वार्ड (बिना हथियार के) में कार्यरत कर्मचारियों के लिए निम्नानुसार होंगी:-

क्षेत्र	दैनिक आधार पर मजदूरी दर+ वी.डी.ए.				
	मूल मजदूरी		वी.डी.ए(रुपयों में).		कुल (रुपयों में)
क	637	+	387	=	1024
ख	579	+	354	=	933
ग	494	+	300	=	794

II. वीडीए की दरें, वॉच एण्ड वार्ड (हथियार के साथ) में कार्यरत कर्मचारियों के लिए निम्नानुसार होंगी:

क्षेत्र	दैनिक वी.डी.ए. की दरें (रुपयों में)
क	418
ख	387
ग	354

अतः दिनांक 01.10.2026 से देय मूल दर और परिवर्ती महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें वॉच एण्ड वार्ड (हथियार के साथ) में कार्यरत कर्मचारियों के लिए निम्नानुसार होंगी:-

क्षेत्र	दैनिक आधार पर मजदूरी दर + वी.डी.ए.				
	मूल मजदूरी		वी.डी.ए(रुपयों में).		कुल(रुपयों में)
क	693	+	418	=	1111
ख	637	+	387	=	1024
ग	579	+	354	=	933

न्यूनतम मजदूरी सलाहकार बोर्ड के निर्णय के अनुसार वी.डी.ए. को अगले उच्चतर रुपये में पूर्णांकित किया गया है।

विभिन्न वर्गों के तहत कर्मकारों का वर्गीकरण अधिसूचना संख्या एस. ओ. 191(ई) दिनांकित 19 जनवरी, 2017 के भाग-I में दिए अनुसार होना, तथापि शहरों का वर्गीकरण दिनांक 19 जनवरी, 2017 को अधिसूचना के भाग-II में दिए अनुसार होगा। शहरों का वर्तमान वर्गीकरण क्षेत्र क, ख तथा ग के रूप में सुलभ संदर्भ हेतु अनुलग्नक-1 संलग्न है।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 ऑफ 2019) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

फाइल संख्या: 6/1/2026-VDA

भारत सरकार

श्रम एवं रोजगार मंत्रालय

श्रम ब्यूरो

चंडीगढ़

दिनांक:30 सितम्बर,2026

आदेश

श्रम एवं रोजगार मंत्रालय के दिनांक 12 मई, 2026 की अधिसूचना सं. एस.ओ. 2451(ई) के अंतर्गत केन्द्रीय सरकार द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए अधोहस्ताक्षरी द्वारा औद्योगिक कामगारों के लिए औसत उपभोक्ता मूल्य सूचकांक के दिनांक 30.06.2026 (सम्बद्ध आधार वर्ष 2016=100) को 424.80 से 431.42 पर पहुँचने और इसके परिणामस्वरुप इसमें 6.62 अंकों की बढ़त होने के आधार पर एतद्द्वारा दिनांक 01.10.2026 से औद्योगिक कर्मकारों के लिए परिवर्ती महंगाई भत्ते की दरों मे परिशोधन किया जाता है। दिनांक 01.10.2026 से परिशोधित परिवर्ती महंगाई भत्ते की दरें इस प्रकार होंगी।

(i) मुइस शेड, रेलवे के पार्सल कार्यालय, (ii) अन्य मुइस-शेड, गो-डाउन, गोदाम और अन्य समान रोजगार में लोडिंग और अनलोडिंग में कार्यरत कर्मचारियों के लिए वी.डी.ए. की दरें; (iii) डॉक एवं पोर्ट्स और (iv) हवाई अड्डों (अंतर्राष्ट्रीय और घरेलू दोनों) पर यात्रियों और माल और कार्गो की ढुलाई में कार्यरत कर्मचारियों के लिए वी डी.ए. की दरें।

क्षेत्र	प्रतिदिन वी.डी.ए की दरें (रुपयों में)
'क'	317
'ख'	267
'ग'	215

अतः, दिनांक 01.10.2026 से देय मूल दर और परिवर्ती महंगाई भत्ते को दर्शाती न्यूनतम मजदूरी की दरें निम्नानुसार होंगी:-

क्षेत्र	प्रतिदिन वी.डी.ए सहित मजदूरी की दरें				
	मूल मजदूरी (रुपये)		परिवर्तनीय महंगाई भत्ता (रुपये)		कुल (रुपये)
'क'	523	+	317	=	840
'ख'	437	+	267	=	704
'ग'	350	+	215	=	565

न्यूनतम मजदूरी सलाहकार बोर्ड के निर्णय अनुसार वी.डी.ए. को अगले उच्चतर रुपये में पूर्णांकित किया गया है।.

विभिन्न वर्गों के तहत कर्मकारों का वर्गीकरण अधिसूचना संख्या एस. ओ. 192(ई) दिनांकित 19 जनवरी, 2017 के भाग-I में दिए अनुसार होगा, तथापि शहरों का वर्गीकरण दिनांक 19 जनवरी, 2017 को अधिसूचना के भाग-II में दिए अनुसार होगा। शहरों का वर्तमान वर्गीकरण क्षेत्र क, ख तथा ग के रूप में सुलभ संदर्भ हेतु अनुलग्नक-I संलग्न है।

यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 ऑफ 2019) की धारा 69 की उपधारा (2) के अनुभरण में जारी की जा रही है।

(श्याम सिंह नेगी)
महानिदेशक
श्रम ब्यूरो

उपाबंध

क्षेत्रों का वर्गीकरण

क्षेत्र - "अ"

अहमदाबाद	(यूए)	हैदराबाद	(यूए)	फरीदाबाद काम्पलेक्स	(नगर निगम)
बंगलुरू	(यूए)	कानपुर	(यूए)	गाज़ियाबाद	(यूए)
दिल्ली	(यूए)	चेन्नई	(यूए)	नोएडा	
बृहत्त मुंबई	(यूए)	नागपुर	(यूए)	सिकंदराबाद	
कोलकाता	(यूए)	लखनऊ	(यूए)	गुडगाँव	(नगर निगम)
नवी मुंबई	(यूए)	पुणे	(यूए)		
क्षेत्र - "आ"					
आगरा	(यूए)	ग्वालियर 1 (यूए)		पोर्ट ब्लेयर	(यूए)
अजमेर	(यूए)	हुबली-धारवाड़	(नगर निगम)	पुडुचेरी	(यूए)
अलीगढ़	(यूए)	इंदौर	(यूए)	रायपुर	(यूए)
इलाहाबाद	(यूए)	जबलपुर	(यूए)	राउरकेला	(यूए)
अमरावती	(नगर निगम)	जयपुर	(नगर निगम)	राजकोट	(यूए)
अमृतसर	(यूए)	जालंधर	(यूए)	रांची	(यूए)
आसनसोल	(यूए)	जालंधर-छावनी	(यूए)	सहारनपुर	(नगर निगम)
औरंगाबाद	(यूए)	जम्मू	(यूए)	सेलम	(यूए)
बरेली	(यूए)	जामनगर	(यूए)	सांगली	(यूए)
बेलगांव	(यूए)	जमशेदपुर	(यूए)	शिलांग	
भावनगर	(यूए)	झांसी	(यूए)	सिलीगुड़ी	(यूए)
भिवंडी	(यूए)	जोधपुर	(यूए)	सोलापुर	(नगर निगम)
भोपाल	(यूए)	कन्नूर	(यूए)	श्रीनगर	(यूए)
भुवनेश्वर	(यूए)	कोच्चि	(यूए)	सूरत	(यूए)
बीकानेर	(नगर निगम)	कोल्हापुर	(यूए)	तिरुवंतपुरम्	(यूए)
बोकारो स्टील सिटी	(यूए)	कोल्लम	(यूए)	त्रिशूर	(यूए)
चंडीगढ़	(यूए)	कोटा	(नगर निगम)	तिरुचिरापल्ली	(यूए)
कोयम्बटूर	(यूए)	कोझिकोड	(यूए)	तिरुपुर	(यूए)
कटक	(यूए)	लुधियाना	(नगर निगम)	उज्जैन	(नगर निगम)
देहरादून	(यूए)	मदुरै	(यूए)	वडोदरा	(यूए)
धनबाद	(यूए)	मलप्पुरम	(यूए)	वाराणसी	(यूए)
दुर्गापुर	(यूए)	मालेगांव	(यूए)	वसई- विरार शहर	(नगर निगम)
दुर्ग-भिलाई नगर	(यूए)	मंगलौर	(यूए)	विजयवाड़ा	(यूए)
इरोड	(यूए)	मेरठ	(यूए)	विशाखापत्तनम	(नगर निगम)
फिरोजाबाद		मुरादाबाद	(नगर निगम)	वारंगल	(यूए)
गोवा		मैसूर	(यूए)		
गोरखपुर	(यूए)	नांदेड़ वाघाला	(नगर निगम)		
बृहत्त विशाखापत्तनम	(नगर निगम)	नासिक	(यूए)		
गुलबर्गा	(यूए)	नेल्लोर	(यूए)		
गुंटूर	(यूए)	पंचकुला	(यूए)		
गुवाहाटी	(यूए)	पटना	(यूए)		

टिप्पण 1 : क्षेत्र "इ" ऐसे सभी क्षेत्रों से मिलकर बनेगा, जो इस सूची में वर्णित नहीं है किंतु जिन्हें न्यूनतम मजदूरी अधिनियम, 1948 (1948 का 11) लागू होता है ।

टिप्पण 2 : यूए से शहरी समूह अभिप्रेत है ।

झारखण्ड सरकार
श्रम, नियोजन, प्रशिक्षण एवं कौशल विकास विभाग

अधिसूचना

एस०ओ० ..... दिनांक .....

मजदूरी संहिता, 2019 (2019 का 29) की धारा–6 के द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए झारखण्ड राज्यपाल एतद् संबंधी संलग्न अनुसूची–1 में उल्लिखित झारखण्ड राज्य के जिलों/क्षेत्रों का वर्गीकरण के प्रायोज्य सभी नियोजनों में कार्यरत कर्मचारियों की विभिन्न श्रेणियों के लिए निर्धारित/पुनरीक्षित न्यूनतम मजदूरी दरों में, औसत उपभोक्ता मूल्य सूचकांक के आधार पर परिवर्तनशील मँहगाई भत्ता घोषित करते हैं, जो नीचे दी गई अनुसूची के स्तम्भ–2 में प्रदर्शित मासों के लिए उक्त अधिनियम की धारा–2 के खण्ड (डी) के प्रयोजन के निमित तालिका के स्तम्भ–3 में यथा प्रदर्शित रूप में होंगे।

क्र० सं०	माह एवं वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 2016 = 100)
1	2	3
1.	जनवरी, 2026	148.6
2.	फरवरी, 2026	148.5
3.	मार्च, 2026	149.1
4.	अप्रैल, 2026	149.9
5.	मई, 2026	150.8
6.	जून, 2026	151.9
7.	कुल	898.8
8.	6 माह का औसत	898.8 ÷ 6 = 149.8
9.	Conversion from new series (2016 = 100) to Old series (2001 = 100)	149.8 × 2.88 = 431.42 या **431**
10.	जनवरी, 2023 से जून, 2023 की अवधि के आधार पर पुनरीक्षित/निर्धारित औसत सूचकांक	386 बिन्दु
	सूचकांक में वृद्धि	431 – 386 = 45 बिन्दु
11.	प्रतिशत वृद्धि = $\frac{45 \times 100}{386}$	**11.65 %**

2. परिवर्तनशील महँगाई भत्ता की दरें अखिल भारतीय उपभोक्ता मूल्य सूचकांक के उस औसत बिन्दु पर आधारित होंगी, जिस पर सम्बी नियोजनों में परिवर्तनशील महँगाई भत्ता की दरें निर्धारित/पुनरीक्षित की गई है। उल्लेखनीय है कि जनवरी, 2023 से जून, 2023 की

अवधि के औसत सूचकांक के आधार पर व झारखण्ड न्यूनतम् मजदूरी परामर्शदातृ पर्षद के बैठक के आधार पर पुनरीक्षित न्यूनतम् मजदूरी की मूल दरें दिनांक–11.03.2024 से प्रभावी है।

3. सूचकांक में यथा स्थिति वृद्धि अथवा ह्रास के अनुसार न्यूनतम मजदूरी की दरों में उपर्युक्त अनुसूची के स्तम्भ–3 में अंकित दर से वृद्धि या कमी की जाएगी और उसे परिवर्तनशील महँगाई भत्ता का अंश समझा जाएगा। परन्तु यदि सूचकांक उस बिन्दु से कम हो जाय जिस पर परिवर्तनशील महँगाई भत्ता की दरें निर्धारित/पुनरीक्षित की गई है, तो उक्त अधिनियम के अन्तर्गत निर्धारित परिवर्तनशील महँगाई भत्तों की दरों में कमी नहीं होगी।

4. परिवर्तनशील महँगाई भत्ता का भुगतान उपर्युक्त दर से, जो जनवरी, 2026 से जून, 2026 (वर्ष–2026 के प्रथम अर्द्धांश) के अखिल भारतीय उपभोक्ता मूल्य सूचकांक के औसत पर आधारित है, जो **दिनांक–01.10.2026 की तिथि से देय होगा।**

5. पुनरीक्षित न्यूनतम मजदूरी की मूल दरें, जिस पर परिवर्तनशील महँगाई भत्ता प्रभावी है, सभी प्रतिष्ठानों में लागू है।

संख्या–2/एम0डब्लू0–2071/2010 (भाग–3) श्र0नि0, 1603 राँची, दिनांक 15/10/26

झारखण्ड राज्यपाल के आदेश से,

15/10/2026

अवर सचिव,

श्रमायुक्त, कार्यालय, झारखण्ड।

अधिसूचना

एस0ओ0.....दिनांक ..... का अंग्रेजी भाषा में निम्नांकित अनुवाद झारखण्ड राज्यपाल के प्राधिकार से इसके द्वारा प्रकाशित किया जाता है, जो भारतीय संविधान के अनुच्छेद–348 के खण्ड–3 के अधीन अंग्रेजी भाषा में प्राधिकृत पाठ समझा जाएगा।

झारखण्ड राज्यपाल के आदेश से,

15/10/2026

अवर सचिव,

श्रमायुक्त, कार्यालय, झारखण्ड।

NOTIFICATION

S.O...../dated ...../In exercise of the powers conferred by section-6 of the Code on Wages, 2019 (29 of 2019), The Governor of Jharkhand is pleased to declare Variable Dearness Allowance (V.D.A.) on the basis of average consumer price index in the minimum rates of wages fixed/revised for the different categories of employees employed in all employments applicable to classification of districts/areas of Jharkhand state mentioned in the attached Schedule-1, for the months shown in column-2 of the schedule mentioned below, shall be as shown in column-3 of the said schedule for the purpose of clause (d) of section-2 of the said Act.

S.N.	Month & Year	All India Consumer Price Index No. (2016 =100)
1	2	3
1	January, 2026	148.6
2	February, 2026	148.5
3	March, 2026	149.1
4	April, 2026	149.9
5	May, 2026	150.8
6	June, 2026	151.9
7	**Total**	898.8
8	Average	898÷ 6 = 149.8
9	Conversion from new series (2016 = 100) to Old series (2001 = 100)	149.8 X 2.88 = 431.42 OR, 431
10	Revised/determined average index based on the period January, 2023 to June, 2023	386 Point
	Increase in CPI	431 - 386 = 45 Point
11	**Percentage Increase** = 45 X 100 / 386	**11.65 % increase**

2. The rates of variable dearness allowance will be based on the average of all India Consumer Price Index on which the minimum rates of wages have been fixed/revised in all employments. It is noteworthy that on the basis of the average index for the period from January, 2023 to June, 2023 and on the basis of the meeting of Jharkhand Minimum Wage Advisory Board, the above revised basic rates of minimum wage are effective from 11.03.2024.

3. There will be increase or decrease in rates of wages shown in column-3 of schedule with rise or fall as the case may be in aforesaid Index of the schedule employments and it will be deemed as variable dearness allowance component. But even if index falls below the points on which minimum rates of wages had been fixed/revised, there will not be any reduction in the minimum wages fixed/revised.

4. The payment of variable dearness allowance on the basis of average Consumer Price Index of January, 2026 to June, 2026 which is 1st half of 2026, will be payable **from 01.10.2026.**

5. The revised minimum basic rates of wages, on which the Variable Dearness Allowance (VDA) is effective, are applicable in all establishments.

No-02/MW-2071/2010(Part-3) L&T- 1604 **Ranchi, Dated** 15/10/26

By Order of the Governor of Jharkhand,

Rc.
15/10/2026

Under Secretary,
Labour Commissioner Office, Jharkhand.

अनुसूची – 1

दिनांक 11 अक्टूबर 2023 को झारखण्ड न्यूनतम मजदूरी परामर्षदात्र पर्षद के बैठक में हुए सहमति के आलोक में न्यूनतम मजदूरी पुनरीक्षण हेतु झारखण्ड राज्य के क्षेत्रों का वर्गीकरण निम्नवत है :–

झारखण्ड राज्य के जिलों/क्षेत्रों का वर्गीकरण

क्र0सं0	श्रेणी	आच्छादित क्षेत्र
1	2	3
1	A	राँची नगर निगम, बोस नगर निगम, धनबाद नगर निगम, देवघर नगर निगम, हजारीबाग नगर निगम एवं जमशेदपुर अधिसूचित क्षेत्र, मानगो नगर निगम, जुगसलाई नगर परिषद् क्षेत्र एवं आदित्यपुर नगर निगम क्षेत्र।
2	B	"A" श्रेणी को छोड़कर अन्य सभी जिलों के नगरनिकाय क्षेत्र (नगरनिगम, नगर परिषद् व नगर पंचायत)
3	C	राज्य के अन्य क्षेत्र

"A" श्रेणी के क्षेत्र *(राँची नगर निगम, बोस नगर निगम, धनबाद नगर निगम, देवघर नगर निगम, हजारीबाग नगर निगम एवं जमशेदपुर अधिसूचित क्षेत्र, मानगो नगर निगम, जुगसलाई नगर परिषद् क्षेत्र एवं आदित्यपुर नगर निगम क्षेत्र)* **हेतु दिनांक–01.10.2026 से निर्धारित न्यूनतम् मजदूरी (V.D.A. सहित) इस प्रकार है:–**

दैनिक दरें

क्र0सं0	कोटि	दिनांक– 11.03.2024 से निर्धारित मूल मजदूरी	परिवर्त्तशील महँगाई भत्ता (दिनांक– 01.10.2026 से देय)	कुल
1	2	3	4	5
1	अकुशल	468	55	**523**
2	अर्द्धकुशल	491	57	**548**
3	कुशल	647	75	**722**
4	अतिकुशल	746	87	**833**

मासिक दरें

क्र0सं0	कोटि	दिनांक– 11.03.2024 से निर्धारित मूल मजदूरी	परिवर्त्तशील महँगाई भत्ता (दिनांक– 01.10.2026 से देय)	कुल
1	2	3	4	5
1	अकुशल	12,168	1418	**13586**
2	अर्द्धकुशल	12,766	1487	**14253**
3	कुशल	16,822	1960	**18782**
4	अतिकुशल	19,396	2260	**21656**

"B" श्रेणी के क्षेत्र *("A" श्रेणी को छोड़कर अन्य सभी जिलों के नगरनिकाय क्षेत्र)* हेतु दिनांक–01.10.2026 से निर्धारित न्यूनतम् मजदूरी (V.D.A. सहित) इस प्रकार है:–

दैनिक दरें

क्र0सं0	कोटि	दिनांक– 11.03.2024 से निर्धारित मूल मजदूरी	परिवर्त्तशील महँगाई भत्ता (दिनांक– 01.10.2026 से देय)	कुल
1	*2*	*3*	*4*	*5*
1	अकुशल	446	52	**498**
2	अर्द्धकुशल	468	55	**523**
3	कुशल	617	72	**689**
4	अतिकुशल	712	83	**795**

मासिक दरें

क्र0सं0	कोटि	दिनांक– 11.03.2024 से निर्धारित मूल मजदूरी	परिवर्त्तशील महँगाई भत्ता (दिनांक– 01.10.2026 से देय)	कुल
1	*2*	*3*	*4*	*5*
1	अकुशल	11,596	1351	**12947**
2	अर्द्धकुशल	12,168	1418	**13586**
3	कुशल	16,042	1869	**17911**
4	अतिकुशल	18,512	2157	**20669**

"C" श्रेणी के क्षेत्र (राज्य के नगर निकाय क्षेत्र को छोड़कर अन्य क्षेत्र) हेतु दिनांक–01.10.2026 से निर्धारित न्यूनतम् मजदूरी (V.D.A. सहित) इस प्रकार है:–

दैनिक दरें

क्र0सं0	कोटि	दिनांक– 11.03.2024 से निर्धारित मूल मजदूरी	परिवर्त्तशील महँगाई भत्ता (दिनांक– 01.10.2026 से देय)	कुल
1	*2*	*3*	*4*	*5*
1	अकुशल	425	50	**475**
2	अर्द्धकुशल	446	52	**498**

3	कुशल	588	69	**657**
4	अतिकुशल	678	79	**757**

मासिक दरें

क0सं0	कोटि	दिनांक– 11.03.2024 से निर्धारित मूल मजदूरी	परिवर्तशील महँगाई भत्ता (दिनांक– 01.10.2026 से देय)	कुल
1	*2*	*3*	*4*	*5*
1	अकुशल	11,050	1287	**12337**
2	अर्द्धकुशल	11,596	1351	**12947**
3	कुशल	15,288	1781	**17069**
4	अतिकुशल	17,628	2054	**19682**

2. **यह अधिसूचना दिनांक–01.10.2026 से प्रभावी होगी।**

टिप्पणी :–

(क) न्यूनतम मजदूरी की मूल दरों का पुनरीक्षण अखिल भारतीय उपभोक्ता मूल्य सूचकांक 386, जो जून, 2023 के सूचकांक व झारखण्ड न्यूनतम मजदूरी परामर्शदातृ पर्षद की बैठक में हुए सहमति/विमर्श पर आधारित है।

(ख) जनवरी, 2026 से जून, 2026 तक का औसत सूचकांक 431, जिस पर महँगाई भत्ता देय है।

(ग) झारखण्ड न्यूनतम मजदूरी परामर्शदातृ पर्षद की सहमति के आलोक में परिवर्त्तनशील महँगाई भत्ता पूर्णांक (round off) में परिवर्तित कर दिया गया है।

(घ) न्यूनतम मजदूरी की दरें मजदूरी संहिता, 2019 की धारा–6 की उप धारा–(1) के अन्तर्गत होंगी।

(ङ) मासिक मजदूरी की दरों का दैनिक मजदूरी की दरों में तथा दैनिक मजदूरी की दरों का मासिक मजदूरी की दरों में रुपांतरण क्रमशः 26 से भाग दे कर और 26 से गुणा कर के किया जाएगा।

(च) न्यूनतम मजदूरी की उपर्युक्त निर्धारित दरों में सात दिनों की अवधि में विश्राम के दिन के लिए कर्मचारियों को देय पारिश्रमिक शामिल है।

(छ) साप्ताहिक विश्राम के दिन काम करने वाले कर्मचारी न्यूनतम मजदूरी नियमावली, 1951 के नियम–25 में विहित दर से समयोपरि काम का भुगतान पाने का हकदार होगा।

(ज) पुरुष या स्त्री कामगार एक ही काम या उसी प्रकार के काम के लिए समान दर पर मजदूरी पायेंगे।

(झ) यह तत्काल अधिसूचना मजदूरी संहिता, 2019 (29 का 2019) की धारा 69 की उपधारा (2) के अनुसरण में जारी की जा रही है और यह उक्त संहिता की धारा 7 की उपधारा (2) के अनुसरण में आगामी आदेश जारी होने तक लागू रहेगी।

संख्या–2/एम0डब्लू0–2071/2010 (भाग–3) श्र0नि0, 1603 राँची, दिनांक 15/10/26

झारखण्ड राज्यपाल के आदेश से,

15/10/2026

अवर सचिव,
श्रमायुक्त, कार्यालय, झारखण्ड।

Annexure- 1

In the light of the consensus reaches in the meeting of Jharkhand Minimum Wages Advisory Board on October 11, 2023, the classification of areas of Jharkhand state is made as follows :-

Classification of districts/ areas of Jharkhand State.

Sl.No.	Category	Covered Areas
1	*2*	*3*
1	A	Ranchi Municipal Corporation, Chas Municipal Corporation, Dhanbad Municipal Corporation, Deoghar Municipal Corporation, Hazaribagh Municipal Corporation and Jamshedpur Notified Area, Mango Municipal Corporation, Jugsalai Municipal Council and Adityapur Municipal Corporation Areas.
2	B	All Civic Body/ Municipal Areas and Notified Area except "A" category)
3	C	Other areas of the state.

The Minimum Wage for "A" Category area *(Ranchi Municipal Corporation, Chas Municipal Corporation, Dhanbad Municipal Corporation, Deoghar Municipal Corporation, Hazaribagh Municipal Corporation and Jamshedpur Notified Area, Mango Municipal Corporation, Jugsalai Municipal Council and Adityapur Municipal Corporation Areas)* **from dated 01.10.2026 is as follows:-**

Daily Rates

S.No.	Category	Basic wages fixed as on 11.03.2024	Variable dearness allowance w.e.f. 01.10.2026	Total
1	*2*	*3*	*4*	*5*
1	Unskilled	468	55	523
2	Semi Skilled	491	57	548
3	Skilled	647	75	722
4	Highly Skilled	746	87	833

Monthly Rates

S.No.	Category	Basic wages fixed as on 11.03.2024	Variable dearness allowance w.e.f. 01.10.2026	Total
1	2	3	4	5
1	Unskilled	12,168	1418	13586
2	Semi Skilled	12,766	1487	14253
3	Skilled	16,822	1960	18782
4	Highly Skilled	19,396	2260	21656

The Minimum Wage for "B" Category area *(All Civic Body/ Municipal Areas and Notified Area except "A" category)* **from dated 01.10.2026 is as follows :-**

Daily Rates

S.No.	Category	Basic wages fixed as on 11.03.2024	Variable dearness allowance w.e.f. 01.10.2026	Total
1	2	3	4	5
1	Unskilled	446	52	498
2	Semi Skilled	468	55	523
3	Skilled	617	72	689
4	Highly Skilled	712	83	795

Monthly Rates

S.No.	Category	Basic wages fixed as on 11.03.2024	Variable dearness allowance w.e.f. 01.10.2026	Total
1	2	3	4	5
1	Unskilled	11,596	1351	12947
2	Semi Skilled	12,168	1418	13586
3	Skilled	16,042	1869	17911
4	Highly Skilled	18,512	2157	20669

The Minimum Wage for "C" Category area *(Areas other than municipal areas of the State)* **from dated 01.10.2026 is as follows**

Daily Rates

S.No.	Category	Basic wages fixed as on 11.03.2024	Variable dearness allowance w.e.f. 01.10.2026	Total
1	*2*	*3*	*4*	*5*
1	**Unskilled**	425	50	**475**
2	**Semi Skilled**	446	52	**498**
3	**Skilled**	588	69	**657**
4	**Highly Skilled**	678	79	**757**

Monthly Rates

S.No.	Category	Basic wages fixed as on 11.03.2024	Variable dearness allowance w.e.f. 01.10.2026	Total
1	*2*	*3*	*4*	*5*
1	**Unskilled**	11,050	1287	**12337**
2	**Semi Skilled**	11,596	1351	**12947**
3	**Skilled**	15,288	1781	**17069**
4	**Highly Skilled**	17,628	2054	**19682**

2. **This notification will be effective from 01.10.2026.**

NOTE:-

(a) The Basic rates of Minimum wages are based on the All India Consumer Price Index Number 386, which is Price Index of June, 2023

(b) The average index from January, 2026 to June, 2026 is 431, on which dearness allowance is payable.

(c) In the light of the consent of Jharkhand Minimum wage Advisory Board, the rate of variable dearness allowance has been rounded off.

(d) The rates of Minimum Wages shall be within the meaning of sub-section (1) of section-6 of the Code on Wages, 2019.

(e) Conversion of the monthly rates of wages into daily rates of wages and vice versa shall be worked out by dividing the monthly rates by 26 and multiplying the daily rates by 26.

(f) The rates of Minimum Wages above include the remuneration payable to the employees in respect of the day of rest in every period of seven days.

(g) An employee shall, for the work done on the weekly day of rest, be entitled to overtime payment of the rate prescribed in rule-25 of the Jharkhand Minimum Wages Rules-1951.

(h) Men and Women workers shall get the same rates of wages for the work of a similar nature .

(i) The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019) and shall remain in force till the corresponding order is issued in pursuance of sub-section (2) of section 7 of the said Code.

No-2/MW-2071/2010(Part-3), L & T-.....1603.....**Ranchi, Dated** ..15/10/24...

By order of the Governor of Jharkhand,

15/10/2024

Under Secretary,
Labour Commissioner Office, Jharkhand.

ज्ञापांक–2 / एम०डब्लू०–2071 / 2010 (भाग–3)श्र०नि०.1603.. राँची, दिनांक:.15/10/24

प्रतिलिपिः– अधीक्षक राजकीय मुद्रणालय, डोरन्डा, झारखण्ड, राँची को सूचनार्थ एवं राजपत्र के आगामी असाधारण अंक में प्रकाशनार्थ प्रेषित। उनसे अनुरोध है कि वे इस गजट की 500 प्रतियाँ विभाग को उपलब्ध कराने का कष्ट करें।

15/10/2024

अवर सचिव,
श्रमायुक्त कार्यालय, झारखण्ड।

ज्ञापांक–2/एम०डब्लू०–2071/2010(भाग–3) श्र०नि०.1603.. राँची, दिनांक..15/10/16

प्रतिलिपिः– माननीय मंत्री, श्रम, नियोजन, प्रशिक्षण एवं कौशल विकास विभाग, झारखण्ड, राँची के आप्त सचिव/प्रधान सचिव के सचिव, श्रम, नियोजन ,प्रशिक्षण एवं कौशल विकास विभाग, झारखण्ड को सूचनार्थ प्रेषित।

Re.
15/10/2016
अवर सचिव,
श्रमायुक्त कार्यालय, झारखण्ड।

ज्ञापांक–2/एम०डब्लू०–2071/2010(भाग–3) श्र०नि०.1603 राँची, दिनांक..15/10/16

प्रतिलिपिः– अवर सचिव, श्रम मंत्रालय, भारत सरकार, नई दिल्ली/उप निदेशक, श्रम मंत्रालय (वेज सेल), भारत सरकार, नई दिल्ली/मुख्य श्रमायुक्त (केन्द्रीय), श्रम शक्तिभवन, नईदिल्ली / क्षेत्रीय श्रमायुक्त (केन्द्रीय), धनबाद/ निदेशक, लेबर ब्यूरो, शिमला /चण्डीगढ़ /स्थानिक आयुक्त, झारखण्ड भवन नई दिल्ली/ सरकार के सभी विभाग / सभी विभागाध्यक्ष/ सभी प्रमण्डलीय आयुक्त, झारखण्ड/ सभी उपायुक्त, झारखण्ड/ सभी उप विकास आयुक्त, झारखण्ड/ सचिव, न्यूनतम मजदूरी परामर्शदातृ पर्षद (केन्द्रीय) श्रम शक्तिभवन, नई दिल्ली/ न्यूनतम मजदूरी परामर्शदातृ पर्षद के सभी सदस्य गण/प्रबंध निदेशक, झारखण्ड राज्य गव्य विकास निगम,रांची/ निदेशक, सूचना एवं जन–सम्पर्क विभाग, झारखण्ड, रांची/ सभी विभागीय पदाधिकारियों (तकनीकी सहित) को सूचनार्थ एवं आवश्यक कार्यार्थ हेतु प्रेषित।

Re.
15/10/2016
अवर सचिव,
श्रमायुक्त कार्यालय, झारखण्ड।

न्यूनतम वेतन अधिनियम, 1948 के अंतर्गत

दिनांक 01.10.2026 से प्रभावशील

न्यूनतम वेतन एवं परिवर्तनशील

महँगाई भत्ते की दरें



कार्यालय श्रमायुक्त छत्तीसगढ़
नवा रायपुर, अटल नगर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

क्रमांक / आठ / न्यू0वे0 / श्र0आ0 / 2026 / 2660 नवा रायपुर, दिनांक **08.10.2026**

अधिसूचना

छत्तीसगढ़ राज्य में प्रभावशील न्यूनतम वेतन अधिनियम, 1948 की धारा 2(घ) में निहित प्रावधान सह पठित श्रम विभाग की अधिसूचना क्रमांक / 3761 / 613 / 16–ए / 82, दिनांक 25.05.1982 के अनुशरण में, मैं **हिम शिखर गुप्ता., श्रमायुक्त,** छत्तीसगढ़, एतद् द्वारा कृषि नियोजन के लिये अखिल भारतीय उपभोक्ता मूल्य सूचकांक, जो कि भारत सरकार के लेबर ब्यूरो, शिमला से ज्ञात किया गया है जिसके अनुसार **जनवरी 2026 से जून 2026** तक के माहों के लिये निम्नानुसार प्रकाशित करता हूँ :–

माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 1986–87 = 100)	माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 1986–87 = 100)
जुलाई 2025	1311	जनवरी 2026	1328.21
अगस्त 2025	1321	फरवरी 2026	1323.36
सितम्बर 2025	1320	मार्च 2026	1327.43
अक्टूबर 2025	1322	अप्रैल 2026	1330.44
नवम्बर 2025	1331	मई 2026	1342.26
दिसम्बर 2025	1329	जून 2026	1357.18
कुल	$\frac{7934}{6} = 1322$	**कुल**	$\frac{8009}{6} = 1335$

इनका औसत **1335** घोषित करता हूँ, जो कि **अनुसूची– ''क''** कृषि नियोजन के श्रमिकों के लिये निर्वाह व्यय सूचकांक (कास्ट ऑफ लिव्हिंग इंडेक्स नंबर) रहेगा। श्रम विभागीय अधिसूचना क्रमांक एफ 10–4 / 2016 / 16, दिनांक 29.03.2017 द्वारा परिवर्तनशील महँगाई भत्ता देय है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)

Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

कृषि नियोजन (भाग–दो) में नियोजित श्रमिकों के लिये दिनांक 01.10.2026 से 31.03.2027 तक की अवधि हेतु परिवर्तनशील महँगाई भत्ते की संगणना एवं पुनरीक्षित दरों के संबंध में विवरणात्मक टीप

छत्तीसगढ़ शासन श्रम विभाग की अधिसूचना क्रमांक एफ 10–4/2016/16, दिनांक 29.03.2017 द्वारा कृषि नियोजन भाग–दो में नियोजित श्रमिकों के लिये न्यूनतम वेतन की दरें पुनरीक्षित की गई है, जो अखिल भारतीय उपभोक्ता मूल्य सूचकांक (1986–87=100) 852 (जनवरी–जून 2016) को आधार मानकर संबद्ध की गई है।

श्रमायुक्त कार्यालय, छत्तीसगढ़, रायपुर की अधिसूचना क्रमांक/आठ/न्यू0वे0/श्र0आ0/2026/2660, दिनांक 08.10.2026 के अनुसार **जनवरी 2026 से जून 2026** तक की अवधि में अखिल भारतीय कृषि श्रमिक उपभोक्ता मूल्य सूचकांक का औसत **1335** रहा है, जिसके परिणामस्वरूप गत छःमाही के अखिल भारतीय कृषि श्रमिक उपभोक्ता मूल्य सूचकांक के औसत **1322** (1986–87=100 **जुलाई 2025 से दिसम्बर 2025** के आधार ऑकड़े) के ऊपर **13** औसत बिन्दुओं की वृद्धि हुई है। तदनुसार अखिल भारतीय कृषि श्रमिक उपभोक्ता मूल्य सूचकांक में हुई औसत वृद्धि **13** बिन्दु पर प्रतिबिन्दु प्रतिमाह 05 रूपये के मान से परिवर्तनशील मंहगाई भत्ता देय होगा। परिणामस्वरूप 05 रूपये प्रतिबिन्दु प्रतिमाह के मान से प्रतिमाह रूपये 65 या प्रतिदिन रूपये 2.17 (30 दिन के मान से) परिवर्तनशील महँगाई भत्ता दिनांक **01.10.2026 से 31.03.2027** तक देय है। **(अनुसूची–''क'')**

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

अनुसूची–''क''

कृषि में नियोजन (भाग– ''दो'')

(दिनांक 01.10.2026 से 31.03.2027 तक)

आंकड़े रूपये में

न्यूनतम मूल वेतन		परिवर्तनशील महँगाई भत्ता		कुल वेतन		श्रमिकों का वर्ग	न्यूनतम मूल वेतन		परिवर्तनशील महँगाई भत्ता		कुल वेतन	
प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन		प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन
दिनाँक 01.04.2026 से 30.09.2026 तक							दिनाँक 01.10.2026 से 31.03.2027 तक					
1	2	3	4	5	6	7	8	9	10	11	12	13
6900.00	230.00	2450.00	81.67	9350.00	312.00	अकुशल कृषि श्रमिक	6900.00	230.00	2515.00	84.00	9415.00	314.00

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

स्पष्टीकरण

1. मासिक मजदूरी पर नियुक्त किसी कर्मचारी का दैनिक वेतन 30 से भाग देकर संगणित किया जावेगा।
2. अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान मजदूरी की दरें न्यूनतम मजदूरी की पुनरीक्षित दर से अधिक है तो वह किसी भी दशा में कम नहीं की जावेगी।
3. इस अधिसूचना के अन्तर्गत वेतन दरें महिला एवं पुरूषों के लिए एक समान नियत है।
4. कृषि नियोजन के अतिरिक्त सभी नियोजनों के लिए निर्धारित की गई न्यूनतम मजदूरी की दरों में न्यूनतम मजदूरी अधिनियम, 1948 (क्रमांक 11 सन् 1948) की धारा 13 की उपधारा (1) के खण्ड (ख) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक सम्मिलित है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

क्रमांक / आठ / न्यू0वे0 / श्र0आ0 / 2026 / 2661 नवा रायपुर, दिनांक 08.10.2026

अधिसूचना

छत्तीसगढ़ राज्य में प्रभावशील न्यूनतम वेतन अधिनियम, 1948 की धारा 2(घ) में निहित प्रावधान सह पठित श्रम विभाग की अधिसूचना क्रमांक / 3761 / 613 / 16–ए / 82, दिनांक 25.05.1982 के अनुशरण में, मैं **हिम शिखर गुप्ता.**, **श्रमायुक्त** छत्तीसगढ़, एतद् द्वारा अखिल भारतीय उपभोक्ता मूल्य सूचकांक, जो कि भारत सरकार के लेबर ब्यूरो, शिमला से ज्ञात किया गया है जिसके अनुसार **जनवरी 2026 से जून 2026** तक के माहों के लिये निम्नानुसार प्रकाशित करता हूं :–

माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 2001 = 100)	माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 2001 = 100)
जुलाई 2025	421.92	जनवरी 2026	427.97
अगस्त 2025	423.65	फरवरी 2026	427.68
सितम्बर 2025	424.22	मार्च 2026	429.41
अक्टूबर 2025	425.38	अप्रैल 2026	431.71
नवम्बर 2025	426.82	मई 2026	434.30
दिसम्बर 2025	426.82	जून 2026	437.47
कुल	$\frac{2549}{6} = 424.80$	**कुल**	$\frac{2588.54}{6} = 431.42$

इनका औसत **431.42** घोषित करता हूँ, जो कि परिशिष्टित अधिसूचित सामान्य नियोजन (भाग–एक) के श्रमिकों के लिये निर्वाह व्यय सूचकांक (कास्ट ऑफ लिव्हिंग इंडेक्स नंबर) रहेगा। श्रम विभागीय अधिसूचना क्रमांक एफ 10–4 / 2016 / 16, दिनांक 29.03.2017 एवं अधिसूचना क्रमांक एफ 10–4 / 2016 / 16, दिनांक 01.05.2017 में प्रकाशित परिशिष्टित अधिसूचित सामान्य नियोजनों (भाग–एक) **परिशिष्ट "अ"** के श्रमिकों को दिनांक **01.10.2026 से 31.03.2027** तक परिवर्तनशील महँगाई भत्ता देय है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

अधिसूचित सामान्य नियोजन भाग–एक में नियोजित कर्मचारियों एवं श्रमिकों के लिए दिनांक 01.10.2026 से 31.03.2027 तक की अवधि हेतु परिवर्तनशील महँगाई भत्ते की संगणना एवं पुनरीक्षित दरों के संबंध में

विवरणात्मक टीप

छत्तीसगढ़ शासन श्रम विभाग की अधिसूचना क्रमांक एफ 10–4/2016/16, दिनांक 29.03.2017 एवं अधिसूचना क्रमांक एफ 10–4/2016/16, दिनांक 01.05.2017 द्वारा अधिसूचित सामान्य नियोजन भाग–एक में नियोजित श्रमिकों के लिये न्यूनतम वेतन की दरें पुनरीक्षित की गई है, जो अखिल भारतीय उपभोक्ता मूल्य सूचकांक 271 (जनवरी–जून 2016) 2001=100 को आधार मानकर संबद्ध की गई है।

कार्यालय श्रमायुक्त छत्तीसगढ़ शासन, रायपुर की अधिसूचना क्रमांक/आठ/न्यू0वे0/श्र0आ0/2026/2661, दिनांक 08.10.2026 के अनुसार **जनवरी 2026 से जून 2026** तक की अवधि में औद्योगिक श्रमिकों को अखिल भारतीय उपभोक्ता मूल्य सूचकांक का औसत **431.42** रहा है, जिसके कारण गत छःमाही के अखिल भारतीय उपभोक्ता मूल्य सूचकांक **424.80** (2001=100 जुलाई 2025 से दिसम्बर 2025 के आधार ऑकड़े) के ऊपर (431.42–424.80) **6.62 औसत बिन्दुओं** की वृद्धि हुई है। छत्तीसगढ़ शासन श्रम विभाग की अधिसूचना क्रमांक एफ 10–4/2016/16, दिनांक 29.03.2017 एवं अधिसूचना क्रमांक एफ 10–4/2016/16, दिनांक 01.05.2017 के अनुसार अधिसूचित सामान्य नियोजन भाग–एक में नियोजित श्रमिकों को देय परिवर्तनशील महंगाई भत्ते की गणना लेबर ब्यूरो द्वारा निर्मित औद्योगिक श्रमिकों के लिये उपभोक्ता मूल्य सूचकांक 271 (जनवरी–जून 2016) 2001=100 के आंकड़ो के उपर प्रति छःमाही में हुई औसत वृद्धि पर प्रतिबिन्दु प्रतिमाह 20 रूपये के मान से देय होगा। परिणामस्वरूप 20 रूपये प्रतिबिन्दु प्रतिमाह के मान से प्रतिमाह रूपये **132.48** या प्रतिदिन रूपये **5** (26 दिन के मान से) परिवर्तनशील महँगाई भत्ता दिनांक **01.10.2026 से 31.03.2027** तक देय है। **(अनुसूची – ''ख'')**

वित्त विभाग, के पत्र क्रमांक/303/आर/577/92/नि–5/4 दिनांक 30 जून, 1992 तथा छत्तीसगढ़ राज्य में प्रभावशील न्यूनतम वेतन अधिनियम, 1948 की धारा 2(घ) में निहित प्रावधान सहपठित, श्रम विभाग की अधिसूचना क्रमांक/3761/613/16–ए/82, दिनांक 25.05.1982 के अनुशरण में, मैं **हिम शिखर गुप्ता**, **श्रमायुक्त**, छत्तीसगढ़ एतद् द्वारा परिशिष्ट–''अ'' के 45 अधिसूचित नियोजनों में कार्यरत श्रमिकों एवं कर्मचारियों तथा शासकीय दैनिक वेतन भोगी श्रमिकों एवं कर्मचारियों के लिये दैनिक वेतन की दरें सम्पूर्ण छत्तीसगढ़ के लिये **अनुसूची– ''ख'' एवं ''ग''** के अनुसार निर्धारित करता हूँ जो **दिनांक 01.10.2026 से 31.03.2027** तक देय है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

परिशिष्ट– ''अ''

अनुसूचित सामान्य नियोजन (भाग–''एक'')

क्र0	नियोजन का नाम
01	पावर प्लांट में नियोजन
02	स्टील प्लांट में नियोजन
03	स्पंज आयरन में नियोजन
04	रोलिंग मिल में नियोजन
05	कास्टिंग उद्योग इंडस्ट्रीज में नियोजन
06	सीमेंट फैक्ट्री
07	सुरक्षा गार्ड में नियोजन
08	भवन एवं अन्य सन्निर्माण कार्य में नियोजन
09	स्टोन क्रेशिंग में नियोजन
10	पत्थर पीसने एवं तोड़ने वाले नियोजन
11	ईंट भट्ठा में नियोजन
12	चूना भट्ठा में नियोजन
13	टाईल्स जिसमें मेंगलोर टाईल्स, इलाहाबाद टाईल्स तथा अन्य स्थानीय नाम से प्रचलित टाईल्स सम्मिलित हैं, परन्तु सीमेंट से निर्मित टाईल्स सम्मिलित नही है, के निर्माण में नियोजन
14	पाटरीज जिसमें रिफ्रेक्ट्रीज सामान, फायरब्रिक्स, सेनेटरी वेअर्स, इन्सूलेटर्स, टाईल्स (सीमेंट से निर्मित टाईल्स का छोड़कर) स्टोन वेअर्स पाईप्स, फरनेस, लाईनिंग, ब्रिक्स तथा अन्य सिरेमिक्स सामान सम्मिलित है, में नियोजन
15	सीमेंट पोल अथवा सीमेंट से निर्मित उत्पादन में नियोजन
16	मार्गो के निर्माण तथा अनुरक्षण या भवन एवं निर्माण कार्यो में नियोजन
17	इंजीनियरिंग उद्योग में नियोजन
18	सिंचाई कार्यो के निर्माण तथा संधारण में नियोजन
19	वन उपज एवं वन लगाने में नियोजन तथा नर्सरी
20	किसी स्थानीय प्राधिकरण में नियोजन
21	किसी दुकान, वाणिज्यिक संस्थान आवासीय होटल, रेस्टोरेंट तथा नाट्यगृह में नियोजन
22	शैक्षणिक संस्थान एवं निजी प्रशिक्षण केन्द्र में नियोजन

23	हॉस्पिटल, नर्सिंग होम, पैथालॉजी में नियोजन
24	विक्रय सवंर्धन कर्मकार (सेल्स प्रमोशन कर्मकार)
25	किसी मुद्रणालय में नियोजन
26	पेट्रोल पम्प/डीजल पम्प/गैस वितरण केन्द्र एवं गोडाउन में नियोजन
27	साल्वेट प्लांट तथा रिफाइनरी में नियोजन
28	किसी तेल मिल में नियोजन
29	केमिकल्स तथा फार्मास्युटिकल्स में नियोजन
30	हमाल, तौलैया, कुली रेजा एवं मण्डी श्रमिक
31	किसी चांवल मिल आटा मिल या दाल मिल में नियोजन
32	किसी मुर्रा, पोहा निर्माणी में नियोजन
33	खाद्य पदार्थ जिसमें केक्स, बिस्किट्स, कन्फेक्शनरी, आईसक्रीम, आईसकेण्डी सम्मिलित है एवं पेयक निर्माण में नियोजन
34	खांडसारी उद्योग/चीनी मिल में नियोजन
35	किसी आरा मिल में नियोजन/वुड वर्क
36	प्लास्टिक उद्योग में नियोजन
37	फ्यूल कोक में नियोजन
38	पावरलूम जिसमें सायजिंग एवं प्रोसेसिंग भी सम्मिलित है, में नियोजन
39	कोसा उद्योग में नियोजन
40	हाथ करघा उद्योग में नियोजन
41	कंबल निर्माण कार्य में नियोजन
42	बोन मिल में नियोजन
43	लोक मोटर परिवहन में नियोजन
44	पोल्ट्री फार्म में नियोजन
45	किसी विनिर्माणी प्रक्रिया जिसमें विनिर्माण प्रक्रिया जो कि कारखाना अधिनियम, 1948 की धारा–2 ''के'' परिभाषित की गई, चलाई जाती हैं, जो अनुसूची में दी गई किसी अन्य प्रविष्टि के अन्तर्गत नही आती हैं, में नियोजन

(भाग–दो)

01.	कृषि में नियोजन

1. अगरबत्ती उद्योग।
2. किसी तम्बाखू (जिसमें बीड़ी बनाना भी सम्मिलित है) के विनिर्माण में नियोजन

परिशिष्ट ''ब'' (स्पष्टीकरण)

1. इस अधिसूचना द्वारा जो मासिक वेतन निर्धारित किया गया है, वह कैलेण्डर मास की समाप्ति पर देय होगा। यदि किसी कर्मचारी ने अधिनियम एवं उसके अंतर्गत बनाये गये नियम के अनुसार संबंधित कैलेण्डर मास के समस्त अवकाश के दिनों का लाभ उठाया हो और यदि किसी सन्दर्भ में एक दिन का वेतन संगणित करना हो तो उपरोक्तानुसार निर्धारित मासिक वेतन को 26 से भाग देकर संगणित किया जाएगा।

2. कर्मचारियों के प्रकार जो विभिन्न वर्गीकरण में बताए गये हैं, वे उदाहरण स्वरूप हैं न कि विस्तृत तथा ऐसे वर्ग के कर्मचारी जो इस अधिसूचना में सम्मिलित नहीं है, के लिये न्यूनतम वेतन की दर वही होगी जो समान प्रकृति का काम करने वाले कर्मचारी को देय है।

3. अकुशल, अर्द्धकुशल, कुशल तथा उच्च कुशल कर्मचारी की सामान्य परिभाषा निम्नानुसार है :–

''अकुशल कर्मचारी'' वह है, जो ऐसे सरल कार्य करता है जिसमें स्वतंत्र निर्णय या पूर्व अनुभव की बहुत कम या बिल्कुल आवश्यकता नहीं पड़ती। यद्यपि व्यावसायिक परिस्थितियों से परिचित होना आवश्यक है। इस प्रकार शारीरिक श्रम के अलावा उसे विभिन्न वस्तुओं तथा माल व सेवाओं से परिचित होना अपेक्षित है।

''अर्द्धकुशल कर्मचारी'' वह है, जो सामान्यतः रोजमर्रा का एक निश्चित स्वरूप का कार्य करता हो, जिसमें कि उसके अधिक निर्णय, बुद्वि, कुशलता तथा निपुणता की अपेक्षा न की जाती हो किन्तु उसमें सापेक्षित रूप से ऐसे छोटे काम जो उसे सौपे जाए, उचित रूप से करने की अपेक्षा की जाती हो और उसमें महत्वपूर्ण निर्णय दूसरे व्यक्तियों द्वारा लिये जाते हों, इस प्रकार उसका कार्य रोजमर्रा के एक जैसे समान कार्य करने तक ही सीमित है।

''कुशल कर्मचारी'' वह है, जो दक्षतापूर्वक कार्य कर सके, काफी स्वतंत्रता से निर्णय, बुद्वि का प्रयोग कर सके तथा जिम्मेदारी से अपने कर्तव्य का निर्वहन कर सके। उसे उस व्यवसाय, शिल्प या उद्योग का जिसमें वह नियोजित किया गया हो, पूर्ण एवं विस्तृत ज्ञान होना अपेक्षित है।

''उच्च कुशल कर्मचारी'' वह है, जो तकनीकी एवं विशिष्ट स्वरूप का कार्य करने में पूर्ण रूप से दक्ष हो। काफी स्वतंत्रता से निर्णय, बुद्वि का प्रयोग कर जिम्मेदारी से अपने कर्तव्यों का पालन कर सके एवं तकनीकी डिग्री या डिप्लोमा धारी हो। उसे उस व्यवसाय, तकनीकी शिल्प या उद्योग का जिसमें वह नियोजित किया गया हो, पूर्ण एवं विशिष्ट ज्ञान होना अपेक्षित है।

4. उक्त अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि प्रचलित वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक है, तो वह किसी भी दशा में कम नहीं की जायेगी।

5. किसी भी स्थापना या उपक्रम में प्रचलित वेतन दरें अधिसूचित मूल न्यूनतम वेतन दरों तथा देय परिवर्तनशील मंहगाई भत्ते के योग से अधिक होने पर यह समझा जावेगा कि स्थापना या उपक्रम द्वारा अधिसूचित मूल न्यूनतम वेतन दर तथा परिवर्तनशील मंहगाई भत्ते दिये जाने का पालन किया जा रहा है, यदि स्थापना या उपक्रम द्वारा देय न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते का योग अधिसूचित न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते के योग से कम है, तो श्रमिक अंतर की राशि के लिये पात्र होंगे।

6. उक्त अधिसूचित न्यूनतम मजदूरी दरों में न्यूनतम मजदूरी अधिनियम 1948 (क्रमांक 11 सन् 1948) की धारा 13 की उपधारा (1) के खण्ड (ख) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक सम्मिलित है।

7. जहां कर्मचारी खण्डदर पर नियोजित हो वहां खण्डदर इस प्रकार निर्मित की जावे, जो आठ घंटे दैनिक एवं छह दिन कार्य करने तथा एक दिन सवैतनिक अवकाश देने पर निर्धारित न्यूनतम मजदूरी से कम न हो।

8. मजदूरी निर्धारण में पैसे तथा रूपये के गुणांकों को पूर्णांक करके दैनिक एवं मासिक मजदूरी निर्धारित की जाएगी। पचास पैसे अथवा उससे अधिक पैसे हो तो, उन्हे अगले उच्चतर रूपये में पूर्णांकित किया जावेगा और पचास पैसे से कम राशि को छोड़ दिया जावेगा।

9. यदि एक से अधिक नियोजनों में एक ही स्वरूप का कार्य होता है तो कार्यरत कर्मचारियों को बेहतर दरें देय होंगी। कर्मचारियों के प्रकार जो विभिन्न वर्गीकरण में बताये गये है वे उदाहरण स्वरूप है न की विस्तृत तथा ऐसे वर्ग के कर्मचारी जो इस अधिसूचना में सम्मिलित नहीं है के लिये न्यूनतम वेतन की दरें वही होगी जो समान प्रकृति का काम करने वाले कर्मचारी को देय है। श्रमिकों एवं कर्मचारियों के श्रेणी/वर्ग का वर्गीकरण छत्तीसगढ़ शासन की अधिसूचना क्रमांक एफ 10–4/2016/16, दिनांक 29.03.2017 में दर्शित है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

जोन का विवरण

जोन ''अ'' –

- नगर पालिक निगम रायपुर, दुर्ग, भिलाई, भिलाई–चरोदा एवं बीरगांव सीमा के भीतर एवं नगर पालिक निगम सीमा से 16 कि.मी. तक का क्षेत्र।
- राज्य के समस्त औद्योगिक क्षेत्र एवं औद्योगिक विकास केन्द्र।
- अटल नगर, जिला–रायपुर विकास प्राधिकरण क्षेत्र।
- प्रदेश में स्थित ऐसे समस्त कारखानें जिनके द्वारा कारखाना अधिनियम, 1948 के तहत् 300 या उससे अधिक श्रमिकों के लिए अनुज्ञप्ति ली गयी है।

जोन ''ब''–

- नगर पालिक निगम राजनांदगांव, बिलासपुर, कोरबा, रायगढ़, अंबिकापुर, जगदलपुर, चिरमिरी एवं धमतरी नगर पालिक निगम सीमा के भीतर एवं नगर निगम सीमा से 8 कि.मी. तक का क्षेत्र।

जोन ''स'' –

- जोन ''अ'' एवं ''ब'' में सम्मिलित क्षेत्र को छोड़कर।

(हिम शिखर गुप्ता)
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न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

अनुसूची–''ख''

अनुसूचित नियोजन भाग–एक के 45 नियोजन

(दिनांक 01.04.2026 से 30.09.2026 तक) (दिनांक 01.10.2026 से 31.03.2027 तक)

क्र	श्रमिकों का वर्ग	जोन का नाम	न्यूनतम मूल वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन रूपये में		जोन का नाम	न्यूनतम मूल वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन रूपये में	
			प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन		प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन
1	अकुशल	अ	8320.00	320.00	3082.00	118.54	11402.00	439	अ	8320.00	320.00	3214.48	123.63	11534.48	444
		ब	8060.00	310.00	3082.00	118.54	11142.00	429	ब	8060.00	310.00	3214.48	123.63	11274.48	434
		स	7800.00	300.00	3082.00	118.54	10882.00	419	स	7800.00	300.00	3214.48	123.63	11014.48	424
2	अर्द्धकुशल	अ	8970.00	345.00	3082.00	118.54	12052.00	464	अ	8970.00	345.00	3214.48	123.63	12184.48	469
		ब	8710.00	335.00	3082.00	118.54	11792.00	454	ब	8710.00	335.00	3214.48	123.63	11924.48	459
		स	8450.00	325.00	3082.00	118.54	11532.00	444	स	8450.00	325.00	3214.48	123.63	11664.48	449
3	कुशल	अ	9750.00	375.00	3082.00	118.54	12832.00	494	अ	9750.00	375.00	3214.48	123.63	12964.48	499
		ब	9490.00	365.00	3082.00	118.54	12572.00	484	ब	9490.00	365.00	3214.48	123.63	12704.48	489
		स	9230.00	355.00	3082.00	118.54	12312.00	474	स	9230.00	355.00	3214.48	123.63	12444.48	479
4	उच्च कुशल	अ	10530.00	405.00	3082.00	118.54	13612.00	524	अ	10530.00	405.00	3214.48	123.63	13744.48	529
		ब	10270.00	395.00	3082.00	118.54	13352.00	514	ब	10270.00	395.00	3214.48	123.63	13484.48	519
		स	10010.00	385.00	3082.00	118.54	13092.00	504	स	10010.00	385.00	3214.48	123.63	13224.48	509

टीप : न्यूनतम वेतन अधिनियम, 1948 के अन्तर्गत् 45 अनुसूचित नियोजनों की सूची परिशिष्ट–''अ'' तथा इस संबंध में स्पष्टीकरण परिशिष्ट–''ब'' में देखें।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

अनुसूची–''ग''

विभिन्न शासकीय विभागों में कार्यरत् दैनिक वेतन भोगी श्रमिकों एवं कर्मचारियों के मासिक एवं दैनिक न्यूनतम वेतन तथा परिवर्तनशील महँगाई भत्ता।

(दिनांक 01.04.2026 से 30.09.2026 तक) (दिनांक 01.10.2026 से 31.03.2027 तक)

क्र.	श्रमिकों का वर्ग	जोन का नाम	न्यूनतम मूल वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन रूपये में		जोन का नाम	न्यूनतम मूल वेतन		परिवर्तनशील मंहगाई भत्ता		कुल वेतन रूपये में		
			प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन		प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	प्रतिमाह	प्रतिदिन	
1	अकुशल	अ	8320.00	277.33	3082.00	102.73	11402.00	380	अ	8320.00	277.33	3214.48	107.15	11534.48	384.48	384
		ब	8060.00	268.67	3082.00	102.73	11142.00	371	ब	8060.00	268.67	3214.48	107.15	11274.48	375.82	376
		स	7800.00	260.00	3082.00	102.73	10882.00	363	स	7800.00	260.00	3214.48	107.15	11014.48	367.15	367
2	अर्द्धकुशल	अ	8970.00	299.00	3082.00	102.73	12052.00	402	अ	8970.00	299.00	3214.48	107.15	12184.48	406.15	406
		ब	8710.00	290.33	3082.00	102.73	11792.00	393	ब	8710.00	290.33	3214.48	107.15	11924.48	397.48	397
		स	8450.00	281.67	3082.00	102.73	11532.00	384	स	8450.00	281.67	3214.48	107.15	11664.48	388.82	389
3	कुशल	अ	9750.00	325.00	3082.00	102.73	12832.00	428	अ	9750.00	325.00	3214.48	107.15	12964.48	432.15	432
		ब	9490.00	316.33	3082.00	102.73	12572.00	419	ब	9490.00	316.33	3214.48	107.15	12704.48	423.48	423
		स	9230.00	307.67	3082.00	102.73	12312.00	410	स	9230.00	307.67	3214.48	107.15	12444.48	414.82	415
4	उच्च कुशल	अ	10530.00	351.00	3082.00	102.73	13612.00	454	अ	10530.00	351.00	3214.48	107.15	13744.48	458.15	458
		ब	10270.00	342.33	3082.00	102.73	13352.00	445	ब	10270.00	342.33	3214.48	107.15	13484.48	449.48	449
		स	10010.00	333.67	3082.00	102.73	13092.00	436	स	10010.00	333.67	3214.48	107.15	13224.48	440.82	441

टीप : इस संबंध में स्पष्टीकरण परिशिष्ट–''ब'' में देखें।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

क्रमांक / आठ / न्यू0वे0 / श्र0आ0 / 2026 / 2662 नवा रायपुर, दिनांक **08.10.2026**

/ / अधिसूचना / /

अगरबत्ती उद्योग

न्यूनतम वेतन अधिनियम, 1948 की धारा 4(2) के अधीन सक्षम प्राधिकारी के अधिकार श्रमायुक्त, छत्तीसगढ़, रायपुर को श्रम विभाग, की अधिसूचना क्रमांक / 3761 / 613 / 16–ए / 82, दिनांक 25.05.1982 के द्वारा प्रत्यायोजित किये जाने से उक्त प्रदत्त अधिकारों का प्रयोग करते हुए एतद् द्वारा अखिल भारतीय उपभोक्ता मूल्य सूचकांक, जो कि भारत शासन के लेबर ब्यूरो, शिमला से ज्ञात कर, मैं **हिम शिखर गुप्ता, श्रमायुक्त** छत्तीसगढ़, विगत **जनवरी 2026 से जून 2026** तक के उपभोक्ता मूल्य सूचकांक का औसत निम्नानुसार घोषित करता हूँ :–

माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 1982 = 100)	माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 1982 = 100)
जुलाई 2025	1953.49	जनवरी 2026	1981.49
अगस्त 2025	1961.49	फरवरी 2026	1980.16
सितम्बर 2025	1964.16	मार्च 2026	1988.16
अक्टूबर 2025	1969.49	अप्रैल 2026	1998.83
नवम्बर 2025	1976.16	मई 2026	2010.83
दिसम्बर 2025	1976.16	जून 2026	2025.50
कुल	$\frac{11800.94}{6} = 1967$	कुल	$\frac{11984.96}{6} = 1997.49$

अतः विगत छः माहों का औसत 1997.49 घोषित करता हूँ, जो कि अगरबत्ती उद्योग में नियोजित श्रमिकों के लिये निर्वाह व्यय सूचकांक (कास्ट ऑफ लिव्हिंग इंडेक्स नंबर) रहेगा। इस आधार पर श्रम विभागीय अधिसूचना क्रमांक एफ–10–4 / 2016 / 16 दिनांक 06.10.2018 के द्वारा पुनरीक्षित न्यूनतम वेतन एवं तदानुसार निर्दिष्ट परिवर्तनशील महँगाई भत्ता अगरबत्ती उद्योग में नियोजित श्रमिकों को **दिनांक 01.10.2026 से 31.03.2027** तक देय है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

परिवर्तनशील महँगाई भत्ते की संगणना एवं पुनरीक्षित दरों के संबंध में विवरणात्मक टीप

अगरबत्ती उद्योग

श्रमायुक्त कार्यालय, छत्तीसगढ़, रायपुर का अधिसूचना क्रमांक/आठ/न्यू0वे0/श्र0आ0/2026/2662, दिनांक 08.10.2026 के अनुसार **जनवरी 2026 से जून 2026** तक की अवधि में अखिल भारतीय उपभोक्ता मूल्य सूचकांक का औसत **1997.49** रहा है। इस प्रकार अगरबत्ती उद्योग में न्यूनतम वेतन पुनरीक्षण के संबंध में अखिल भारतीय उपभोक्ता मूल्य सूचकांक 1285 (2001=100) के आधार आँकड़ों के ऊपर **जनवरी 2026 से जून 2026** तक की अवधि में **712.49** औसत बिन्दुओं (1997.49–1285= 712.49 पाईंट) 7.13 रूपये की वृद्धि हुई है। उक्त के परिणामस्वरूप अगरबत्ती उद्योग में नियोजित श्रमिकों के लिये परिवर्तनशील महँगाई भत्ता 1.25 पैसे (सवा पैसे) प्रति बिन्दु प्रति एक हजार अगरबत्ती बनाने के लिये (7.13 X 1.25) **8.91** रूपये परिवर्तनशील महँगाई भत्ता एवं तदनुरूप अगरबत्ती उद्योग के अन्य वर्गों के लिए निर्धारित प्रति बिन्दु दर अनुसार परिवर्तनशील मंहगाई भत्ता **दिनांक 01.10.2026 से 31.03.2027** तक देय है।

छत्तीसगढ़ शासन श्रम विभाग की अधिसूचना क्रमांक एफ–10–4/2016/16 दिनांक 06.10.2018 के अन्तर्गत अगरबत्ती उद्योग में नियोजित श्रमिकों की न्यूनतम वेतन दरों को अखिल भारतीय उपभोक्ता मूल्य सूचकांक से संबद्ध किया गया है। अतः अगरबत्ती उद्योग में नियोजित श्रमिकों को अनुसूची ''ई'' अनुसार परिवर्तनशील महंगाई भत्ता **दिनांक 01.10.2026 से 31.03.2027** तक देय है।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

अनुसूची – ''ई''

क्र0	कर्मचारियों का वर्ग	न्यूनतम वेतन की पुनरीक्षित मूल वेतन दरें	न्यूनतम मजदूरी की पुनरीक्षित महॅगाई भत्ते की दरें	कुल वेतन
अ.	अगरबत्ती रोलर्स (1000 अगरबत्ती रोल करने पर)	रू0 26.96 पैसे	(रू. 8.91) 5 पैसा प्रति 4 हजार (1.25 पैसे प्रति बिन्दु)	35.87
	साधारण सुगंधित (सेंटेड)	रू0 27.66 पैसे	(रू. 8.91) 5 पैसा प्रति 4 हजार (1.25 पैसे प्रति बिन्दु)	36.57
आ.	निम्न वजन के अनुसार अगरबत्ती गिनना, बटर पेपर की झिल्ली लपेटना, खाली पैकेट में भरना, पैकेट के दोनो ओर चिट लगाकर पैकेट बंद करना।			
	बिना सिलोफेन या जिलेटिन के			
1.	10 ग्राम वजन के प्रति सैकड़ा	रू0 22.05 पैसे	(रू. 7.13) 5 पैसा प्रति बिन्दु 500 (1 पैसा प्रति बिन्दु)	29.18
2.	20 ग्राम वजन के प्रति सैकड़ा	रू0 22.76 पैसे	(रू. 7.13) 5 पैसा प्रति बिन्दु 500 (1 पैसा प्रति बिन्दु)	29.89
3.	30 ग्राम वजन के प्रति सैकड़ा	रू0 22.76 पैसे	(रू. 7.13) 5 पैसा प्रति बिन्दु 500 (1 पैसा प्रति बिन्दु)	29.89
4.	40 ग्राम वजन के प्रति सैकड़ा	रू0 28.89 पैसे	(रू. 8.91) 5 पैसा प्रति बिन्दु 400 (1.25 पैसा प्रति बिन्दु)	37.80
5.	70 ग्राम वजन के प्रति सैकड़ा	रू0 38.79 पैसे	(रू. 11.91) 5 पैसा प्रति बिन्दु 300 (1.67 पैसा प्रति बिन्दु)	50.57
6.	80 ग्राम वजन के प्रति सैकड़ा	रू0 44.57 पैसे	(रू. 14.26) 5 पैसा प्रति बिन्दु 250 (2 पैसा प्रति बिन्दु)	58.83
7.	100 ग्राम वजन के प्रति सैकड़ा	रू0 45.87 पैसे	(रू. 14.26) 5 पैसा प्रति बिन्दु 250 (2 पैसा प्रति बिन्दु)	60.13
8.	200 ग्राम वजन के प्रति सैकड़ा	रू0 56.41 पैसे	(रू. 17.83) 5 पैसा प्रति बिन्दु 200 (2.50 पैसा प्रति बिन्दु)	74.24
	सिलोफेन या जिलेटिन के			
1.	10 ग्राम वजन के प्रति सैकड़ा	रू0 22.76 पैसे	(रू. 7.13) 5 पैसा प्रति बिन्दु 500 (1 पैसा प्रति बिन्दु)	29.89
2.	20 ग्राम वजन के प्रति सैकड़ा	रू0 28.37 पैसे	(रू. 8.91) 5 पैसा प्रति बिन्दु 400(1.25 पैसा प्रति बिन्दु)	37.28
3.	30 ग्राम वजन के प्रति सैकड़ा	रू0 36.30 पैसे	(रू. 11.91) 5 पैसा प्रति बिन्दु 300(1.67 पैसा प्रति बिन्दु)	48.21
4.	40 ग्राम वजन के प्रति सैकड़ा	रू0 37.05 पैसे	(रू. 11.91) 5 पैसा प्रति बिन्दु 300(1.67 पैसा प्रति बिन्दु)	48.96

क्र0	कर्मचारियों का वर्ग	न्यूनतम वेतन की पुनरीक्षित मूल वेतन दरें			न्यूनतम मजदूरी की पुनरीक्षित महँगाई भत्ते की दरें	कुल वेतन
5.	70 ग्राम वजन के प्रति सैकड़ा	रू0	39.15	पैसे	(रू. 11.91) 5 पैसा प्रति बिन्दु 300 (1.67 पैसा प्रति बिन्दु)	51.06
6.	80 ग्राम वजन के प्रति सैकड़ा	रू0	45.87	पैसे	(रू. 14.26) 5 पैसा प्रति बिन्दु 250 (2 पैसा प्रति बिन्दु)	60.13
7.	100 ग्राम वजन के प्रति सैकड़ा	रू0	54.99	पैसे	(रू. 17.83) 5 पैसा प्रति बिन्दु 200 (2.50 पैसा प्रति बिन्दु)	72.82
8.	200 ग्राम वजन के प्रति सैकड़ा	रू0	57.81	पैसे	(रू. 17.83) 5 पैसा प्रति बिन्दु 200 (2.50 पैसा प्रति बिन्दु)	75.64
(इ)	निम्नानुसार पुंगली बनाकर पैक करना निम्न संख्या में अगरबत्तियों को गिनकर झिल्ली लपेटना, पुंगलियों में भरकर, लेबल या सिलोफेन या जिलेटिन ब्राउन पेपर लगाकर बंद कर चिट लगाना।					
	बिना सिलोफेन या जिलेटिन के					
1.	10 अगरबत्ती के लिये प्रति सैकड़ा	रू0	18.29	पैसे	(रू. 5.92) 5 पैसा प्रतिबिन्दु 600(0.83 पैसा प्रतिबिन्दु)	24.21
2.	12 अगरबत्ती के लिये प्रति सैकड़ा	रू0	18.96	पैसे	(रू. 5.92) 5 पैसा प्रतिबिन्दु 600(0.83 पैसा प्रतिबिन्दु)	24.88
3.	23 अगरबत्ती के लिये प्रति सैकड़ा	रू0	22.73	पैसे	(रू. 7.13) 5 पैसा प्रति बिन्दु 500 (1 पैसा प्रति बिन्दु)	29.86
4.	50 अगरबत्ती के लिये प्रति सैकड़ा	रू0	23.46	पैसे	(रू. 7.13) 5 पैसा प्रति बिन्दु 500 (1 पैसा प्रति बिन्दु)	30.59
5.	100 अगरबत्ती के लिये प्रति सैकड़ा	रू0	28.37	पैसे	(रू. 8.91) 5 पैसा प्रति बिन्दु 400(1.25 पैसा प्रति बिन्दु)	37.28
6.	200 अगरबत्ती के लिये प्रति सैकड़ा	रू0	30.11	पैसे	(रू. 8.91) 5 पैसा प्रति बिन्दु 400(1.25 पैसा प्रति बिन्दु)	39.02
(ई)	**सारे लिफाफे में अगरबत्ती रखकर बंद करना :–**					
1.	5 अगरबत्ती के लिये प्रति सैकड़ा	रू0	4.22	पैसे	(रू. 1.43) 5 पैसा प्रतिबिन्दु 2500 (0.20 पैसा प्रतिबिन्दु)	5.65
2.	10 अगरबत्ती के लिये प्रति सैकड़ा	रू0	4.80	पैसे	(रू. 1.57) 5 पैसा प्रतिबिन्दु 2200 (0.22 पैसा प्रतिबिन्दु)	6.37
3.	पुंगली बनाने के कागज प्रति सैंकड़ा	रू0	7.32	पैसे	(रू. 2.35) 5 पैसा प्रतिबिन्दु 1500 (0.33 पैसा प्रतिबिन्दु)	9.67

अगरबत्ती उद्योग से संबद्ध कर्मचारी जैसे पेटी बनाने वाला, मिस्त्री, ड्राईवर, पेटी भरने वाला, मसाला तोलने वाला, एकाउंट केशियर, गोडाउन कीपर, टाईपिस्ट, क्लर्क, भृत्य आदि की दैनिक या मासिक मजदूरी न्यूनतम वेतन अधिनियम के अधीन, कुशल, अर्द्धकुशल एवं अकुशल प्रवर्ग की मजदूरी की दरें 45 अधिसूचित सामान्य नियोजनों के लिए शासन द्वारा घोषित दरें ही प्रभावशील होंगी।

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स्पष्टीकरण

1. अनुसूची के कॉलम 2 में उपदर्शित न्यूनतम मजदूरी के अतिरिक्त परिवर्तनशील महँगाई भत्ता (व्ही0डी0ए0) **जनवरी 2026 से जून 2026** में औसत अखिल भारतीय उपभोक्ता मूल्य सूचकांक (जिसे इसमें इसके पश्चात् सूचकांक कहा जायेगा) 1285 (2001=100) से अधिक पर इस अधिसूचना के कॉलम 3 में उपदर्शित प्रत्येक काम के लिये प्रति बिन्दु सम्मुख अंकित किये गए अनुसार दर से तथा मासिक दर पर कार्यरत् कर्मचारियों के लिये रूपये 1.25 पैसे प्रति बिन्दु प्रतिमाह की दर से संदेय होगा। जिसकी गणना प्रत्येक छः माह जनवरी से जून तथा जुलाई से दिसम्बर जैसी भी स्थिति हो, के औसत सूचकांक के आधार पर की जावेगी और क्रमशः 1 अप्रैल तथा 1 अक्टूबर से देय होगी। इस प्रकार से संगणित परिवर्तनशील महँगाई भत्ता न्यूनतम वेतन का भाग होगा। उक्त औसत सूचकांक न्यनूतम वेतन अधिनियम, 1948 के अधीन सक्षम प्राधिकारी द्वारा छत्तीसगढ़ राजपत्र में घोषित किया जावेगा।

2. अधिसूचित न्यूनतम मजदूरी की दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान मजदूरी की दरें न्यूनतम मजदूरी की पुनरीक्षित दरों से अधिक है तो वह किसी भी परिस्थिति में कम नही की जावेगी। न्यूनतम मजदूरी अधिनियम, 1948 की धारा 13 की उपधारा (1) के खंड (ख) के अधीन परिकल्पित किये गये अनुसार विश्राम दिवस के संबंध में पुनरीक्षित दरों में पारिश्रमिक सम्मिलित है।

3. निर्धारित मासिक मजदूरी कैलेंडर माह की समाप्ति पर देय होगी, जहॉ मजदूरी की मासिक दर नियत की गई है, वहॉ यदि एक दिन की मजदूरी संगणित की जानी हो तो, मासिक मजदूरी को 26 से भाग देकर अभिप्राप्त की जावेगी, जिसमें न्यूनतम मजदूरी अधिनियम की धारा 13 में बताये गए अनुसार विश्राम दिवस का पारिश्रमिक भी सम्मिलित होगा।

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छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
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क्रमांक / आठ / न्यू0वे0 / श्र0आ0 / 2026 / 2663 **नवा रायपुर, दिनांक 08.10.2026**

अधिसूचना

छत्तीसगढ़ राज्य में प्रभावशील न्यूनतम वेतन अधिनियम, 1948 की धारा 4(2) के अधीन सक्षम प्राधिकारी श्रमायुक्त, छत्तीसगढ़ रायपुर द्वारा श्रम विभाग की अधिसूचना क्रमांक / 3761 / 613 / 16–ए / 82, दिनांक 25.05.1982 के अनुशरण में, मैं **हिम शिखर गुप्ता** श्रमायुक्त छत्तीसगढ़, रायपुर एतद् द्वारा अखिल भारतीय उपभोक्ता मूल्य सूचकांक, जो कि भारत सरकार के लेबर ब्यूरो, शिमला से ज्ञात किया गया है जिसके अनुसार **जुलाई 2025 से जून 2026** तक के माहों के लिये निम्नानुसार प्रकाशित करता हूँ :–

माह / वर्ष	अखिल भारतीय उपभोक्ता मूल्य सूचकांक (आधार वर्ष 1960 = 100)
जुलाई 2025	9630.70
अगस्त 2025	9670.19
सितम्बर 2025	9683.20
अक्टूबर 2025	9709.68
नवम्बर 2025	9742.55
दिसम्बर 2025	9742.55
जनवरी 2026	9768.75
फरवरी 2026	9762.18
मार्च 2026	9801.62
अप्रैल 2026	9854.21
मई 2026	9913.38
जून 2026	9985.69
कुल	$\frac{117264.73}{12} = 9772$

उपरोक्तानुसार उपभोक्ता मूल्य सूचकांक का औसत **9772** घोषित करता हूँ, जो कि किसी तंबाखू (जिसमें बीड़ी बनाना भी सम्मिलित है) के विनिर्माण में नियोजित श्रमिकों के लिए वार्षिक निर्वाह व्यय सूचकांक (एनवल एवरेज कास्ट लिव्हिंग ईन्डेक्स नम्बर) रहेगा। इस आधार पर श्रम विभाग की अधिसूचना क्रमांक एफ–10–4/2016/16 दिनांक 06.10.2018 के द्वारा पुनरीक्षित न्यूनतम वेतन एवं तदानुसार निर्दिष्ट परिवर्तनशील महँगाई भत्ता बीड़ी श्रमिकों को **दिनांक 01.10.2026 से 30.09.2027** तक देय रहेगा।

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परिवर्तनशील महँगाई भत्ते की संगणना एवं पुनरीक्षित दरों के संबंध में विवरणात्मक टीप

श्रमायुक्त कार्यालय, छत्तीसगढ़ रायपुर की अधिसूचना क्रमांक/आठ/न्यू0वे0/श्र0आ0/2025/2663, दिनांक 08.10.2026 के अनुसार **जुलाई 2025 से जून 2026** तक की अवधि में अखिल भारतीय उपभोक्ता मूल्य सूचकांक का औसत **9772** रहा है। इस प्रकार किसी तंबाखू (जिसमें बीड़ी बनाना भी सम्मिलित है) के विनिर्माण में न्यूनतम वेतन पुनरीक्षण के संबंध में अखिल भारतीय उपभोक्ता मूल्य सूचकांक 6321 (2001=100) के आधार आंकड़ों के ऊपर **जुलाई 2025 से जून 2026** की अवधि तक **3451 पाईंट (9772–6321)** औसत बिन्दुओं की वृद्धि हुई है। उक्त के परिणामस्वरूप किसी तंबाखू (जिसमें बीड़ी बनाना भी सम्मिलित है) के विनिर्माण में नियोजन के लिये परिवर्तनशील महँगाई भत्ता 1 पैसे प्रति बिन्दु प्रति हजार बीड़ी के मान से **34.51** रूपये परिवर्तनशील महँगाई भत्ता **दिनांक 01.10.2026 से 30.09.2027** तक देय है।

छत्तीसगढ़ शासन श्रम विभाग की अधिसूचना क्रमांक एफ–10–4/2016/16 दिनांक 06.10.2018 के अंतर्गत किसी तंबाखू (जिसमें बीड़ी बनाना भी सम्मिलित है) के विनिर्माण में नियोजन में दरों को अखिल भारतीय उपभोक्ता मूल्य सूचकांक से संबंद्ध किया गया है। अतः बीड़ी उद्योग में नियोजित श्रमिकों को **अनुसूची–'फ'** अनुसार परिवर्तनशील मंहगाई भत्ता **दिनांक दिनांक 01.10.2026 से 30.09.2027** तक देय है।

(हिमशिखर गुप्ता)
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अनुसूची ''फ''

तम्बाखू (जिसमें बीड़ी बनाना भी सम्मिलित है) विनिर्माण में नियोजन

क्र.	कर्मचारियों का वर्ग	न्यूनतम वेतन की पुनरीक्षित मूल वेतन दरें	परिवर्तनशील मंहगाई भत्ते की दरें	कुल वेतन
1	2	3	4	5
1.	**बीड़ी रोलर** (1000 बीड़ी बनाने के लिए)	रू0 96.24	34.51	रू0 130.75 प्रति हजार किंतु यदि श्रमिक का किसी सप्ताह में प्राप्त होने वाले वेतन का योग रूपये 732.20 से कम हो तो उसे इस अधिसूचना की परिशिष्ट में बताई गई शर्तों के अनुसार कम से कम रूपये 732.20 का भुगतान उस सप्ताह में किया जावेगा।
2.	**रेलाई श्रमिक**			
अ	**बीड़ी के कट्टों पर झिल्ली लगाना**			
1	लेबल चिपकाने तथा पुड़ों को बनाने या चिपकाने संबंधी कार्य	रू0 53.18 प्रति 1000 कट्टों पर	रू. 17.26 (एक पैसे प्रति बिन्दु प्रति दो हजार)	**70.44**
2	यदि कट्टे पर दोनों ओर लेबल लगाया जाता है।	रू0 56.35 प्रति 1000 कट्टों पर	रू. 17.26 (एक पैसे प्रति बिन्दु प्रति दो हजार)	**73.61**
ब.	**झिल्ली एवं लेबल लगाने संबंधी कार्य**			
1.	झिल्ली लेबल लगाना	रू0 48.06 प्रति 1000 कट्टों पर	रू. 17.26 (1 पैसे प्रति बिन्दु प्रति दो हजार)	**65.32**
2.	झिल्ली लगाना	रू0 35.20 प्रति 1000 कट्टों पर	रू. 12.94 (1.5 पैसे प्रति बिन्दु प्रति चार हजार)	**48.14**
3.	लेबल लगाना	रू0 13.10 प्रति 1000 कट्टों पर	रू. 4.31 (1 पैसे प्रति बिन्दु प्रति आठ हजार)	**17.41**
4.	पुड़ा बनाना या चिपकाना	रू0 13.44 प्रति 1000 कट्टों पर	रू. 4.31 (1 पैसे प्रति बिन्दु प्रति आठ हजार)	**17.75**
स.	**एक हजार कट्टों पर जबकि 25 बीड़ियों का कट्टा हो**			
1.	आड़ी तथा खड़ी पट्टी लगाने का कार्य हो	रू0 198.88 पैसे प्रति एक लाख बीड़ी पर	रू. 69.02 (2 पैसे प्रति बिन्दु प्रति लाख बीड़ी पर)	**267.90**
2.	झिल्ली आड़ी तथा खड़ी पट्टी लगाने का कार्य हो	रू0 216.02 पैसे प्रति एक लाख बीड़ी पर	रू. 69.02 (2 पैसे प्रति बिन्दु प्रति लाख बीड़ी पर)	**282.04**
3.	झिल्ली तथा नक्शी झिल्ली लगाने का कार्य हो	रू0 216.02 पैसे प्रति एक लाख बीड़ी पर	रू. 69.02 (2 पैसे प्रति बिन्दु प्रति लाख बीड़ी पर)	**285.04**

नोट :–

बीड़ी निर्माण के संबंध में दैनिक या मासिक दर से वेतन पाने वाले कर्मचारियों जैसे, बीड़ी छाँटने तथा जाँच करने वाले, तंबाखू मिश्रण तथा छानने का कार्य करने वाला, भट्टी वाला, रसोईया, ड्राईवर (भारी वाहन), हल्का वाहन, एकाऊंटेंट, मुनीम, कैशियर, गोडाउन कीपर, स्टोर कीपर, टाईपिस्ट, बिलमेन, क्लर्क, भृत्य, चौकीदार के वेतन न्यूनतम वेतन अधिनियम के अंतर्गत् समय–समय पर निर्धारित कुशल, अर्धकुशल और अकुशल श्रेणी के श्रमिकों के वेतन के अनुसार नियमित होंगे।

इस प्रयोजन के लिए उपर्युक्त कर्मकारों का वर्गीकरण निम्नानुसार किया जावेगा।

1. उच्च कुशल – ड्राईवर (चालक) (भारी वाहन) एकाउंटेट, डाटा एन्ट्री आपरेटर (कम्प्यूटर आपरेटर), मुनीम, कैशियर, हेड क्लर्क।
2. कुशल – स्टोर कीपर, ड्राईवर (हल्का वाहन), टाईपिस्ट, गोडाउन कीपर, क्लर्क, बिलमेन ।
3. अर्ध कुशल – बीड़ी छॉटने या जांच करने वाले, भट्टी वाला।
4. अकुशल – ट्रक से माल चढ़ाने व उतारने वाले या बीड़ीयों के पुड़ों के कार्य में लगा श्रमिक, भृत्य, श्रमिक।

बीड़ी निर्माण के संबंध में दैनिक या मासिक दर से वेतन पाने वाले कर्मचारियों की न्यूनतम वेतन की दरें 45 अधिसूचित सामान्य नियोजनों के लिए शासन द्वारा घोषित दरें ही प्रभावशील होंगी।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

EFFECTIVE WAGES OF BEEDI ROLLERS

Beedi Rolles (For Rolling of 1000 Beedies)

Effective from **01.10.2026 To 30.09.2027**

V.D.A. Revisable Annualy with Effect from **01.10.2026**

No.	Perticular	Rs./P
1	Basic Wages	**96.24**
2	Variable Dearness Allowance	**34.51**
3	Leave With Salary (@ 5% of Total Wages)	**6.54**
4	Total Wages	**137.29**
5	Bonus (@8.33% of Total Wages	**11.44**
6	P.F. Contribution of Employer @ 10% of Total Wages	**13.73**
7	Total	**162.46**
8	Less P.F.Contribution of Employer (@10% of Total Wages)	**13.73**
9	Less P.F. Contribution of Employee (@10% of Total Wages)	**13.73**
10	Net Payable to Beedi Roller (7-(8+9)	**135.00**

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स्पष्टीकरण

1. अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक है तो वो किसी भी दशा में कम नहीं की जावेगी, न्यूनतम वेतन अधिनियम, 1948 की धारा 13 की उपधारा (1) के खण्ड (ब) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में परिश्रमिक इन वेतन दरों में सम्मिलित हैं।

2. परिवर्तनशील महँगाई भत्ता उपरोक्त अनुसूची के स्तम्भ 4 में लेबर ब्यूरो, शिमला द्वारा निर्मित औद्योगिक श्रमिकों के लिये अखिल भारतीय उपभोक्ता मूल्य सूचकांक, 6321 (2001=100) पर आधारित है। 6321 सूचकांक के ऊपर प्रति एक वर्ष में जो औसत वृद्धि होगी, उसी अनुपात में अनुसूची–'फ' के स्तम्भ क्रमांक 4 में वृद्धि दिनांक 1 अक्टूबर से की जावेगी और स्तम्भ 4 में परिवर्तनशील महँगाई भत्ते में हुई यह वृद्धि परिवर्तनशील महँगाई भत्ता मानी जावेगी। 1 अक्टूबर से देय परिवर्तनशील महँगाई भत्ते की वृद्धि की गणना गत जुलाई से जून तक के एक वर्ष के औसत सूचकांक के आधार पर की जावेगी जिसकी घोषणा अधिनियम के अन्तर्गत सक्षम प्राधिकारी द्वारा राजपत्र में समय–समय पर प्रकाशित की जावेगी।

3. निर्धारित मासिक वेतन केलेण्डर माह की समाप्ति पर देय होगा, एक दिन का वेतन संगणित करना हो तो मासिक वेतन को 26 से भाग देकर संगणित किया जाएगा।

4. जहां नियोजन प्रति सप्ताह 5600 बीड़ी बनाने के लिये लगने वाला कच्चा माल तंबाखू, तेंदूपत्ता, धागा पर्याप्त मात्रा में नहीं दे पाता तब कर्मचारी कम से कम 5600 बीड़ी के लिए देय वेतन तथा विशेष महँगाई भत्ता प्रति सप्ताह जिसे आगे गारन्टेड वेज कहा जाएगा, प्राप्त करने का अधिकारी होगा।

5. गारंटी वेज में कर्मचारी द्वारा किसी भी दिन उसके नियोजक द्वारा दिये गए कच्चे माल की मात्रा में वास्तव में बनाई बीड़ी का जो वेतन अर्जित करेगा, वह भी सम्मिलित होगा।

6. यदि कर्मचारी अन्य इच्छा से किसी भी कारणवश् किसी दिन गारन्टेड वेज प्राप्त करने की मात्रा से भी कम वेतन अर्जित करता है तो कर्मचारी गारन्टेड वेज प्राप्त करने का अधिकारी नहीं होगा।

7. जो कर्मचारी दिये गए कच्चे माल की मात्रा यद्यपि वह 5600 बीड़ियॉ सप्ताह में बनाने के लिए पर्याप्त हो कि पूर्ण रूप से उपभोग नहीं कर पाता है तो वह गारंटी वेज प्राप्त करने का अधिकारी नहीं होगा।

8. आग, विपत्ति महामारी, असैनिक क्षौभ या इसके समान अन्य स्थिति में जो नियोजक के नियंत्रण के बाहर है, यदि नियोजक कर्मचारी को कच्चा माल नहीं दे पाता तो कर्मचारी वेज प्राप्त करने का अधिकार नहीं होगा।

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छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

क्रमांक / आठ / न्यू0वे0 / श्र0आ0 / 2026 / 2664 नवा रायपुर, दिनांक 08.10.2026

प्रतिलिपि :–

1. उप नियंत्रक, शासकीय मुद्रणालय, राजनांदगांव (छत्तीसगढ़) की ओर अधिसूचना की प्रति भेजते हुए निवेदन है कि इस अधिसूचना को (छत्तीसगढ़) राजपत्र के आगामी अंक के भाग 3(1) में प्रकाशित कर 20 प्रति इस कार्यालय का उपलब्ध कराने का कष्ट करें।
2. प्रमुख सचिव, छत्तीसगढ़ शासन श्रम विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
3. सचिव, छत्तीसगढ़ शासन वित्त विभाग, रायपुर की ओर उनके पत्र क्र0 / 303 / आर / 577 / 97 / नि–514, दिनांक 30.06.1992 के संदर्भ में मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।
4. सचिव, छत्तीसगढ़ शासन सामान्य प्रशासन विभाग, स्थापना अधीक्षण, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
5. सचिव, छत्तीसगढ़ शासन ऊर्जा विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।
6. सचिव, छत्तीसगढ़ शासन खनिज साधन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
7. सचिव, छत्तीसगढ़ शासन सूचना प्रौद्योगिकी एवं जैव प्रौद्यागिकी विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
8. सचिव, छत्तीसगढ़ शासन गृह, एवं जेल विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
9. पुलिस महानिदेशक, छत्तीसगढ़ शासन, पुलिस मुख्यालय, नवा रायपुर, अटल नगर, जिला–रायपुर ।
10. महानिदेशक, छत्तीसगढ़ शासन नगर सेना तथा नागरिक सुरक्षा, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
11. पुलिस महानिदेशक, जेल एवं सुधारात्मक सेवायें, रायपुर।
12. सचिव, छत्तीसगढ़ शासन लोक निर्माण विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
13. सचिव, छत्तीसगढ़ शासन स्कूल शिक्षा विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
14. सचिव, धार्मिक न्यास एवं धर्मस्व विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।
15. सचिव, छत्तीसगढ़ शासन संस्कृति विभाग, मंत्रालय मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

16. सचिव, छत्तीसगढ़ शासन संसदीय कार्य विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

17. सचिव, छत्तीसगढ़ शासन जल संसाधन, आयाकट विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

18. सचिव, छत्तीसगढ़ शासन उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

19. सचिव, छत्तीसगढ़ शासन तकनीकी शिक्षा, जनशक्ति नियोजन व प्रौद्योगिकी विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।

20. सचिव, छत्तीसगढ़ शासन खाद्य, नागरिक आपूर्ति एवं उपभोक्ता संरक्षण विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

21. सचिव, छत्तीसगढ़ शासन, कृषि, पशुपालन, मछलीपालन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

22. सचिव, छत्तीसगढ़ शासन, लोक स्वास्थ्य एवं परिवार कल्याण तथा चिकित्सा शिक्षा विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

23. सचिव, छत्तीसगढ़ शासन वाणिज्य एवं उद्योग विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

24. सचिव, छत्तीसगढ़ शासन नगरीय प्रशासन एवं विकास विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

25. सचिव, छत्तीसगढ़ शासन पंचायत एवं ग्रामीण विकास विभाग, मंत्रालय, महानदी भवन, अटल नगर, जिला–रायपुर ।

26. सचिव, छत्तीसगढ़ शासन विधि एवं विधायी कार्य विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

27. सचिव, छत्तीसगढ़ शासन वन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

28. सचिव, छत्तीसगढ़ शासन सहकारिता, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

29. सचिव, छत्तीसगढ़ शासन जन शिकायत निवारण विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

30. सचिव, छत्तीसगढ़ शासन आवास एवं पर्यावरण विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

31. सचिव, छत्तीसगढ़ शासन परिवहन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

32. सचिव, छत्तीसगढ़ शासन जनसंपर्क विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

33. सचिव, छत्तीसगढ़ शासन आदिम जाति तथा अनुसूचित जाति विकास, पिछड़ा वर्ग एवं अल्पसंख्यक विकास विभाग, मंत्रालय, महानदी भवन, नवा रायपुर,अटल नगर,जिला–रायपुर ।

34. सचिव, छत्तीसगढ़ शासन महिला एवं बाल विकास, समाज कल्याण विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

35. सचिव, छत्तीसगढ़ शासन खेल एवं युवा कल्याण विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

36. सचिव, स्कूल शिक्षा विभाग,मंत्रालय, महानदी भवन, नवा रायपुर,अटल नगर, जिला–रायपुर ।

37. सचिव, छत्तीसगढ़ शासन राजस्व एवं आपदा प्रबंधन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

38. सचिव, छत्तीसगढ़ शासन योजना, आर्थिक एवं सांख्यिकीय विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

39. सचिव, छत्तीसगढ़ शासन विमानन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

40. सचिव, छत्तीसगढ़ शासन पर्यटन विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

41. सदस्य सचिव, राज्य योजना आयोग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

42. संचालक, पंचायत विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

43. संचालक, उद्यानिकी, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

44. संचालक, संपदा, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

45. संचालक, नगरीय प्रशासन एवं विकास, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

46. आयुक्त, महिला एवं बाल विकास विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

47. आयुक्त, स्थानीय निधि संपरीक्षा, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

48. नियंत्रक, नाप–तौल विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

49. आयुक्त, खाद्य नागरिक आपूर्ति उपभोक्ता संरक्षण, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।

50. विभागाध्यक्ष, मुख्य तकनीकी परीक्षक (सतर्कता) इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।

51. आयुक्त, लोक शिक्षण एवं सर्वशिक्षा अभियान, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

52. संचालक, विमानन, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

53. आयुक्त, आदिवासी विकास एवं आदिम जाति विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

54. संचालक, ग्रामोद्योग, रेशम, हाथकरघा, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

55. पंजीयक, सहकारी संस्थायें, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

56. आयुक्त, पेंशन कोष एवं लेखा, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

57. संचालक, लोक अभियोजन, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

58. संचालक, कर्मचारी राज्य बीमा सेवायें, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।

59. नियंत्रक खाद्य एवं औषधि प्रशासन, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर।

60. आयुक्त, परिवहन विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

61. संचालक, कृषि विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

62. आयुक्त, जनसंपर्क विभाग, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

63. विकास आयुक्त कार्यालय, विकास भवन, सेक्टर–19, नार्थ ब्लाक, नवा रायपुर, अटल नगर, जिला–रायपुर।

64. संचालक, राष्ट्रीय ग्रामीण आजीविका मिशन, विकास भवन, सेक्टर–19, नार्थ ब्लाक, नवा रायपुर, अटल नगर, जिला–रायपुर।

65. आयुक्त, महात्मा गांधी राष्ट्रीय ग्रामीण रोजगार गारंटी योजना (मनरेगा), विकास भवन, सेक्टर–19, नार्थ ब्लाक, नवा रायपुर, अटल नगर, जिला–रायपुर।

66. सचिव, राज्य निर्वाचन आयोग, सेक्टर–19, नवा रायपुर, अटल नगर, जिला–रायपुर।

67. संचालक, शासकीय मुद्रणालय एवं लेखन सामग्री, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर, छत्तीसगढ़ ।

68. पंजीयक, फर्म्स एवं संस्थाएं, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर , छत्तीसगढ़।

69. संचालक, रोजगार एवं प्रशिक्षण, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

70. संचालक, पशुचिकित्सा सेवाएं, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

71. प्रधान मुख्य वन संरक्षक, अरण्य भवन, सेक्टर–19, नवा रायपुर, अटल नगर, जिला–रायपुर।

72. प्रमुख अभियंता, लोक स्वास्थ्य यांत्रिकी, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर ।

73. संचालक, मत्स्योद्योग, इन्द्रावती भवन, नवा रायपुर, अटल नगर, रायपुर।

74. मुख्य तकनीकी परीक्षक एवं सतर्कता, इन्द्रावती भवन, नवा रायपुर, अटल नगर, रायपुर।

75. अधीक्षण अभियंता (विद्युत सुरक्षा) एवं मुख्य विद्युत निरीक्षक, इन्द्रावती भवन, नवा रायपुर, अटल नगर, रायपुर।

76. संचालक, औद्योगिक स्वास्थ्य एवं सुरक्षा, इन्द्रावती भवन, नवा रायपुर, अटल नगर, रायपुर।

77. संचालक, जनसम्पर्क छत्तीसगढ़, इन्द्रावती भवन, नवा रायपुर अटल नगर, छत्तीसगढ़ की ओर छत्तीसगढ़ के समस्त दैनिक समाचार पत्रों में निःशुल्क प्रकाशनार्थ अग्रेषित।

78. प्रमुख अभियंता, जल संसाधन विभाग, सेक्टर –19 नवा रायपुर, अटल नगर, रायपुर ।

79. प्रमुख अभियंता, लोक निर्माण विभाग, सेक्टर –19 नवा रायपुर, अटल नगर, रायपुर ।

80. आयुक्त, वाणिज्यिकर विभाग, सेक्टर–19, नवा रायपुर, अटल नगर, जिला–रायपुर।

81. संचालक, सैनिक कल्याण, सेक्टर –19 नवा रायपुर, अटल नगर, रायपुर ।

82. नियंत्रक, व्यवसायिक परीक्षा मण्डल, सेक्टर–19, नवा रायपुर, अटल नगर, छत्तीसगढ़।

83. मुख्य कार्यपालन अधिकारी, नवा रायपुर डेव्हलपमेंट अथॉरिटी, नवा रायपुर, अटल नगर, जिला–रायपुर ।

84. सचिव, भवन एवं अन्य सन्निर्माण कर्मकार कल्याण मण्डल, नवा रायपुर अटल नगर, जिला–रायपुर।

85. आयुक्त एवं अध्यक्ष हसदेव आयाकट विकास प्राधिकरण, रायपुर।

86. महालेखाकार प्रथम एवं द्वितीय, जीरो प्वाईंट, विधानसभा के पास, बलौदाबाजार रोड, रायपुर।

87. संभाग आयुक्त, जिला–रायपुर, दुर्ग, बिलासपुर, बस्तर एवं सरगुजा (राजस्व संभाग)।

88. सचिव, राज्य महिला आयोग, गायत्री भवन–13, जलविहार कॉलोनी, रायपुर, जिला–रायपुर।

89. सचिव, राज्य पिछड़ा वर्ग आयोग, कलेक्ट्रेट के पीछे, रायपुर, जिला–रायपुर।

90. सचिव, अनुसूचित जाति आयोग, साक्षरता चौक, सिविल लाईन, रायपुर।

91. सचिव, अनुसूचित जनजाति आयोग, जल विहार कॉलानी, तेलीबांधा, रायपुर।

92. सचिव, अल्पसंख्यक आयोग, पुराना नर्सेस हॉस्टल, डी.के.एस. हास्पिटल के पास, रायपुर।

93. सचिव, बाल अधिकार संरक्षण अयोग, रायगढ़ बाड़ा, सिविल लाईन, रायपुर।

94. सचिव, राज्य युवा आयोग, इंटरनेशनल हॉकी स्टेडियम, रविशंकर यूनिवर्सिटी परिसर,रायपुर।

95. सचिव, राज्य लोक सेवा आयोग, सेक्टर–19, नार्थ ब्लाक, नवा रायपुर, अटल नगर, जिला–रायपुर।

96. सचिव, राज्य विद्युत नियामक आयोग, गौरव पथ, इंद्रावती कॉलोनी, रायपुर।

97. संचालक प्रशासन अकादमी, धमतरी रोड, ग्राम–निमोरा, रायपुर, जिला–रायपुर।

98. सचिव, राजस्व मण्डल, नेहरू नगर, बिलासपुर, जिला–बिलासपुर।

99. संचालक उद्योग, उद्योग भवन, रिंग रोड नं., तेलीबांधा, रायपुर।

100. संचालक, संस्कृति एवं पुरातत्व, महंत घासीदास संग्रहालय, राजभवन के पास, रायपुर।

101. पुलिस महानिरीक्षक, राज्य आर्थिक अपराध अन्वेषण एवं एन्टी करप्शन ब्यूरो, जी0ई0रायपुर।

102. संचालक, राज्य फोरेंसिक लैब, पुलिस लाईन रायपुर, जिला– रायपुर।

103. आयुक्त, खेल एवं युवा कल्याण, रविशंकर यूनिवर्सिटी परिसर, रायपुर छत्तीसगढ़।

104. आयुक्त, विभागीय जांच, पुराना मंत्रालय, के पास, रायपुर, जिला–रायपुर ।

105. संचालक, राष्ट्रीय कैडेट कोर, अनुपम गार्डन, आयुर्वेदिक कालेज के पास, रायपुर।

106. संचालक, मेडिकोलीगल संस्थान, रायपुर, छत्तीसगढ़।

107. संचालक, राज्य कृषक प्रशिक्षण अकादमी, रायपुर, छत्तीसगढ़।

108. परि.प्रशासक, कार्यालय मुख्य अभियंता एवं अध्यक्ष, महानदी आयाकट विकास प्राधिकरण, रायपुर।

109. संचालक, चिकित्सा शिक्षा, डी.के.एस. हास्पिटल के पास, रायपुर छत्तीसगढ़।

110. संचालक, आयुष, छत्तीसगढ रायपुर।

111. संचालक, जनगणना निदेशालय रायपुर।

112. संचालक, स्वास्थ्य सेवाएं एवं मिशन संचालक राष्ट्रीय ग्रामीण स्वास्थ्य मिशन पंडरी रोड, देवेन्द्र नगर, रायपुर।

113. समस्त जिलाध्यक्ष, छत्तीसगढ़।

114. समस्त मुख्य कार्यपालन अधिकारी, जिला पंचायत, छत्तीसगढ़।

115. उप संचालक, राजभाषा, रायपुर छत्तीसगढ़।

116. आयुक्त, अल्प बचत एवं राज्य लाटरी, कलेक्ट्रट परिसर, रायपुर, छत्तीसगढ़।

117. मुख्य निरीक्षक, वाष्पयंत्र, रायपुर, छत्तीसगढ़।

118. संचालक, अक्षय ऊर्जा विकास अभिकरण, व्ही. आई. पी. रोड, रायपुर छत्तीसगढ़।

119. प्रभारी अधीक्षक, स्टेट गैरेज, काली माता मंदिर चौंक, सिविल लाईन रायपुर, रायपुर, छत्तीसगढ़।

120. पंजीयक, राज्य औद्योगिक न्यायालय, छत्तीसगढ़, रायपुर।

121. समस्त पीठासीन अधिकारी, श्रम न्यायालय, रायपुर क्रमांक–1 एवं 2, दुर्ग, राजनांदगांव, बिलासपुर, रायगढ़, कोरबा, अम्बिकापुर, जगदलपुर, धमतरी, जांजगीर–चांपा।

122. कुल सचिव, गुरू घासीदास केन्द्रीय विश्वविद्यालय, बिलासपुर, छत्तीसगढ़।

123. कुल सचिव, पं0 रविशंकर विश्वविद्यालय, रायपुर, छत्तीसगढ़।

124. कुल सचिव, इंदिरा कला संगीत विश्वविद्यालय, खैरागढ़, छत्तीसगढ़।

125. कुल सचिव, कुशाभाऊ ठाकरे पत्रकारिता विश्वविद्यालय, रायपुर छत्तीसगढ़।

126. कुल सचिव, पं0 सुन्दर लाल शर्मा मुक्त विश्वविद्यालय, बिलासपुर, छत्तीसगढ़।

127. कुल सचिव, बस्तर विश्वविद्यालय, जगदलपुर, छत्तीसगढ़।

128. कुल सचिव, सरगुजा विश्वविद्यालय, अंबिकापुर छत्तीसगढ़।

129. कुल सचिव, स्वामी विवेकानंद तकनीकी विश्वविद्यालय, भिलाई, छत्तीसगढ़।

130. कुल सचिव, इंदिरा गांधी कृषि विश्वविद्यालय, रायपुर, छत्तीसगढ़।

131. कुल सचिव, आयुष एवं स्वास्थ्य विज्ञान विश्वविद्यालय, रायपुर, छत्तीसगढ़।

132. कुल सचिव, हिदायतउल्ला नेशनल लॉ विश्वविद्यालय, नवा रायपुर, अटल नगर, छत्तीसगढ़।

133. सचिव, उत्तर क्षेत्र आदिवासी विकास प्राधिकरण, रायपुर, छत्तीसगढ़।

134. सचिव, बस्तर एवं दक्षिण क्षेत्र आदिवासी विकास प्राधिकरण, रायपुर, छत्तीसगढ़।

135. सचिव, राज्य अनुसूचित जाति प्राधिकरण, रायपुर, छत्तीसगढ़।

136. सचिव, राज्य ग्रामीण विकास प्राधिकरण, रायपुर, छत्तीसगढ़।

137. मुख्य कार्यपालन अधिकारी, वनौषधि बोर्ड, रायपुर, छत्तीसगढ़।

138. प्रबंध संचालक, राज्य बीज एवं कृषि विकास निगम, तेलीबांधा, रायपुर, छत्तीसगढ़।

139. प्रबंधक संचालक, राज्य कृषि विपणन (मण्डी) बोर्ड, तेलीबांधा, रायपुर, छत्तीसगढ़।

140. पंजीयक, राज्य सहकारी विपणन बोर्ड, रायपुर, छत्तीसगढ़।

141. प्रबंधक संचालक, राज्य वन विकास निगम, रायपुर, छत्तीसगढ़।

142. प्रबंधक संचालक, नागरिक आपूर्ति निगम, रायपुर, छत्तीसगढ़।

143. प्रबंधक संचालक, अंत्यावसायी सहकारी वित्त एवं विकास निगम मर्यादित, रायपुर, (छ0ग0)।

144. कार्यपालन अधिकारी, राज्य वक्फ बोर्ड, रायपुर, छत्तीसगढ़।

145. सचिव, मदरसा बोर्ड, रायपुर, छत्तीसगढ़।

146. कार्यपालन अधिकारी, राज्य हज कमेटी, रायपुर, छत्तीसगढ़।

147. प्रबंध संचालक, पर्यटन मंडल, द्वितीय तल, उद्योग भवन, तेलीबांधा, रायपुर, छत्तीसगढ़।

148. प्रबंध संचालक, राज्य भण्डार गृह निगम, रायपुर, छत्तीसगढ़।

149. आयुक्त, गृह निर्माण मण्डल, रायपुर, छत्तीसगढ़।

150. प्रबंध संचालक, राज्य लघु वनोपज संघ, रायपुर, छत्तीसगढ़।

151. प्रबंध संचालक, पुलिस हाउसिंग कार्पोरेशन लिमिटेड, रायपुर।

152. प्रबंध संचालक, छ0ग0 राज्य हथकरघा विकास एवं विपणन सहकारी संघ मर्यादित छ0ग0 खादी ग्रामोद्योग न्यू राजेन्द्र नगर रायपुर।

153. प्रबंध संचालक सी.एस.आई.डी.सी., नगर घड़ी चौंक, रायपुर।

154. प्रबंध संचालक, कार्यालय छ0ग0 स्टेट बेवरेजेस कार्पोरेशन, पंडरी रायपुर।

155. कार्यपालिक निदेशक छ0ग0 राज्य बायोफ्यूल विकास प्राधिकरण, रायपुर।

156. मुख्य कार्यपालन अधिकारी छ0ग0 राज्य अक्षय ऊर्जा विकास अभिकरण, रायपुर।

157. प्रबंध संचालक, छ0ग0 हस्तशिल्प विकास बोर्ड, रायपुर।

158. प्रबंध संचालक आयुक्त छ0ग0 इन्फ्रास्ट्रचर डेव्हलपमेंट कार्पोरेशन लिमिटेड, रायपुर।

159. सचिव, छत्तीसगढ़ संस्कृत विद्यामण्डलम्, रोहणीपुरम, रिंग रोड, डीडी नगर, रायपुर।

160. उप मुख्य श्रमायुक्त (केन्द्रीय), अवंति विहार, रायपुर।

161. क्षेत्रीय निदेशक, कर्मचारी राज्य बीमा निगम, क्षेत्रीय कार्यालय, समता कॉलोनी, रायपुर।

162. क्षेत्रीय भविष्य निधि आयुक्त, भविष्य निधि संगठन क्षेत्रीय कार्यालय, रायपुर।

163. इंडियन एयरलाइन्स लिमिटेड, जीवन प्रकाश, जीवन बीमा मार्ग, पंडरी, रायपुर।

164. कल्याण आयुक्त, श्रम कल्याण मंडल, छत्तीसगढ़, शंकर नगर, रायपुर।

165. समस्त अपर श्रमायुक्त एवं उप श्रमायुक्त, मुख्यालय, नवा रायपुर अटल नगर।

166. सहायक श्रमायुक्त– रायपुर, दुर्ग, बिलासपुर, कोरबा, रायगढ़।

167. श्रम पदाधिकारी–राजनांदगांव, धमतरी, जगदलपुर, जांजगीर–चांपा, महासमुंद, अम्बिकापुर, कवर्धा, बालोद, बलौदाबाजार, कोण्डागांव, गरियाबंद, कांकेर, मुंगेली, दंतेवाड़ा, जशपुर, सूरजपुर, बेमेतरा, कोरिया, नारायणपुर, सुकमा, बीजापुर, बलरामपुर, गौरेला–पेण्ड्रा–मरवाही।

168. प्रभारी अधिकारी, समस्त शाखाएँ, कार्यालय श्रमायुक्त छत्तीसगढ़, अटल नगर, जिला–रायपुर।

169. उप संचालक/सहायक संचालक, औद्योगिक स्वास्थ्य एवं सुरक्षा, रायपुर, बिलासपुर, दुर्ग, रायगढ़, राजनांदगांव, कोरबा एवं इण्डस्ट्रीयल हाईजिन लैब रायपुर, बलौदाबाजार, जांजगीर–चांपा की ओर आवश्यक कार्यवाही हेतु सूचनार्थ।

170. केन्द्र निदेशक, आकाशवाणी केन्द्र, रायपुर की ओर निःशुल्क प्रसारणार्थ ।

171. केन्द्र अभियंता, दूरदर्शन अनुरक्षण केन्द्र, रायपुर की ओर निःशुल्क प्रसारणार्थ ।

(हिम शिखर गुप्ता)
श्रमायुक्त एवं सक्षम प्राधिकारी
न्यूनतम वेतन अधिनियम, 1948
छत्तीसगढ़, रायपुर

कार्यालय श्रमायुक्त छत्तीसगढ़

खण्ड–तीन, द्वितीय तल, इंद्रावती भवन, नवा रायपुर, अटल नगर, जिला–रायपुर (छ.ग.)
Website- www. shramevjayate.cg.gov.in, E-Mail ID- cglc2012@gmail.com, ☎ No. 0771-2443513,14,15,16

क्रमांक / आठ / न्यू0वे0 / श्र.आ. / 2026 / 2665 नवा रायपुर, दिनांक 08.10.2026

प्रति,

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विषय :– दिनांक 01.10.2026 से 31.03.2027 तक प्रभावशील न्यूनतम वेतन एवं परिवर्तनशील महंगाई भत्ते की दरें।

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उपरोक्त विषयांतर्गत लेख है कि न्यूनतम वेतन अधिनियम 1948 के अंतर्गत दिनांक 01.10.2026 से न्यूनतम वेतन एवं परिवर्तनशील महंगाई भत्ते की दरें निर्धारित की गई है, जिसकी पुस्तिका संलग्न प्रेषित है। उपरोक्त न्यूनतम मजदूरी की दरें श्रम विभाग की वेबसाईट **www. shramevjayate.cg.gov.in** पर भी उपलब्ध है।

संलग्न :–उपरोक्तानुसार।

सहायक श्रमायुक्त
कार्यालय श्रमायुक्त, छत्तीसगढ़

शासनादेश संख्या : 460(1)/VIII-1/2026–228(श्रम) 2001, दिनांक 22 अप्रैल, 2026 के क्रम में राज्य में, न्यूनतम वेतन अधिनियम, 1948 के अन्तर्गत आवर्त अनुसूचित नियोजनों में देय परिवर्तनीय महंगाई भत्ता

निम्नलिखित तालिका में उल्लिखित अनुसूचित नियोजनों में नियोजित कर्मचारियों को स्तम्भ–3 में सन्दर्भित शासनादेशानुसार अखिल भारतीय उपभोक्ता मूल्य सूचकांक 2016=100 के अंक **139** के ऊपर वृद्धि होने पर महंगाई भत्ते को रू **57.60** प्रति अंक की दर से समायोजित किये जाने का प्राविधान है। तदनुसार **जनवरी, 2026 से जून 2026** औसत सूचकांक **150** पर दिनांक **01–10–2026** से **31–03–2027** तक की अवधि के लिए परिवर्तनीय महंगाई भत्ता निम्नवत होगा–

(150–139) x 57.60=634

अनुसूचित नियोजनों की तालिका

क्र० सं०	अनुसूचित नियोजन का नाम	अधिसूचना संख्या एवं दिनांक	अधिसूचना में उल्लिखित सभी श्रेणी के कर्मचारियों को देय परिवर्तनीय महंगाई भत्ता रू०
(1)	(2)	(3)	(4)
1.	वाणिज्य अधिष्ठानों और उत्तराखण्ड में दुकानों के नियोजन।	286/(1)/VIII-1/24–228(श्रम)/2001–पार्ट–II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026–228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
2.	सड़कों के निर्माण या उन्हें बनाये रखने या निर्माण संक्रियाओं में नियोजन।	287/(1)/VIII-1/24–228(श्रम)/2001–पार्ट–II, दि० :15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026–228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
3.	पत्थर तोड़ने या पत्थर कूटने में नियोजन।	289/(1)/VIII-1/24–228(श्रम)/2001–पार्ट–II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026–228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
4.	चिकन के कार्य में नियोजन।	–तदैव–	634.00
5.	दियासलाई उद्योग में नियोजन।	–तदैव–	634.00
6.	आइसक्रीम/आइस्क्रीम विनिर्माणशालाओं में नियोजन।	–तदैव–	634.00
7.	बेकरी और बिस्कुट विनिर्माणशालाओं में नियोजन।	–तदैव–	634.00
8.	बर्फ विनिर्माणशालाओं में नियोजन।	–तदैव–	634.00
9.	एस्बेस्टस सीमेंट कारखानों और अन्य सीमेन्ट उत्पादों विनिर्माणशालाओं में नियोजन।	–तदैव–	634.00
10.	लाण्ड्री या धुलाई अधिष्ठानों में नियोजन।	–तदैव–	634.00
11.	जिल्दसाजी में नियोजन।	–तदैव–	634.00
12.	कोल्ड स्टोरेज में नियोजन।	–तदैव–	634.00
13.	पाटरी सिरेमिक्स या रिफरैक्ट्रीज में नियोजन।	–तदैव–	634.00

—2—

14.	रबर की विनिर्माणशाला और रबर उत्पादन (जिसके अन्तर्गत टायर और ट्यूब भी है) के उद्योग में नियोजन।	289/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
15.	प्लास्टिक उद्योग और प्लास्टिक उत्पादन के उद्योग में नियोजन।	–तदैव–	634.00
16.	मिष्ठान उद्योग में नियोजन।	–तदैव–	634.00
17.	वासित पेयों (एयरेटेड ड्रिंक्स) के विनिर्माण में नियोजन।	–तदैव–	634.00
18.	फलों के रसों की विनिर्माणशाला में नियोजन।	–तदैव–	634.00
19.	परतदार लकडी (प्लाईवुड) के उद्योग में नियोजन।	–तदैव–	634.00
20.	पेट्रोल और डीजल आयल पम्प में नियोजन।	–तदैव–	634.00
21.	डेरी और मिल्क डेरीज में नियोजन।	–तदैव–	634.00
22.	सिले सिलाए कपडो की विनिर्माणशाला में नियोजन।	–तदैव–	634.00
23.	बांध तटबन्ध के निर्माण और अनुरक्षण सिंचाई परियोजनाओं, कुओं और तालाबों की खुदाई में नियोजन।	–तदैव–	634.00
24	प्राइवेट क्लीनिक और चिकित्सा सामान की प्राईवेट दुकानों में नियोजन।	–तदैव–	634.00
25.	फाउण्ड्री उद्योगों में नियोजन।	–तदैव–	634.00
26.	धातु उद्योगों में नियोजन।	–तदैव–	634.00
27.	टिन प्लेट शेपिंग और टिन प्रिंटिंग उद्योग में नियोजन।	–तदैव–	634.00
28.	ऐसे अभियन्त्रण उद्योग में नियोजन जिसमें 50 से कम व्यक्ति नियोजित हों।	–तदैव–	634.00
29.	उन समस्त रजिस्ट्रीकृत कारखानों में नियोजन जिनका उल्लेख अन्यत्र नही किया गया है।	–तदैव–	634.00
30	कपडा छपाई मे नियोजन।	290/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
31.	क्लबों में नियोजन।	291/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00

32.	निजी मुद्रणालयों में नियोजन।	292/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
33.	लोक मोटर परिवहन में नियोजन।	293/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
34.	उत्तराखण्ड में यान्त्रिक परिवहन कर्मशालाओं में नियोजन।	–तदैव–	634.00
35.	उत्तराखण्ड में ऑटोमोबाईल रिपेयर्स में नियोजन।	–तदैव–	634.00
36.	सिनेमा उद्योग में नियोजन।	294/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
37.	सिलाई उद्योग में नियोजन।	295/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
38.	एलोपैथिक, आर्युवेदिक और यूनानी फार्मेसियों में नियोजन।	296/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
39.	छोटे मिनियेचर बल्ब एवं कांच उत्पादों के निर्माण उद्योग (थर्मामीटर की शीशे और कांच की चूड़ी बनाने के उद्योग को छोड़कर) के नियोजन।	297/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
40.	धर्मशालाओं में नियोजन।	298/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
41.	निजी पुस्तकालयों में नियोजन।	299/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
42.	होटल और रेस्टोरेन्ट उद्योग में नियोजन।	300/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
43.	प्राईवेट कोचिंग कक्षाओं, प्राइवेट विद्यालयों जिनमें नर्सरी स्कूल और प्राईवेट प्राविधिक संस्थाओं में नियोजन।	301/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
44.	चाय बागान में नियोजन।	302/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
45.	होजरी उद्योग में नियोजन।	303/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
46.	किसी धावल मिल, आटा मिल या दाल मिल (रोलर आटा मिल को छोड़कर) में नियोजन।	304/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
47.	किसी तेल मिल में नियोजन।	–तदैव–	634.00
48.	किसी रोलर आटा मिल में नियोजन।	–तदैव–	634.00

49.	बानिकी (फारेस्ट्री) लट्ठा बनाने और काष्ठ कार्य जिसके अन्तर्गत किसी अन्य वन्य उपज का संग्रहण और उसे मण्डी में ले जाना भी है, में नियोजन।	305/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
50.	ईंट भट्टा उद्योग में नियोजन।	306/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
51.	काष्ठ कार्य और फर्नीचर में नियोजन।	307/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
52.	तम्बाकू निर्माण में नियोजन।	308/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
53.	कालीन बुनाई में नियोजन।	309/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
54.	कपड़े धोने या प्रसाधन के साबुन, सिलिकेट या साबुन के चूर्ण या प्रक्षालक के निर्माण में नियोजन।	310/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00
55.	ऊनी कम्बल बनाने वाले अधिष्ठान में नियोजन।	–तदैव–	634.00
56.	खाण्डसारी में नियोजन।	–तदैव–	634.00
57.	हथकरघा उद्योग एवं शक्ति चालित करघा उद्योग में नियोजन।	311/(1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, दि० : 15 मार्च 2024 एवं संशोधित अधिसूचना संख्या : 460(1)/VIII-1/2026-228(श्रम) 2001, दिनांक 22 अप्रैल, 2026	634.00

(प्रकाश चन्द्र दुम्का)
श्रम आयुक्त, उत्तराखण्ड,

कार्यालय श्रम आयुक्त, उत्तराखण्ड, श्रम भवन, नैनीताल रोड, हल्द्वानी।

संख्या 3259 /4-01/2024, दिनांक : 14-10-2026

प्रतिलिपि : निम्नलिखित को इस निर्देश के साथ प्रेषित कि अपने अधीनस्थ अधिकारियों को सूचित कर प्रतिपालन करना सुनिश्चित करें, तथा श्रमिकों एवं सेवायोजकों व उनके प्रतिनिधियों द्वारा मांगे जाने पर उन्हें उपलब्ध करा दें।

1– अपर श्रम आयुक्त, देहरादून को सूचनार्थ प्रेषित।
2– उप श्रम आयुक्त, देहरादून, 298, हिमगिरी बिहार, अजबपुर खुर्द, देहरादून।
3– उप श्रम आयुक्त, हल्द्वानी, श्रम भवन, नैनीताल रोड, हल्द्वानी।
4– उप श्रम आयुक्त, हरिद्वार, एस०जी०ओ० परिसर, निकट वाणिज्य कर कार्यालय, रोशनाबाद, हरिद्वार।
5– उप श्रम आयुक्त, ऊधमसिंह नगर, विकास भवन परिसर, रूद्रपुर, ऊधमसिंह नगर।

(प्रकाश चन्द्र दुम्का)
श्रम आयुक्त, उत्तराखण्ड,

रजिस्ट्री सं. डी.एल.- 33004/99 REGD. No. D. L.-33004/99

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असाधारण
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कर्मचारी राज्य बीमा निगम

अधिसूचना

नई दिल्ली, 7 अक्तूबर, 2026

सं. एन-12011/1/2023-यो.एवं वि.— सामाजिक सुरक्षा (केंद्रीय) नियमावली, 2026 के नियम 21 के साथ पठित सामाजिक सुरक्षा संहिता, 2020 (2020 का 36) की धारा 32 की उप-धारा (1) के खंड (च) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, उक्त खंड के प्रयोजनों के लिए देय अंत्येष्टि व्यय की राशि 20,000/- रुपये (बीस हजार रुपये मात्र) होगी। यह अधिसूचना 08 मई, 2026 से प्रभावी होगी।

उत्तम प्रकाश, बीमा आयुक्त (यो. एवं वि.)

[विज्ञापन-III/4/असा./402/2026-27]

EMPLOYEES' STATE INSURANCE CORPORATION

NOTIFICATION

New Delhi, the 7th October, 2026

No. N-12011/1/2023-P&D.— In exercise of the powers conferred by Rule 21 of the Social Security (Central) Rules, 2026 read with clause (f) of sub-section (1) of Section 32 of the Code on Social Security, 2020 (36 of 2020), the amount of funeral expenses payable for the purposes of the said clause shall be Rs.20,000/- (Rupees Twenty Thousand only). This notification shall come into force with effect from 08th May, 2026.

UTTAM PRAKASH , Insurance Commissioner(P&D)

[ADVT.-III/4/Exty./402/2026-27]

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श्रम अनुभाग-2
संख्या- 1178 /36-2-2026-1394213
लखनऊ, दिनांक : 16 अक्टूबर, 2026

चूंकि औद्योगिक संबंध संहिता, 2020 (अधिनियम संख्या 35 सन् 2020) की धारा 99 की उपधारा (1) की अपेक्षानुसार उत्तर प्रदेश औद्योगिक संबंध नियमावली, 2026 का प्रारूप सरकारी गजट में अधिसूचना संख्या-251/36-2-2026, दिनांक 10-03-2026 द्वारा, उससे सम्भावित रूप से प्रभावित होने वाले समस्त व्यक्तियों से उस दिनांक जिससे उक्त अधिसूचना से युक्त गजट जनसामान्य को उपलब्ध कराया गया था, से तीस दिन की अवधि के भीतर आपत्तियां आमंत्रित करते हुए, प्रकाशित किया गया था;

और चूंकि पूर्वोक्त अधिसूचना दिनांक 10 मार्च, 2026 को जनसामान्य के लिए उपलब्ध कराई गई थी;

और चूंकि व्यक्तियों/संगठनों से प्राप्त आपत्तियों और सुझावों पर उत्तर प्रदेश सरकार द्वारा सम्यक विचार किया गया है;

अतएव, अब, साधारण खण्ड अधिनियम, 1897 (अधिनियम संख्या 10 सन् 1897) की धारा 24 के साथ पठित औद्योगिक संबंध संहिता, 2020 (अधिनियम संख्या 35 सन् 2020) की धारा 99 की उपधारा (1) के अधीन शक्तियों का प्रयोग करके और

(1) उत्तर प्रदेश औद्योगिक नियोजन (स्थायी आदेश) नियमावली, 1946;
(2) उत्तर प्रदेश व्यवसाय संघ विनियमावली, 1927;
(3) औद्योगिक विवाद (उत्तर प्रदेश) नियमावली, 1957;
(4) उत्तर प्रदेश औद्योगिक संबंध नियमावली, 2021;

का सिवाय उन बातों का अधिक्रमण करके, जो ऐसे अधिक्रमण से पूर्व की गयी हो या करने से लोप की गई हो, राज्यपाल निम्नलिखित नियमावली बनाते हैं, अर्थात्:-

उत्तर प्रदेश औद्योगिक संबंध नियमावली, 2026

अध्याय-एक
प्रारम्भिक

संक्षिप्त नाम, विस्तार और प्रारम्भ

1. (1) यह नियमावली उत्तर प्रदेश औद्योगिक संबंध नियमावली, 2026 कही जायेगी।
(2) इसका विस्तार सम्पूर्ण उत्तर प्रदेश में होगा।

(3) यह सरकारी गजट में प्रकाशित किये जाने के दिनांक से प्रवृत्त होगी।

परिभाषायें

2. (1) जब तक सन्दर्भ से अन्यथा अपेक्षित न हो, इस नियमावली में-

(क) "संहिता" का तात्पर्य औद्योगिक संबंध संहिता, 2020 (अधिनियम संख्या 35 सन् 2020) से है;

(ख) "इलेक्ट्रॉनिक रूप से" का तात्पर्य ई-मेल द्वारा प्रस्तुत की गयी या अभिहित पोर्टल पर अपलोड की गई किसी सूचना या संहिता के प्रयोजनार्थ किसी भी रीति से कृत डिजिटल संदाय से है।

(ग) "प्रपत्र" का तात्पर्य इस नियमावली की अनुसूची में संलग्न प्रपत्र से है;

(घ) "धारा" का तात्पर्य संहिता की धारा से है।

(2) इस नियमावली में प्रयुक्त और अपरिभाषित किन्तु संहिता में परिभाषित शब्दों और पदों के उनके अपने-अपने अर्थ होंगे, जैसा कि संहिता में उनके लिए समनुदेशित है।

धारा 2 के खंड (य झ) के अधीन समझौता हेतु लिखित करार

3. समझौता ज्ञापन-

(1) सुलह कार्यवाही के दौरान किया गया समझौता या सुलह कार्यवाही के अलावा नियोजक और कर्मकार के बीच किया गया लिखित करार प्रपत्र–एक में होगा।

(2) समझौते पर निम्नलिखित के द्वारा हस्ताक्षर किए जाएंगे:-

(क) नियोजक द्वारा या उसके प्राधिकृत अभिकर्ता द्वारा, या जहां नियोजक एक निगमित कंपनी या अन्य निगमित निकाय है, ऐसी कंपनी या ऐसे अन्य निगमित निकाय के अभिकर्ता, प्रबंधक या अन्य प्रमुख अधिकारी द्वारा; और

(ख) कर्मकारों की ओर से, व्यवसाय संघ के निम्नलिखित पदाधिकारियों में से किसी एक द्वारा, अर्थात-

(एक) अध्यक्ष; या

(दो) उपाध्यक्ष; या

(तीन) सचिव (महासचिव सहित); या

(चार) संयुक्त सचिव; या

(पांच) व्यवसाय संघ का कोई अन्य पदाधिकारी जिसे संघ के अध्यक्ष और सचिव द्वारा इस निमित्त प्राधिकृत किया गया हो; या

(छह) इस प्रयोजन के लिए आयोजित कर्मकारों की बैठक में इस निमित्त सम्यक् रूप से प्राधिकृत कर्मकारों के पांच प्रतिनिधि।

(3) किसी व्यक्तिगत कर्मकार और नियोजक के बीच औद्योगिक विवाद की स्थिति में, समझौते पर नियोजक और संबंधित कर्मकार द्वारा हस्ताक्षर किए जाएंगे।

(4) जहां समझौता सुलह कार्यवाही के दौरान किया जाता है, वहां सुलह अधिकारी विवाद के पक्षकारों द्वारा हस्ताक्षरित समझौता ज्ञापन की एक प्रति के साथ राज्य सरकार को इसकी रिपोर्ट भेजेगा।

(5) जहां समझौता सुलह कार्यवाही के अलावा किसी अन्य तरीके से नियोजक और उसके कर्मकार के बीच समझौता किया जाता है, तो समझौते के पक्षकार संयुक्त रूप से इसकी एक प्रति इलेक्ट्रॉनिक रूप से या स्पीड पोस्ट या रजिस्ट्रीकृत डाक द्वारा संबंधित अपर/उप श्रम आयुक्त और सुलह अधिकारी को भेजेंगे।

(6) सुलह अधिकारी अपनी अधिकारिता के भीतर क्षेत्र में औद्योगिक विवादों के संबंध में संहिता के अधीन किए गए सभी समझौतों को इलेक्ट्रॉनिक रूप से या अन्यथा अनुरक्षित रजिस्टर में दर्ज करेगा।

(7) उप-नियम (6) में निर्दिष्ट रजिस्टर में क्रम संख्या, उद्योग का नाम, समझौते के पक्षकार, समझौते की तारीख, टिप्पणियां और समझौता सुलह अधिकारी के हस्तक्षेप के बाद या आपसी बातचीत से हुआ या नहीं, सहित ब्यौरे होंगे;

परन्तु यह कि समझौते पर सुलह अधिकारी का हस्ताक्षर आवश्यक नहीं होगा, जहां समझौते के लिए करार सुलह के बाहर किया गया हो;

परन्तु यह और कि इस नियम में कोई भी बात किसी कर्मकार या कर्मकारों या व्यवसाय संघ और नियोजक के बीच परस्पर सहमत निबंधनों पर किए गए समझौते पर प्रतिषेध नहीं करेगी और ऐसा समझौता प्रपत्र–एक के अलावा किसी अन्य प्रारूप में हो सकता है।

अध्याय-दो
द्विपक्षीय मंच

धारा 3 के अधीन संकर्म समिति का गठन आदि

4. (1) **संकर्म समिति का गठन**: प्रत्येक नियोजक, जिसके लिए धारा 3 की उपधारा (1) के अधीन कृत आदेश लागू होता है, तत्काल निम्नलिखित उपनियमों में यथा विनिर्दिष्ट रीति से एक संकर्म समिति (जिसे आगे इस नियम में "समिति" कहा गया है) का गठन करने की कार्यवाही करेगा।

(2) **सदस्यों की संख्या**: समिति में सदस्यों की संख्या इस प्रकार निर्धारित की जाएगी जिससे कि औद्योगिक अधिष्ठान के खण्डों, दुकानों या विभागों और तद्-निमित्त संलग्न कर्मकारों की विभिन्न श्रेणियों, समूहों और वर्गों का प्रतिनिधित्व हो सके;

परन्तु यह कि संकर्म समिति के सदस्यों की कुल संख्या बीस से अधिक नहीं होगी;

परन्तु यह और कि संकर्म समिति में कर्मकारों के प्रतिनिधियों की संख्या उसमें नियोजक के प्रतिनिधियों की संख्या से कम न हो;

परन्तु यह भी कि जिस औद्योगिक अधिष्ठान जिसमें महिला कर्मकार नियोजित है, उसकी संकर्म समिति में महिला कर्मकारों का पर्याप्त प्रतिनिधित्व होगा और ऐसा प्रतिनिधित्व औद्योगिक अधिष्ठान में नियोजित कुल कर्मकारों में महिला कर्मकारों के अनुपात से कम नहीं होगा।

(3) **नियोजक का प्रतिनिधित्व**: इस नियम के उपबंधो के अध्यधीन, संकर्म समिति में नियोजक के प्रतिनिधियों का नामनिर्देशन नियोजक द्वारा किया जाएगा और यथाशक्य संभव, वे ऐसे पदाधिकारी होंगे जो औद्योगिक अधिष्ठान की कार्यप्रणाली के सीधे सम्पर्क में होंगे या सम्बद्ध होंगे।

(4) **व्यवसाय संघ से परामर्श**: जहां औद्योगिक अधिष्ठान के कर्मकार रजिस्ट्रीकृत व्यवसाय संघ के सदस्य हैं, नियोजक ऐसे रजिस्ट्रीकृत व्यवसाय संघ से लिखित रूप से सूचित करने के लिए कहेगा –

(क) उन कर्मकारों की संख्या जो ऐसे रजिस्ट्रीकृत व्यवसाय संघ या व्यवसाय संघों के सदस्य हैं; और

(ख) जहां नियोजक के पास यह मानने का कारण है कि रजिस्ट्रीकृत व्यवसाय संघ द्वारा खंड (क) के अधीन उसे दी गई

जानकारी झूठी है, वह ऐसे व्यवसाय संघ को सूचित करने के बाद मामले को क्षेत्रीय अपर/उप श्रम आयुक्त को भेज सकता है, जो पक्षों को सुनने के बाद मामले का विनिश्चय करेगा और उसका विनिश्चय अंतिम होगा।

(5) **कर्मकारों के प्रतिनिधियों का समूहः** उप-नियम (4) के अधीन मांगी गई सूचना प्राप्त होने पर, नियोजक निम्नलिखित रीति से समिति के कर्मकारों के प्रतिनिधि के चयन के लिए उपबंध करेगा;

(क) धारा 14 की उप-धारा (2) या उप-धारा (3) के अधीन वार्ताकारी संघ के मामले में, ऐसी वार्ता करने वाला संघ समिति के कर्मकारों के प्रतिनिधियों को नामनिर्दिष्ट करेगा

(ख) धारा 14 की उप-धारा (4) के अधीन वार्ताकारी परिषद के मामले में, नामनिर्देशन इस रीति से होगा कि वार्ताकारी परिषद में प्रतिनिधित्व करने वाले प्रत्येक रजिस्ट्रीकृत व्यवसाय संघ का प्रतिनिधित्व औद्योगिक अधिष्ठान के उन कर्मकारों की संख्या के अनुपात में समिति में होगा जो ऐसे व्यवसाय संघ के सदस्य हैं;

(ग) जहां खंड (क) और (ख) में निर्दिष्ट कोई मान्यता प्राप्त वार्ताकारी संघ या वार्ताकारी परिषद नहीं है, वहां औद्योगिक अधिष्ठान के कर्मकार आपस में समिति के कर्मकार प्रतिनिधियों का चुनाव करेंगे;

परन्तु यह कि नियोजक, इस खंड के अधीन समिति के लिए कर्मकारों के प्रतिनिधियों का चुनाव कैसे किया जाएगा, इस बारे में सक्षम करने के लिए सूचना प्रौद्योगिकी एप्लिकेशन, ऑनलाइन प्लेटफॉर्म या ऐसे अन्य प्लेटफॉर्म पर चुनाव प्रक्रिया के संचालन के लिए एक इलेक्ट्रॉनिक प्लेटफॉर्म अभिनियोजित कर सकता है;

परन्तु यह भी कि जहां एक रजिस्ट्रीकृत व्यवसाय संघ उप-नियम (4) के अधीन मांगी गई जानकारी को उस दिनांक से एक महीने के भीतर प्रस्तुत करने में विफल रहता है, जिस दिन उसे ऐसा करने के लिए कहा जाता है तो, इस नियम के प्रयोजन के लिए ऐसे व्यवसाय संघ को इस प्रकार माना जाएगा जैसे कि वह अस्तित्व में ही नहीं थाः

परन्तु यह और भी कि जहां नियोजक द्वारा उप-नियम (4) के अधीन कोई संदर्भ दिया गया है, उससे संबंधित कर्मकार प्रतिनिधि को

चुनने की प्रक्रिया संबंधित क्षेत्रीय अपर/उप श्रम आयुक्त के विनिश्चय की प्राप्ति पर आयोजित की जाएगी।

(6) निर्वाचन क्षेत्र: यदि नियोजक उचित समझे तो वह निर्देश दे सकता है कि कर्मकार समूह, अनुभाग, दुकान या विभाग में मतदान करेंगे।

(7) चुनाव के लिए उम्मीदवारों की योग्यता: कोई भी कर्मकार, जिसकी आयु उन्नीस वर्ष से अन्यून हो और जिसने औद्योगिक अधिष्ठान में अन्यून एक वर्ष सेवा की हो, यदि इस नियम में यथा उपबंधित नामनिर्दिष्ट किया जाता है, तो वह समिति के कर्मकार प्रतिनिधि के रूप में चुनाव के लिए उम्मीदवार हो सकता है;

परन्तु यह कि ऐसी सेवा अर्हता किसी औद्योगिक अधिष्ठान में पहले चुनाव पर लागू नहीं होगी जो एक वर्ष से कम समय से अस्तित्व में है।

स्पष्टीकरण- इस उप-नियम के प्रयोजनों के लिए, कोई कर्मकार जिसने एक ही नियोजक से संबंधित दो या अधिक औद्योगिक अधिष्ठानों में अन्यून एक वर्ष लगातार सेवा की है, उसे इसमें विनिर्दिष्ट सेवा अर्हता पूरी करने वाला समझा जाएगा।

(8) मतदाता के लिए अर्हता: सभी कर्मकार जो अन्यून अठारह वर्ष की आयु के हैं और जिन्होंने औद्योगिक अधिष्ठान में अन्यून छह महीने की लगातार सेवा की है, समिति के कर्मकार प्रतिनिधि के चुनाव में मतदान करने के हकदार होंगे।

स्पष्टीकरण:- इस उपनियम के प्रयोजनों के लिए कोई कर्मकार जिसने एक ही नियोजक से सम्बंधित दो या अधिक औद्योगिक अधिष्ठानों में अन्यून छह माह लगातार सेवा की है, उसे इसमें विनिर्दिष्ट सेवा अर्हता पूरी करने वाला समझा जायेगा।

(9) चुनाव के लिए कार्यक्रम का निर्धारण:

(एक) समिति के कर्मकार प्रतिनिधि के रूप में चुनाव के लिए उम्मीदवारों से नामांकन प्राप्त करने की अंतिम तिथि के रूप में तिथि निर्धारित करते समय नियोजक नामांकन दाखिल करने के लिए कम से कम तीन कार्य दिवसों की न्यूनतम समयावधि में अन्य अपेक्षित विवरणों के साथ देगा।

(दो) खंड (एक) में निर्दिष्ट चुनाव कराने के लिए नियोजक द्वारा निर्धारित तिथि नामांकन प्राप्त करने की अंतिम तिथि के तीन दिन से पहले और पंद्रह दिन के बाद नहीं होगी।

(तीन) खंड (एक) के अधीन निर्धारित चुनाव की तिथि संबंधित कर्मकारों को कम से कम सात दिन पहले अधिसूचित की जाएगी और ऐसी सूचना, जिसमें निर्वाचित होने वाली सीटों की संख्या विनिर्दिष्ट होगी औद्योगिक अधिष्ठान के नोटिस बोर्ड या इलेक्ट्रॉनिक नोटिस बोर्ड पर चिपका दी जाएगी और कर्मकारों के बीच पर्याप्त प्रचार किया जाएगा।

(10) चुनाव के लिए अभ्यर्थियों का नामांकन :

(एक) समिति के कर्मकार प्रतिनिधि के रूप में चुनाव के लिए प्रत्येक नामांकन नियोजक द्वारा उपलब्ध कराए जाने वाले नामांकन पत्र पर किया जाएगा और नियोजक द्वारा इसकी प्रतियां उन कर्मकारों को दी जाएंगी जिन्हें उनकी आवश्यकता है।

(दो) उप-नियम (10) में निर्दिष्ट प्रत्येक नामांकन पत्र उस अभ्यर्थी द्वारा हस्ताक्षरित किया जाएगा जिससे वह संबंधित है तथा उस समूह, अनुभाग, दुकान या विभाग से संबंधित कम से कम दो अन्य मतदाताओं द्वारा सत्यापित किया जाएगा, जिसका प्रतिनिधित्व निर्वाचन चाहने वाला अभ्यर्थी करेगा तथा उसे नियोजक को सौंपा जाएगा।

(11) नामांकन पत्रों की संवीक्षा:

(एक) नामांकन पत्र दाखिल करने के लिए निर्धारित अंतिम दिन के अगले दिन, अभ्यर्थियों और सत्यापन करने वाले व्यक्तियों की उपस्थिति में नियोजक द्वारा नामांकन पत्रों की संवीक्षा की जाएगी और जो नामांकन विधिमान्य नहीं होंगे उन्हें अस्वीकार कर दिया जाएगा।

(दो) उप-नियम (11) के अधीन नामांकन पत्र विधिमान्य नहीं माना जाएगा, यदि—

(क) नामांकित अभ्यर्थी उप-नियम (7) के अधीन अभ्यर्थी होने के लिए अपात्र है; या

(ख) उप-नियम (10) की अपेक्षाओं का अनुपालन नहीं किया गया है;

परन्तु यह कि जहां कोई अभ्यर्थी या सत्यापन करने वाला व्यक्ति संवीक्षा के समय उपस्थित होने में असमर्थ है, वह इस प्रयोजन के लिए सम्यक रूप से प्राधिकृत नामनिर्देशिती को भेज सकता है।

(12) **अभ्यर्थियों का नाम वापस लेना:** कोई भी अभ्यर्थी, जिसका चुनाव के लिए नामांकन स्वीकार कर लिया गया है, नामांकन पत्रों की संवीक्षा पूरी होने के अड़तालीस घंटे के भीतर अपना अभ्यर्थन वापस ले सकता है।

(13) **चुनाव में मतदान:**

(एक) यदि समिति के कर्मकार प्रतिनिधि के रूप में चुनाव के लिए वैध रूप से नामांकित उम्मीदवारों की संख्या, सीटों की संख्या के बराबर है, तो ऐसे उम्मीदवारों को तुरंत सम्यक रूप से निर्वाचित घोषित किया जाएगा।

(दो) जहां किसी औद्योगिक अधिष्ठान में समिति के कर्मकार प्रतिनिधि के रूप में चुनाव के लिए वैध रूप से नामांकित उम्मीदवारों की संख्या उसे आवंटित सीटों की संख्या से अधिक है, वहां मतदान चुनाव के लिए निर्धारित दिन पर होगा।

(14) **समिति के अधिकारी:**

(एक) समिति के पदाधिकारियों में एक अध्यक्ष, एक उपाध्यक्ष, एक सचिव और एक संयुक्त सचिव होंगे।

(दो) समिति के अध्यक्ष को नियोजक द्वारा समिति के नियोजक के प्रतिनिधियों में से नामनिर्दिष्ट किया जाएगा और वह यथासंभव औद्योगिक अधिष्ठान का प्रमुख होगा।

(तीन) उपाध्यक्ष का चुनाव कर्मकारों का प्रतिनिधित्व करने वाले समिति के सदस्यों द्वारा अपने बीच से किया जाएगा;

परन्तु यह कि उपाध्यक्ष के चुनाव में मतों की बराबरी की स्थिति में मामले का विनिश्चय लॉटरी द्वारा किया जाएगा।

(चार) समिति के सचिव और संयुक्त सचिव का चुनाव प्रत्येक वर्ष किया जाएगा।

(पांच) समिति, सचिव और संयुक्त सचिव का चुनाव करेगी;

परन्तु यह कि जहां सचिव नियोजक के प्रतिनिधियों में से चुना जाता है, वहीं संयुक्त सचिव कर्मकारों के प्रतिनिधियों में से चुना जाएगा और विपर्ययेन भी किया जायेगा;

परन्तु यह भी कि सचिव या संयुक्त सचिव का पद, जैसा भी मामला हो, नियोजक या कर्मकारों के किसी प्रतिनिधि द्वारा लगातार तीन वर्षों तक नहीं रखा जाएगा;

परन्तु यह और भी कि नियोजक के प्रतिनिधि, जैसा भी मामला हो, सचिव या संयुक्त सचिव के चुनाव में भाग नहीं लेंगे और केवल कर्मकारों के प्रतिनिधि ही सचिव या संयुक्त सचिव के पद के लिए चुनाव में वोट देने के हकदार होंगे:

परन्तु यह और भी कि इस उप-नियम के अधीन चुनाव में वोटों की बराबरी की स्थिति में, मामले का विनिश्चय लॉटरी द्वारा किया जाएगा।

(15) **पदावधिः**

(एक) आकस्मिक रिक्ति को भरने के लिए चुने गए सदस्य से भिन्न समिति के सदस्यों की पदावधि तीन वर्ष होगी।

(दो) आकस्मिक रिक्ति को भरने के लिए चुना गया प्रत्येक सदस्य अपने पूर्वाधिकारी के पदावधि की शेष अवधि के लिए पद धारण करेगा।

कोई भी सदस्य, जो समिति से छुट्टी लिए बिना समिति की लगातार तीन बैठकों में उपस्थित नहीं होता है, उसकी सदस्यता समाप्त हो जाएगी।

(16) **रिक्तियां:** उप-नियम (15) के खंड (तीन) के अधीन कर्मकार प्रतिनिधि के सदस्य न रहने अथवा औद्योगिक अधिष्ठान में कार्यरत न रहने अथवा उसके त्यागपत्र, मृत्यु अथवा अन्य किसी कारण से पदच्युत होने की स्थिति में, समिति की शेष अवधि के लिए इस नियम के उपबंधों के अनुसार उसके उत्तराधिकारी का चयन उसी समूह से किया जाएगा, जिससे पद खाली करने वाला सदस्य संबंधित था।

(17) **सहयोजित करने की शक्ति**: समिति को परामर्शदात्री क्षमता में औद्योगिक अधिष्ठान में नियोजित ऐसे व्यक्तियों को सहयोजित करने का अधिकार होगा, जिन्हें चर्चा के अधीन किसी विषय का विशेष या विशिष्ट ज्ञान हो तथा ऐसा सहयोजित सदस्य वोट देने का हकदार नहीं

होगा तथा वह मात्र ऐसी अवधि के लिए बैठकों में उपस्थित रहेगा, जिस अवधि के दौरान विशेष प्रश्न समिति के समक्ष हो।

(18) **बैठकें:**

(एक) समिति आवश्यकतानुसार बैठक कर सकेगी, लेकिन तीन महीने में एक बार से कम नहीं।

(दो) समिति, अपनी पहली बैठक में अपनी प्रक्रिया स्वयं विनियमित करेगी।

(19) **बैठकों आदि के लिए सुविधाएं:**

(एक) नियोजक समिति की बैठकें आयोजित करने के लिए स्थान उपलब्ध कराएगा और समिति तथा उसके सदस्यों को समिति का कार्य करने के लिए सभी आवश्यक सुविधाएं भी प्रदान करेगा।

(दो) समिति सामान्यतः किसी भी कार्य दिवस पर संबंधित औद्योगिक अधिष्ठान के कार्य घंटों के दौरान बैठक करेगी और बैठक में भाग लेने के दौरान कर्मकारों के प्रतिनिधियों को ड्यूटी पर माना जाएगा।

समिति का सचिव, अध्यक्ष की पूर्व सहमति से औद्योगिक अधिष्ठान के नोटिस बोर्ड पर समिति के कार्यों के बारे में सूचना लगा सकता है।

(20) **वार्षिक विवरणी:** नियोजक, व्यावसायिक सुरक्षा, स्वास्थ्य और कार्य स्थिति संहिता, 2020 (अधिनियम संख्या 37 सन् 2020) के अधीन इस निमित्त बनाए गए नियमों में प्रदान की गई एकीकृत वार्षिक विवरणी के एक भाग के रूप में समिति के गठन और कामकाज का विवरण प्रस्तुत करेगा।

(21) **संकर्म समिति का विघटन:** राज्य सरकार या इस निमित्त प्राधिकृत अधिकारी, ऐसी जांच करने के पश्चात, जैसा वह उचित समझे, किसी भी समय, लिखित रूप में अभिलिखित किये जाने वाले कारणों हेतु आदेश द्वारा किसी भी समिति को यह समाधान हो जाने पर विघटित कर सकेगा, कि समिति इस नियम के उपबंधों के अनुसार गठित नहीं की गई है या कर्मकारों के प्रतिनिधियों की संख्या के कम से कम दो-तिहाई बिना किसी उचित औचित्य के समिति की लगातार तीन बैठकों

में उपस्थित होने में विफल रहे हैं या समिति ने किसी अन्य कारण से कार्य करना बंद कर दिया है;

परन्तु यह कि जहां समिति इस उप-नियम के अधीन विघटित हो जाती है, नियोजक, यदि राज्य सरकार या ऐसे अधिकारी द्वारा जैसा भी मामला अपेक्षित हो, तो इस नियम के अनुसार समिति को फिर से गठित करने के लिए कदम उठाएगा।

धारा 4 की उपधारा (2) के अधीन शिकायत निवारण समिति के लिए नियोजकों और कर्मकारों में से सदस्यों को चुनने की रीति

5. (1) बीस या अधिक कर्मकारों को नियोजित करने वाले औद्योगिक अधिष्ठान में शिकायत निवारण समिति में नियोजक और कर्मकारों का प्रतिनिधित्व करने वाले सदस्यों की संख्या समान होगी, जो दस से अधिक नहीं होगी।

(2) शिकायत समिति में नियोजक के प्रतिनिधियों को नियोजक द्वारा नामनिर्दिष्ट किया जाएगा और यथाशक्य संभव, वे ऐसे पदाधिकारी होंगे जो औद्योगिक अधिष्ठान की कार्यप्रणाली के सीधे सम्पर्क में होंगे या सम्बद्ध होंगे, अधिमानत: औद्योगिक अधिष्ठानों के मुख्य विभागों के प्रमुख होंगे।

(3) शिकायत समिति के कर्मकार प्रतिनिधि का चयन निम्नलिखित रीति से किया जाएगा, अर्थात्:-

(क) जहां धारा 14 की उपधारा (2) या उपधारा (3) के अधीन कोई वार्ताकारी संघ है, वहां ऐसा वार्ताकारी संघ या वार्ताकारी परिषद, जैसा भी मामला हो, शिकायत समिति के कर्मकार प्रतिनिधियों को नामनिर्दिष्ट करेगा:

(ख) धारा 14 की उपधारा (4) के अधीन वार्ताकारी परिषद के मामले में, नामनिर्देशन इस रीति से किया जाएगा कि वार्ताकारी परिषद में प्रतिनिधित्व करने वाले प्रत्येक रजिस्ट्रीकृत व्यवसाय संघ का प्रतिनिधित्व शिकायत समिति में औद्योगिक अधिष्ठान के उन कर्मकारों की संख्या के अनुपात में होगा जो ऐसे व्यवसाय संघ के सदस्य हैं;

(ग) जहां खंड (क) और (ख) में निर्दिष्ट कोई मान्यता प्राप्त वार्ताकारी संघ या वार्ताकारी परिषद नहीं है, वहां औद्योगिक अधिष्ठान के कर्मकार अपने में से शिकायत समिति के कर्मकार प्रतिनिधियों का चयन करेंगे:

परन्तु यह कि नियोजक इस खंड के अधीन कर्मकार प्रतिनिधियों के चयन के लिए सूचना प्रौद्योगिकी एप्लीकेशन, इलेक्ट्रॉनिक प्लेटफार्म, ऑनलाइन प्लेटफार्म या ऐसे अन्य प्लेटफार्म पर अभिनियोजित कर सकता है:

परन्तु यह और कि शिकायत समिति में महिला कर्मकारों का पर्याप्त प्रतिनिधित्व होगा और ऐसा प्रतिनिधित्व औद्योगिक अधिष्ठान में कार्यरत कुल कर्मकारों में महिला कर्मकारों के अनुपात से अनिम्न होगा।

(4) शिकायत समिति के सदस्यों का कार्यकाल तीन वर्ष होगा।

(5) जहां कोई मान्यता प्राप्त वार्ताकारी संघ या वार्ताकारी परिषद नहीं है और यदि शिकायत समिति में कर्मकार प्रतिनिधि के चयन के संबंध में कोई विवाद उत्पन्न होता है, तो मामले को संबंधित क्षेत्रीय अपर/उप श्रमायुक्त को निर्दिष्ट किया जा सकता है, जो पक्षों को सुनने के बाद मामले का विनिश्चय करेंगे, जिनका विनिश्चय अंतिम होगा।

धारा 4 की उपधारा (5) के अधीन किसी क्षुब्ध कर्मकार द्वारा शिकायत निवारण समिति के समक्ष प्रस्तुत किए जाने हेतु किसी विवाद के संबंध में आवेदन

6. (1) कोई क्षुब्ध कर्मकार शिकायत निवारण समिति के समक्ष अपने विवाद का उल्लेख करते हुए आवेदन दाखिल कर सकता है, जिसमें अपना नाम पदनाम, कर्मकार कोड, विभाग जहाँ तैनात हो, अपनी सेवा अवधि का वर्ष, कर्मकार की श्रेणी, पत्र-व्यवहार का पता, संपर्क संख्या, शिकायत तथा वांछित अनुतोष का विवरण हो।

(2) ऐसा आवेदन इलेक्ट्रॉनिक रूप से या अन्यथा रूप में प्रेषित किया जा सकता है।

(3) ऐसे विवाद उत्पन्न होने के वाद हेतुक के दिनांक से एक वर्ष के अतंर्गत शिकायत की जा सकती है।

धारा 4 की उपधारा (8) के अधीन शिकायत निवारण समिति के विनिश्चय के विरुद्ध शिकायत सुलह

7. कोई कर्मकार जो शिकायत निवारण समिति के विनिश्चय से क्षुब्ध है या जिसकी शिकायत का समाधान आवेदन प्राप्त होने के तीस दिनों के भीतर उक्त समिति द्वारा नहीं किया जाता है, वह शिकायत निवारण समिति के विनिश्चय के दिनांक से साठ दिनों की अवधि के भीतर इलेक्ट्रॉनिक रूप से या अन्यथा रूप में यथास्थिति सम्बंधित सुलह अधिकारी के समक्ष अथवा धारा 4 की उपधारा 6 में विनिर्दिष्ट

हेतु सुलह अधिकारी के समक्ष आवेदन दाखिल करने की रीति

अवधि के समाप्त होने के दिनांक से, व्यवसाय संघ जिसका वह सदस्य हो या अन्यथा रूप में हो, के माध्यम से सुलह अधिकारी के समक्ष आवेदन दाखिल कर सकता है।

परन्तु यह कि रजिस्ट्रीकृत डाक या स्पीड पोस्ट या व्यक्तिगत रूप से ऐसे आवेदन की मैन्युअल प्राप्ति के मामले में, सुलह अधिकारी इसे डिजिटाइज़ करेगा और व्यवसाय संघ और कर्मकार को सूचना के अधीन ऑनलाइन तंत्र में आवेदन के विवरण दर्ज करेगा।

अध्याय-तीन
व्यवसाय संघ

धारा 7 के खंड (च) के अधीन व्यवसाय संघ के सदस्यों द्वारा अभिदान

8. (1) असंगठित क्षेत्र से संबंधित व्यवसाय संघ के साधारण सदस्य के लिए वार्षिक अभिदान पचास रुपये से अधिक नहीं होगा और मानद सदस्य के लिए एक सौ रुपये से अधिक नहीं होगा।

(2) संगठित क्षेत्र से संबंधित व्यवसाय संघ के साधारण सदस्य के लिए वार्षिक अभिदान सौ रुपये से अधिक नहीं होगा और मानद सदस्य के लिए दो सौ रुपये से अधिक नहीं होगा।

धारा 7 के खंड (ञ) के अधीन वार्षिक लेखा परीक्षा

9. (1) इस नियम के उपनियम (2), (3), (4) और (5) में यथा उपबंधित के सिवाय, किसी रजिस्ट्रीकृत व्यवसाय संघ के लेखाओं की वार्षिक लेखा परीक्षा, कम्पनी अधिनियम, 2013 (अधिनियम संख्या 18 सन् 2013) के अधीन कंपनियों के लेखाओं की लेखा परीक्षा करने हेतु पात्र किसी लेखा परीक्षक द्वारा संचालित की जाएगी।

(2) जहां वित्तीय वर्ष के दौरान किसी समय, किसी व्यवसाय संघ की कुल प्राप्ति पचास हजार रूपये से अधिक न रही हो, वहाँ लेखाओं की वार्षिक लेखा परीक्षा संघ के किन्ही दो सदस्यों द्वारा संचालित की जा सकती है।

(3) जहां वित्तीय वर्ष के दौरान किसी समय, किसी व्यवसाय संघ की कुल प्राप्ति एक लाख रूपये से अधिक न रही हो, वहाँ लेखाओं की वार्षिक लेखा परीक्षा निम्नलिखित द्वारा संचालित की जा सकती है:-

(क) ऐसे किन्ही दो व्यक्तियों द्वारा जो किसी नगर पालिका परिषद, जिला परिषद या विधायी निकाय के सदस्य के रूप में पद धारित करते हो, या

(ख) किसी ऐसे व्यक्ति द्वारा, जो सरकार के अधीन किसी लेखा परीक्षा या लेखा विभाग में नियुक्त रहा हो तथा सरकार से प्रतिमाह अन्यून तीस हजार रूपये पेंशन प्राप्त कर रहा हो; या

(ग) किसी ऐसे लेखा परीक्षक द्वारा जो सरकार द्वारा या सरकारी समितियों के रजिस्ट्रार द्वारा या इस प्रयोजन के लिए सरकार द्वारा मान्यता प्राप्त किसी राज्य सहकारी संगठन द्वारा किन्ही सहकारी समितियों की लेखा-परीक्षा संचालित करने हेतु नियुक्त हो।

(4) जहां वित्तीय वर्ष के दौरान किसी समय, किसी व्यवसाय संघ की कुल प्राप्ति पांच लाख रूपये से अधिक न रही हो, वहाँ लेखाओं की वार्षिक लेखापरीक्षा का संचालन निम्नलिखित द्वारा किया जा सकता है:-

(क) परीक्षक स्थानीय निधि लेखा द्वारा, या

(ख) किसी स्थानीय निधि लेखापरीक्षक द्वारा जो स्थानीय सरकार द्वारा नियुक्त हो, या

(ग) ऐसे व्यक्ति द्वारा, जो सरकार के अधीन किसी लेखापरीक्षा या लेखा विभाग में नियुक्त रहा हो तथा सरकार से प्रतिमाह अन्यून पचास हजार रुपये पेंशन प्राप्त कर रहा हो।

(5) जहां व्यवसाय संघ, संघों का परिसंघ हो, वहाँ परिसंघ के लेखाओं की लेखापरीक्षा उसी रीति से संचालित की जाएगी जैसा कि व्यवसाय संघों की लेखापरीक्षा हेतु उप-नियम (2), (3) और (4) में विहित हो।

(6) उप-नियम (1), (2), (3), (4) और (5) में अतंर्विष्ट किसी बात के होते हुए भी कोई व्यक्ति, जिसे वर्ष के दौरान किसी समय व्यवसाय संघ से संबंधित निधि या उसके आंशिक भाग या प्रतिभूतियाँ सौंपी गई हों, उस संघ के लेखाओं की लेखापरीक्षा करने के लिए पात्र नहीं होगा।

(7) तदनुसार नियुक्त किए गए लेखा परीक्षक या लेखा परीक्षकगण की व्यवसाय संघ की समस्त पुस्तिकाओं तक पहुंच होगी और वह/वे तत्सम्बंधी लेखाओं तथा वाउचरों सहित वार्षिक विवरणी का सत्यापन करेगा/करेंगे और तत्पश्चात् **प्रपत्र-दो** में लेखा परीक्षक की घोषणा पर हस्ताक्षर करेगा/करेंगे।

(8) रजिस्ट्रीकृत व्यवसाय संघ के राजनीतिक निधि की लेखापरीक्षा के साथ व्यवसाय संघ के सामान्य लेखा की लेखापरीक्षा उसी/उन्हीं लेखापरीक्षक या लेखापरीक्षकों द्वारा की जाएगी।

धारा 9 की उप-धारा (1) के अधीन रजिस्ट्रीकरण के लिए आवेदन

10. व्यवसाय संघ के रजिस्ट्रीकरण के लिए प्रत्येक आवेदन **प्रपत्र-तीन** में मैन्युअल या इलेक्ट्रॉनिक रूप से किया जाएगा और व्यवसाय संघ के रजिस्ट्रार, उत्तर प्रदेश को उस क्षेत्र के क्षेत्रीय अपर/उप रजिस्ट्रार के माध्यम से प्रस्तुत किया जाएगा, जिसमें व्यवसाय संघ का कार्यालय स्थित है।

व्यवसाय संघ के रजिस्ट्रीकरण के लिए संदेय शुल्क एक सौ रुपये होगा जो राज्य कोषागार के संबंधित कोषागार शीर्षक में मैन्युअल या इलेक्ट्रॉनिक रूप से जमा किया जाएगा। आवेदक **प्रपत्र-चार** के साथ ऐसी कोषागार रसीद की एक प्रति रजिस्ट्रार, व्यवसाय संघ, उत्तर प्रदेश को संलग्न करेगा, जो राज्य कोषागार के वेब-पोर्टल के साथ उक्त रसीद की पुष्टि कर सकता है।

धारा 8 की उपधारा (1) के खंड (क) के अधीन शपथपत्र

11. रजिस्ट्रीकरण के लिए प्रत्येक आवेदन के साथ समस्त आवेदकों को **प्रपत्र- चार** में शपथ पत्र द्वारा घोषणा संलग्न करनी होगी।

धारा 8 की उप-धारा (2) के अधीन व्यवसाय संघ की परिसंपत्तियों और दायित्वों के सामान्य विवरण का प्रपत्र

12. जहां कोई व्यवसाय संघ अपने रजिस्ट्रीकरण के लिए आवेदन करने से पहले एक वर्ष से अधिक समय से अस्तित्व में है, वहां रजिस्ट्रीकरण के लिए आवेदन के साथ **प्रपत्र-तीन** की अनुसूची-तीन में व्यवसाय संघ की परिसंपत्तियों और दायित्वों का सामान्य विरण संलग्न किया जाएगा।

धारा 9 की उप-धारा (2) के अधीन रजिस्ट्रीकरण प्रमाणपत्र

13. धारा 9 की उप-धारा (2) के अधीन रजिस्ट्रार द्वारा जारी किया गया रजिस्ट्रीकरण प्रमाण-पत्र **प्रपत्र-पाँच** में होगा।

धारा 9 की उप-धारा (3) के अधीन व्यवसाय संघों का रजिस्टर

14. धारा 9 की उप-धारा (3) में निर्दिष्ट व्यवसाय संघों का रजिस्टर **प्रपत्र-छह** में रखा जाएगा।

धारा 9 की उप-धारा (5) के अधीन प्रत्याहरण या रद्दकरण के लिए आवेदन

15. व्यवसाय संघ द्वारा अपने रजिस्ट्रीकरण प्रमाणपत्र को प्रत्याहरण करने या रद्द करने के लिए प्रत्येक आवेदन **प्रपत्र-सात** में रजिस्ट्रार को भेजा जाएगा।

धारा 9 की उप-धारा (5) के अधीन प्रत्याहरण या रद्दकरण के लिए आवेदन का सत्यापन

16. (1) व्यवसाय संघ के प्रत्याहरण या रजिस्ट्रीकरण प्रमाण-पत्र के निरस्तीकरण के आवेदन को रजिस्ट्रार द्वारा आवेदक को व्यक्तिगत रूप से बुलाकर या उस क्षेत्र के क्षेत्रीय अपर/उप रजिस्ट्रार के माध्यम से सत्यापित किया जाएगा जिसमें व्यवसाय संघ का रजिस्ट्रीकृत कार्यालय स्थित है।

(2) रजिस्ट्रीकरण का प्रत्याहरण या रद्द करने के लिए आवेदन प्राप्त होने पर, रजिस्ट्रार आवेदन को स्वीकार करने से पहले, स्वयं का समाधान करेगा कि रजिस्ट्रीकरण का प्रत्याहरण या रद्द करने को व्यवसाय संघ के प्रस्ताव द्वारा अनुमोदित किया गया था, या इसे व्यवसाय संघ के सदस्यों के बहुमत का अनुमोदन प्राप्त है। रजिस्ट्रार ऐसे अतिरिक्त विवरण मांग सकता है जिन्हें वह आवश्यक समझे और संघ के किसी भी अधिकारी की जांच कर सकता है।

धारा 10 की उप-धारा (1) के अधीन अपील दाखिल करने की समयावधि

17. संहिता की धारा 9 के अधीन रजिस्ट्रीकरण करने से इन्कार करने या धारा 9 की उपधारा (5) के अधीन रजिस्ट्रीकरण प्रमाणपत्र को रद्द करने के आदेश के खिलाफ कोई अपील रजिस्ट्रार के ऐसे आदेश के दिनांक से साठ दिनों के भीतर दाखिल की जाएगी।

धारा 11 की उप-धारा (1) और (3) के अधीन परिवर्तन की सूचना

18. (1) व्यवसाय संघ अपने पदाधिकारियों में किसी भी परिवर्तन की सूचना क्षेत्रीय अपर/उप रजिस्ट्रार को लिखित रूप में देगा तथा ऐसी सूचना के साथ **प्रपत्र-आठ** में ऐसे परिवर्तनों के अनुसार प्रस्ताव भी संलग्न करेगा। क्षेत्रीय अपर/उप रजिस्ट्रार, व्यवसाय-संघ संतुष्ट होने के पश्चात **प्रपत्र-नौ** में इस प्रयोजन के लिए अनुरक्षित रजिस्टर में ऐसे किसी भी परिवर्तन को अभिलिखित करेगा तथा संबंधित संघ को सूचित करेगा।

(2) व्यवसाय संघ अपने नाम, संविधान या उप-नियमों के संबंध में अपने आवेदन में दिए गए विवरणों में किसी भी परिवर्तन की सूचना रजिस्ट्रार को लिखित रूप में देगा तथा उसके साथ संघ के संविधान या उप-नियमों के अनुसार उस प्रभाव का प्रस्ताव भी संलग्न करेगा तथा उसे **प्रपत्र-आठ** में रजिस्ट्रार को सूचित करेगा। रजिस्ट्रार संतुष्ट होने के पश्चात संघ के संविधान या उप-नियमों में परिवर्तन को अभिलिखित करेगा तथा संबंधित संघ को सूचित करेगा।

(3) व्यवसाय संघ के कार्यालय को किसी अन्य राज्य में स्थानांतरित करने की स्थिति में व्यवसाय संघ के रजिस्ट्रार, उस राज्य के व्यवसाय संघ के रजिस्ट्रार को, जिसमें व्यवसाय संघ का मुख्यालय स्थानांतरित किया गया है, संहिता की धारा-9 में निर्दिष्ट रजिस्टर में निहित प्रविष्टियों की एक प्रति भेजेगा।

धारा 14 की उप-धारा (1) के अधीन वार्ता के मामले

19. कर्मकारों से संबंधित मामले, जिन पर वार्ताकारी संघ या वार्ताकारी परिषद धारा 14 की उप-धारा (1) के अधीन औद्योगिक अधिष्ठान के नियोजक के साथ वार्ता करेगी, निम्नवत् विनिर्दिष्ट हैं, अर्थात-

(एक) कर्मकारों की श्रेणी एवं प्रवर्ग का वर्गीकरण;

(दो) औद्योगिक अधिष्ठान में लागू स्थायी आदेशों के अधीन नियोजक द्वारा पारित आदेश;

(तीन) कर्मकारों की मजदूरी, जिसमें उनकी मजदूरी अवधि, महंगाई भत्ता, बोनस, वेतन वृद्धि, रूढ़िगत रियायत या विशेषाधिकार, प्रतिकरात्मक और अन्य भत्ते सम्मिलित हैं;

(चार) कर्मकारों के कार्य के घंटे, उनके विश्राम के दिन, सप्ताह में कार्य दिवसों की संख्या, विश्राम अंतराल, पारियों में कार्य करना;

(पाँच) मजदूरी और अवकाश सहित छुट्टी;

(छह) पदोन्नति और स्थानांतरण नीति एवं अनुशासनात्मक प्रक्रियाएं;

(सात) कर्मकारों के लिए आवास-गृह आवंटन नीति;

(आठ) सुरक्षा, स्वास्थ्य और कार्य की दशायें और संबंधित मानक;

(नौ) कर्मकारों की सेवा की शर्तों और रोजगार के निबंधनों से संबंधित ऐसे मामले, जो पूर्वगामी खंडों से आच्छादित नहीं हैं; और

(दस) कोई अन्य मामला, जिस पर औद्योगिक अधिष्ठान के नियोक्ता और वार्ताकारी संघ या वार्ताकारी परिषद के बीच सहमति हो, जैसा भी मामला हो।

धारा 14 की उप-धारा (2) के अधीन एकमात्र वार्ताकारी संघ की मान्यता

20. जहां औद्योगिक अधिष्ठान में कर्मकारों का केवल एक रजिस्ट्रीकृत व्यवसाय संघ कार्य कर रहा है, वहां नियोजक ऐसे संघ को कर्मकारों के एकमात्र वार्ताकारी संघ के रूप में मान्यता देगा;

परन्तु यह कि औद्योगिक अधिष्ठान में नियोजित कुल कर्मकारों के अन्यून तीस प्रतिशत उक्त व्यवसाय संघ के सदस्य हों।

धारा 14 की उप-धारा (3) और (4) के अधीन औद्योगिक अधिष्ठान में व्यवसाय संघों की सदस्यता के सत्यापन की रीति।

21. (1) (क) राज्य सरकार, औद्योगिक अधिष्ठान में व्यवसाय संघों की सदस्यता के सत्यापन के प्रयोजन के लिए एक सत्यापन अधिकारी नियुक्त करेगी, जिसका औद्योगिक अधिष्ठान में किसी भी व्यवसाय संघ के साथ कोई हित नहीं होगा, जिसकी सदस्यता का सत्यापन उसके द्वारा किया जाना है;

परन्तु यह कि वार्ताकारी संघ या वार्ताकारी परिषद, जैसा भी मामला हो, की मान्यता की प्रक्रिया, संहिता के अधीन नियोजक द्वारा मान्यता प्राप्त वार्ताकारी संघ या वार्ताकारी परिषद, जैसा भी मामला हो, की विद्यमान मान्यता अवधि की समाप्ति से तीन महीने पहले प्रारम्भ होगी।

(ख) सत्यापन अधिकारी, सदस्यता सत्यापन के कार्य की मात्रा के आधार पर अपनी सहायता के लिए अन्य अधिकारियों की सेवाओं का उपयोग कर सकता है।

(ग) सत्यापन अधिकारी राज्य सरकार द्वारा अवधारित समय के भीतर औद्योगिक अधिष्ठान में सदस्यता सत्यापन का कार्य करेगा।

(2) औद्योगिक अधिष्ठान का नियोजक उप-नियम (1) के अधीन व्यवसाय संघ की सदस्यता के सत्यापन के संबंध में सभी खर्च वहन करेगा और व्यवस्था करेगा।

(3) (क) निम्नलिखित शर्तों को पूरा करने वाले व्यवसाय संघ, औद्योगिक अधिष्ठान के नियोजक को वार्ताकारी संघ या कर्मकारों की वार्ताकारी परिषद के प्रतिनिधियों, जैसा भी मामला हो, की प्रास्थिति देने के लिए **प्रपत्र-दस** में आवेदन प्रस्तुत कर सकते हैं, अर्थात:-

(एक) व्यवसाय संघ के पास व्यवसाय संघ अधिनियम, 1926 (अधिनियम संख्या 16 सन् 1926) के अधीन एक विधिमान्य रजिस्ट्रीकरण है और वह उसी रूप में जारी है; या

(दो) औद्योगिक संबंध संहिता, 2020 (अधिनियम संख्या 35 सन् 2020) के अधीन रजिस्ट्रीकरण है, जैसा भी मामला हो; और

(ख) व्यवसाय संघ द्वारा मान्यता के लिए किए गए आवेदन के साथ रजिस्ट्रीकरण प्रमाण पत्र की एक प्रति, सदस्यों की सूची की एक प्रति, सदस्यता अभिदान का विवरण और व्यवसाय संघों के रजिस्ट्रार को प्रस्तुत व्यवसाय संघ की नवीनतम वार्षिक विवरणी की एक प्रति संलग्न होगी।

4. (क) यदि संहिता के अधीन वार्ताकारी संघ या वार्ताकारी परिषद का गठन किया गया है, तो औद्योगिक अधिष्ठान का नियोजक वार्ताकारी संघ या वार्ताकारी परिषद के कार्यकाल की समाप्ति से पहले यथास्थिति पर्याप्त रूप से अग्रिम में लेकिन वार्ताकारी संघ या वार्ताकारी परिषद के कार्यकाल की समाप्ति से तीन महीने पहले, कार्यवाही शुरू करेगा;

(ख) व्यवसाय संघों की सदस्यता के सत्यापन के प्रयोजनार्थ औद्योगिक अधिष्ठान के लिए सत्यापन अधिकारी द्वारा गणना की तिथि निर्धारित की जाएगी;

(ग) अधिष्ठान का नियोजक व्यवसाय संघों द्वारा प्रस्तुत दस्तावेजों और अभिलेखों को सत्यापन अधिकारी को अग्रेषित करेगा;

(घ) दस्तावेजों और अभिलेखों की प्राप्ति पर, सत्यापन अधिकारी व्यवसाय संघों के रजिस्ट्रीकरण और संबंधित मामलों की प्रास्थिति

अभिनिश्चित करने के लिए व्यवसाय संघ द्वारा प्रस्तुत अभिलेखों और दस्तावेजों की संवीक्षा करेगा;

(ङ) सत्यापन अधिकारी, औद्योगिक अधिष्ठान के नियोजक और सभी सहभागी व्यवसाय संघों के प्रतिनिधियों के साथ बैठक कर गुप्त मतदान के माध्यम से व्यवसाय संघों की सदस्यता के सत्यापन की प्रक्रिया के बारे में विनिश्चय करेगा;

(च) नियोजक सत्यापन अधिकारी के परामर्श से सूचना प्रौद्योगिकी एप्लीकेशन, ऑनलाइन प्लेटफार्म या ऐसे अन्य प्लेटफार्म पर चुनाव कराने के लिए इलेक्ट्रॉनिक प्रक्रिया अभिनियोजित कर सकता है;

(छ) धारा 14 में निर्दिष्ट और सत्यापित वार्ताकारी संघों और वार्ताकारी परिषद के सदस्यों की सूची व्यवसाय-संघ रजिस्ट्रार, द्वारा **प्रपत्र-ग्यारह** में अनुरक्षित की जाएगी।

(5) गुप्त मतदान के माध्यम से व्यवसाय संघों की सदस्यता का सत्यापन-

(क) सत्यापन अधिकारी औद्योगिक अधिष्ठान में कार्यरत सभी रजिस्ट्रीकृत व्यवसाय संघों के प्रतिनिधियों का अधिवेशन वास्तविक मतदान की तिथि से कम से कम साठ दिन पहले बुलाएगा, जिसमें निम्नलिखित पर विनिश्चय किया जाएगा -

(एक) मतदाता सूची का प्रकाशन;

(दो) तिथि, समय, मतदान का तरीका, मतदान का स्थान;

(तीन) मतगणना की तिथि, समय और स्थान; और

(चार) गुप्त मतदान से संबंधित अन्य तौर-तरीके।

(ख) सत्यापन अधिकारी बैठक के कार्यवृत्त तैयार कराएगा और भाग लेने वाले सभी व्यवसाय संघों से उस पर हस्ताक्षर कराएगा। भाग लेने वाले सभी व्यवसाय संघों को उसी बैठक में प्रतीक आवंटित किए जाएंगे। यदि बैठक में तिथि, समय, मतदान का तरीका, मतदान का स्थान, प्रतीकों का आवंटन, मतगणना की तिथि, समय और स्थान तथा अन्य मामलों के बारे में कोई विनिश्चय नहीं किया जा सका, तो सत्यापन अधिकारी का विनिश्चय अंतिम होगा और वह ऐसे गुप्त मतदान चुनाव की अनुसूची, कार्यक्रम और प्रक्रिया प्रकाशित करेगा।

(ग) सभी कर्मकार, जिनके नाम औद्योगिक अधिष्ठान की मस्टर रोल पर गणना की तिथि को अंकित हैं, मतदान करने के पात्र होंगे।

(घ) औद्योगिक अधिष्ठान के नियोजक द्वारा उप-नियम (3) में निर्दिष्ट मस्टर रोल पर अंकित कर्मकारों के नामों के आधार पर मतदाता सूची तैयार की जाएगी तथा मतदाता सूची में कर्मकार का नाम, पिता का नाम, पदनाम, नियोजक द्वारा जारी कर्मचारी संख्या/पहचान पत्र संख्या तथा कर्मकार की नियुक्ति का स्थान अंकित होगा। अंतिम मतदाता सूची नियोजक द्वारा सत्यापन अधिकारी का अनुमोदन प्राप्त करने के पश्चात प्रकाशित की जाएगी तथा औद्योगिक अधिष्ठान के मुख्य प्रवेश द्वार पर सूचना पट्ट तथा वेबसाइट, यदि कोई हो, पर प्रदर्शित की जाएगी। ऐसी मतदाता सूची की एक प्रति भाग लेने वाले व्यवसाय संघों को हस्तगत अथवा रजिस्ट्रीकृत डाक द्वारा अथवा इलेक्ट्रॉनिक रूप में प्रेषित की जाएगी।

(ड.) सत्यापन अधिकारी भाग लेने वाले व्यवसाय संघों के नाम की सूची, उन्हें आवंटित प्रतीक सहित, सूची के अंतिम रूप दिए जाने के दो दिन के भीतर औद्योगिक अधिष्ठान के मुख्य प्रवेश द्वार पर सूचना पट्ट तथा वेबसाइट, यदि कोई हो, पर प्रदर्शित करेगा।

(च) मतदान और मतगणना, सत्यापन अधिकारी द्वारा निर्धारित तिथि, समय और स्थान पर सत्यापन अधिकारी के पर्यवेक्षण में होगी और गणना के दौरान, भाग लेने वाले सभी व्यवसाय संघों के अभिकर्ता को उपस्थित रहने की अनुमति दी जाएगी।

(छ) मतों की अंतिम गणना के पश्चात, सत्यापन अधिकारी द्वारा परिणाम घोषित किया जाएगा। परिणाम पत्र में चुनाव में भाग लेने वाले सभी व्यवसाय संघों के नाम, डाले गए कुल मतों की संख्या और चुनाव में भाग लेने वाले प्रत्येक व्यवसाय संघ के पक्ष में डाले गए मतों की संख्या सम्मिलित होगी।

(6) नियोजक को सत्यापन रिपोर्ट- सत्यापन अधिकारी औद्योगिक अधिष्ठान के नियोजक को परिणाम पत्र के साथ सत्यापन रिपोर्ट प्रस्तुत करेगा।

(7) व्यवसाय संघ को वार्ताकारी संघ या वार्ताकारी परिषद के घटक के रूप में मान्यता देना-

(क) सत्यापन अधिकारी द्वारा प्रस्तुत सत्यापन रिपोर्ट के आधार पर, औद्योगिक अधिष्ठान का नियोजक, संहिता की धारा 14 की उप-धारा (3) या उप-धारा (4) के उपबंधों के अनुसार

व्यवसाय संघ को यथास्थिति वार्ताकारी संघ या वार्ताकारी परिषद के घटक के रूप में मान्यता प्रदान करेगा।

(ख) वार्ताकारी संघ या वार्ताकारी परिषद के रूप में कोई भी मान्यता, मान्यता दिये जाने या गठन किये जाने के दिनांक से तीन वर्ष या नियोजक और व्यवसाय संघ द्वारा पारस्परिक रूप से तय की गई कुल अनधिक पांच वर्ष की अवधि के लिए विधिमान्य होगी:

धारा 14 की उप-धारा (7) के अधीन औद्योगिक अधिष्ठान द्वारा वार्ताकारी संघ या वार्ताकारी परिषदों को प्रदान की जाने वाली सुविधाएं

22. किसी औद्योगिक अधिष्ठान में, जहां कोई वार्ताकारी संघ या वार्ताकारी परिषद् है, जैसा भी मामला हो, ऐसे औद्योगिक अधिष्ठान का नियोजक वार्ताकारी संघ या वार्ताकारी परिषद् को निम्नलिखित सुविधाएं प्रदान करेगा, अर्थात:-

(एक) यथास्थिति वार्ताकारी संघ या वार्ताकारी परिषद् के कार्य-कलापों से संबंधित सूचना प्रदर्शित करने के उद्देश्य से सूचना पट्ट;

(दो) वार्ताकारी संघ या वार्ताकारी परिषद् द्वारा औद्योगिक अधिष्ठान के नियोजक और वार्ताकारी संघ या वार्ताकारी परिषद् के बीच तय की जाने वाली अनुसूची और कार्यसूची के अनुसार, चर्चा करने के लिए स्थान और आवश्यक सुविधाएं;

(तीन) वार्ताकारी संघ या वार्ताकारी परिषद् के घटकों के सदस्यों के बीच चर्चा करने के लिए स्थान और आवश्यक सुविधाएं;

(चार) कर्मकारों की कार्य दशाओं से संबंधित मामलों का पता लगाने के प्रयोजनार्थ, औद्योगिक अधिष्ठान में यथास्थिति में वार्ताकारी संघ या वार्ताकारी परिषद के पदाधिकारियों के प्रवेश की सुविधा;

(पांच) औद्योगिक अधिष्ठान का नियोजक कर्मकार की लिखित सहमति के आधार पर व्यवसाय संघ के सदस्यों के अभिदान की कटौती करेगा;

(छह) जब वार्ताकारी संघ या वार्ताकारी परिषद के पदाधिकारी नियोजक और ऐसे नियोजित पदाधिकारियों के बीच सहमत

कार्यक्रम के अनुसार नियोजक के साथ बैठकें कर रहे हों, तो उन्हें ड्यूटी पर माना जाएगा; और

(सात) तीन सौ या अधिक कर्मकारों वाले औद्योगिक अधिष्ठान का नियोजक, वार्ताकारी संघ या वार्ताकारी परिषद को, जैसा भी मामला हो, आवश्यक सुविधाओं सहित उपयुक्त कार्यालय स्थल उपलब्ध कराएगा।

धारा 15 की उप-धारा (1) के अधीन सामान्य निधि का प्रयोजन

23. संघ की सामान्य निधि, निम्नलिखित उद्देश्यों के इतर व्यय की जा सकती है-

(क) व्यवसाय संघ के अधिकारियों को वेतन, भत्ते और व्यय का भुगतान;

(ख) व्यवसाय संघ के सामान्य निधि के लेखाओं की लेखापरीक्षा सहित व्यवसाय संघ के प्रशासन के लिए व्यय का भुगतान;

(ग) किसी विधिक कार्यवाही का अभियोजन या बचाव, जिसमें व्यवसाय संघ या उसका कोई सदस्य पक्षकार हो, जब ऐसा अभियोजन या बचाव व्यवसाय संघ के किसी अधिकार को सुरक्षित या संरक्षित करने या किसी सदस्य के अपने नियोजक के साथ संबंधों से उत्पन्न किसी अधिकार को सुरक्षित करने या संरक्षित करने के प्रयोजन से किया जाता है;

(घ) व्यवसाय संघ या उसके किसी सदस्य की ओर से व्यवसायिक विवादों का संचालन;

(ङ) व्यवसायिक विवादों से उत्पन्न होने वाली हानि के लिए सदस्यों को प्रतिकर;

(च) ऐसे सदस्यों की मृत्यु, वृद्धावस्था, बीमारी, दुर्घटना या बेरोजगारी के कारण सदस्यों या उनके आश्रितों को भत्ते;

(छ) सदस्यों के जीवन पर बीमा पॉलिसियों के अधीन या सदस्यों को बीमारी, दुर्घटना या बेरोजगारी के विरूद्ध बीमा करने वाली पॉलिसियों के अधीन दायित्व का निर्गमन या उपक्रम करना;

(ज) सदस्यों के लिए या सदस्यों के आश्रितों के लिए शैक्षिक, सामाजिक या धार्मिक प्रसुविधाओं का उपबंध (मृत सदस्यों के

अंतिम संस्कार या धार्मिक समारोहों के व्यय का भुगतान सहित);

(झ) नियोजकों/कर्मकारों को प्रभावित करने वाले प्रश्नों पर चर्चा करने के प्रयोजनार्थ मुख्य रूप से प्रकाशित एक पत्रिका का रखरखाव;

(ञ) किसी ऐसे उद्देश्य को आगे बढ़ाने के लिए भुगतान जिस पर व्यवसाय संघ की सामान्य निधियों को सामान्य रूप से कर्मकारों को लाभ पहुंचाने हेतु आशयित किसी भी उद्देश्य के लिए योगदान के लिए खर्च किया जा सकता है,

परन्तु यह कि किसी भी वित्तीय वर्ष में ऐसे योगदानों के संबंध में व्यय उस वर्ष के दौरान किसी भी समय उस सकल आय के संयुक्त योग के एक-चौथाई से अधिक नहीं होगा जो उस वर्ष के अंत में व्यवसाय संघ की सामान्य निधियों में उस वर्ष के प्रारंभ में उन निधियों के जमा शेष के दौरान उस समय तक अर्जित हुई है।

धारा 15 की उप-धारा (2) और (4) के अधीन राजनैतिक निधि और अभिदान का प्रयोजन

24. (1) धारा 15 की उप-धारा (2) के अधीन गठित निधि का व्यय निम्नलिखित के अतिरिक्त किसी अन्य उद्देश्य पर नहीं किया जाएगा-

(क) संविधान के अधीन गठित किसी विधायी निकाय या किसी स्थानीय प्राधिकरण के सदस्य के रूप में निर्वाचित होने के लिए किसी अभ्यर्थी या भावी अभ्यर्थी द्वारा, उसके अभ्यर्थन या निर्वाचन के संबंध में निर्वाचन से पूर्व, उसके दौरान या उसके पश्चात, प्रत्यक्ष या अप्रत्यक्ष रूप से उपगत किसी व्यय का भुगतान; या

(ख) ऐसे किसी अभ्यर्थी या भावी अभ्यर्थी के समर्थन में कोई बैठक आयोजित करना या कोई साहित्य या दस्तावेज वितरित करना; या

(ग) किसी व्यक्ति जो संविधान के अधीन गठित किसी विधायी निकाय या किसी स्थानीय प्राधिकरण का सदस्य हो, का अनुरक्षण; या

(घ) संविधान के अधीन गठित किसी विधायी निकाय या किसी स्थानीय प्राधिकरण के लिए निर्वाचकों का रजिस्ट्रीकरण या अभ्यर्थी का चयन; या

(ङ) किसी भी प्रकार की राजनैतिक बैठकें आयोजित करना या किसी भी प्रकार का राजनैतिक साहित्य या राजनैतिक दस्तावेज वितरित करना।

(2) नागरिक और राजनैतिक हितों के लिए बनायी गयी निधि का अभिदान व्यवसाय संघ के सदस्यों पर अलग से लगाया जाएगा और यह सामान्य निधि के सदस्य के वार्षिक अभिदान के दोगुने से अधिक नहीं होगा।

धारा 22 की उप-धारा (1) के अधीन अधिकरण के समक्ष विवाद के न्यायनिर्णयन के लिए आवेदन करने की रीति

25. जहां निम्नलिखित के मध्य कोई विवाद उत्पन्न होता है-

(क) एक व्यवसाय संघ और दूसरे के बीच; या

(ख) एक या अधिक कर्मकार, जो व्यवसाय संघ के सदस्य हैं और व्यवसाय संघ के रजिस्ट्रीकरण, प्रशासन या प्रबंधन या व्यवसाय संघ के पदाधिकारियों के चुनाव के बारे में; या

(ग) एक या अधिक कर्मकार जिन्हें सदस्यों और व्यवसाय संघ के रूप में प्रवेश देने से मना कर दिया गया है; या

(घ) जहां विवाद व्यवसाय संघ के संबंध में है जो व्यवसाय संघों का परिसंघ है और व्यवसाय संघ द्वारा इस संबंध में प्राधिकृत पदाधिकारी है,

तो क्षुब्ध व्यक्ति विवाद उत्पन्न होने की तिथि से एक वर्ष की अवधि के भीतर अधिकारिता रखने वाले अधिकरण में **प्रपत्र-बारह** में इलेक्ट्रॉनिक रूप से या रजिस्ट्रीकृत डाक से या स्पीड पोस्ट से या व्यक्तिगत रूप से आवेदन कर सकता है।

धारा 24 की उप-धारा (2) के अधीन समामेलन की रीति, तथा उप-धारा (3) के अधीन हस्ताक्षरित

26. (1) कोई भी दो या अधिक व्यवसाय संघ अपने संघों के समामेलन के लिए **प्रपत्र-तेरह** में व्यवसाय संघों के रजिस्ट्रार को आवेदन कर सकते हैं।

(2) समामेलन के लिए आवेदन के साथ उनके संघों के कम से कम तीन चौथाई सदस्यों द्वारा पारित प्रस्ताव संलग्न होने चाहिए।

समामेलन को भिन्न राज्य के रजिस्ट्रार को भेजने की रीति

(3) रजिस्ट्रार, यदि संतुष्ट हो, तो ऐसी जांच करने के पश्चात् जैसा वह उचित समझे **प्रपत्र-छह** में रजिस्टर में संघों के समामेलन को अभिलिखित करेगा।

(4) धारा 24 की उप-धारा (3) के अधीन समामेलन की नोटिस प्राप्त होने पर, यदि समामेलित व्यवसाय संघ का मुख्यालय अन्य राज्य में है, तो रजिस्ट्रार, व्यवसाय संघ, उत्तर प्रदेश ऐसे समामेलन की नोटिस, ऐसे अन्य राज्य के रजिस्ट्रार, व्यवसाय संघ को भेजेगा।

(5) जब समामेलित व्यवसाय संघ धारा 24 की उपधारा (6) के अधीन रजिस्ट्रीकृत हो जाता है, तो उसे **प्रपत्र-छह** में रजिस्टर में एक संख्या समनुदेशित की जाएगी और रजिस्ट्रार उसके लिए प्रपत्र में एक नया प्रमाण पत्र जारी करेगा। रजिस्ट्रार **प्रपत्र- छह** में रजिस्टर में इस प्रकार समामेलित व्यवसाय संघों से संबंधित प्रविष्टियों, यदि कोई हो, के समक्ष समामेलन के तथ्य का भी उल्लेख करेगा और समामेलित संघों के रजिस्ट्रीकरण की सूचना अन्य राज्य के व्यवसाय संघों के रजिस्ट्रार को, यदि कोई हो, भेजेगा।

धारा 25 की उप-धारा (2) के अधीन विघटन के पश्चात् व्यवसाय संघ की निधियों का वितरण

27. (1) जहां धारा 25 की उपधारा (2) के अधीन रजिस्ट्रार के लिए किसी ऐसे व्यवसाय संघ की निधि का वितरण करना आवश्यक है, जो विघटित हो चुका है, वहां वह उस निधि को व्यवसाय संघ की पुस्तिकाओं पर सदस्यों के बीच विघटन की सूचना जारी होने की तिथि को उनके सदस्यता के दौरान अभिदान के रूप में ऐसे सदस्यों द्वारा योगदान की गई राशि के अनुपात में विभाजित करेगा।

(2) व्यवसाय संघ के किसी सदस्य की उसके विघटन की तिथि के पश्चात् परंतु निधि के वितरण से पूर्व मृत्यु हो जाने की स्थिति में रजिस्ट्रार ऐसे सदस्य को संदेय राशि उसके विधिक उत्तराधिकारियों को देगा।

धारा 26 की उप-धारा (1) के खंड (क) के अधीन वार्षिक विवरणी

28. संहिता की धारा 26 के अधीन प्रस्तुत की जाने वाली वार्षिक विवरणी प्रत्येक वर्ष 31 जुलाई तक रजिस्ट्रार को मैन्युअल या इलेक्ट्रॉनिक रूप से प्रस्तुत की जाएगी और इसमें नियम 9 के उपबंधों के अनुसार सम्यक रूप से लेखापरीक्षित **प्रपत्र-चौदह** में विहित विवरणों का पूर्ण और सही विवरण होगा।

धारा 27 की उप-धारा (2) के अधीन राज्य व्यवसाय संघ को मान्यता

29. (1) राज्य स्तर पर राज्य व्यवसाय संघ के रूप में मान्यता के प्रयोजन के लिए, व्यवसाय संघ या व्यवसाय संघों का परिसंघ, इस संबंध में श्रम आयुक्त को **प्रपत्र-पन्द्रह** पर लिखित आवेदन करेगा। ऐसा आवेदन व्यवसाय संघ या व्यवसाय संघों के परिसंघ के सचिव द्वारा हस्ताक्षरित होगा तथा उसके साथ इक्यावन प्रतिशत या उससे अधिक सदस्यों द्वारा समर्थित संघ या परिसंघ का संकल्प संलग्न होगा।

(2) उप-नियम (1) के अधीन आवेदन प्राप्त होने पर श्रम आयुक्त ऐसी जांच करने के पश्चात, जैसी वह उचित समझे, राज्य व्यवसाय संघ/परिसंघ को मान्यता दे सकेगा अथवा आवेदन को अस्वीकार कर सकेगा। यदि राज्य व्यवसाय संघ/परिसंघ को मान्यता प्रदान की जाती है तो आवेदक को श्रम आयुक्त द्वारा लिखित रूप में स्थिति से अवगत कराया जाएगा।

(3) राज्य सरकार किसी व्यवसाय संघ या संघों के परिसंघ को, जैसा भी मामला हो, राज्य स्तरीय व्यवसाय संघ या परिसंघ के रूप में मान्यता दिए जाने के पूर्व या पश्चात् किसी भी समय, ऐसे संघ या परिसंघ से ऐसी सूचना मांग सकेगा, जैसा वह आवश्यक समझे, तथा संघ या परिसंघ मांगी गई सूचना उपलब्ध कराएगा।

(4) प्रत्येक ऐसा मान्यता प्राप्त व्यवसाय संघ या संघों का परिसंघ,-

(क) अपने प्रधान कार्यालय के पते में तथा अपने पदाधिकारियों सहित कार्यकारिणी के सदस्यों में प्रत्येक परिवर्तन की सूचना राज्य सरकार को **प्रपत्र-सोलह** में सात दिन के भीतर देगा, तथा

(ख) प्रत्येक वर्ष 31 दिसंबर तक **प्रपत्र-सतरह** में अपने से संबद्ध संघों की सूची राज्य सरकार को प्रस्तुत करेगा।

(5) राज्य सरकार किसी भी समय तथा लिखित में दर्ज किए जाने वाले कारणों से उपर्युक्त उपनियम (2) के अधीन व्यवसाय संघ या संघों के परिसंघ को दी गई मान्यता वापस ले सकती है।

(6) उप-नियम (2) या (5) के अधीन राज्य सरकार के आदेश से क्षुब्ध कोई पक्ष ऐसे आदेश की प्राप्ति की तिथि से एक माह के भीतर अधिकरण के समक्ष अपील कर सकता है, जिसका मामले में विनिश्चय अंतिम और बाध्यकारी होगा।

अध्याय-चार
स्थायी आदेश

प्रमाणनकर्ता अधिकारी को सूचना अग्रेषित करना

30. (1) यदि नियोजक अपने औद्योगिक अधिष्ठान या उपक्रम से सुसंगत विषयों के संबंध में धारा 29 में निर्दिष्ट केन्द्रीय सरकार के आदर्श स्थायी आदेशों को अपनाता है, तो वह संबंधित प्रमाणनकर्ता अधिकारी को इलेक्ट्रॉनिक रूप से, या व्यक्तिगत रूप से, या स्पीड पोस्ट द्वारा या रजिस्ट्रीकृत डाक द्वारा वह विशिष्ट दिनांक सूचित करेगा, जिससे उसके अधिष्ठान या उपक्रम से सुसंगत आदर्श स्थायी आदेशों के उपबंधों को अपनाया गया है।

(2) उप-नियम (1) के अधीन अपनाया गया आदर्श स्थायी आदेश औद्योगिक अधिष्ठान और उत्तर प्रदेश में उसकी सभी इकाइयों पर लागू होगा।

(3) उप-नियम (1) के अधीन सूचना प्राप्त होने पर, प्रमाणनकर्ता अधिकारी उस औद्योगिक अधिष्ठान जिसने आदर्श स्थायी आदेश को अपनाया है, का ब्यौरा नियम 37 के अधीन अनुरक्षित रजिस्टर में दर्ज करेगा।

(4) जहां प्रमाणनकर्ता अधिकारी यह अवलोकन करता है कि औद्योगिक अधिष्ठान, जिसने आदर्श स्थायी आदेशों को अपनाने की सूचना दी है, उन कार्यकलापों से भिन्न कार्य-कलापों में भी लगा हुआ है जिनके लिए आदर्श स्थायी आदेश अपनाए गए हैं, तो वह इस प्रकार अपनाए गए आदर्श स्थायी आदेशों की सूचना प्राप्त होने की तिथि से तीस दिन की अवधि के भीतर ऐसे नियोजक को निदेश दे सकता है कि वह अपने औद्योगिक अधिष्ठान के लिए सुसंगत कतिपय उपबंधों को सम्मिलित करने या अपनाने तथा उन सुसंगत उपबंधों को उपदर्शित करने का निदेश दे सकता है तथा ऐसे नियोजक को ऐसे निदेश की प्राप्ति की तिथि से तीस दिनों की अवधि के भीतर उनका अनुपालन करने तथा केवल उन उपबंधों के संबंध में अनुपालन रिपोर्ट भेजने का निदेश दे सकता है, जिनके लिए प्रमाणनकर्ता अधिकारी ने उन्हें सम्मिलित करने के लिए ऐसा निदेश दिया है।

(5) यदि उप-नियम (1) में यथाविनिर्दिष्ट सूचना की प्राप्ति के तीस दिन की अवधि के भीतर प्रमाणनकर्ता अधिकारी द्वारा कोई टिप्पणी नहीं

की जाती है, तो आदर्श स्थायी आदेश, प्रमाणनकर्ता अधिकारी द्वारा प्रमाणित किया गया समझा जाएगा।

(6) इस नियमावली के उपबंधों के अनुसार अपनाए गए आदर्श स्थायी आदेशों के उपबंध, उप-नियम (1) में विनिर्दिष्ट तिथि से प्रवृत्त रहेंगे।

(7) इस नियम के उपबंधों पर प्रतिकूल प्रभाव डाले बिना, प्रमाणनकर्ता अधिकारी कोई टिप्पणी नहीं करेगा, यदि वह औद्योगिक अधिष्ठान जिस पर स्थायी आदेश लागू होते हैं, ऐसे कार्य-कलापों में लगा हुआ है जो औद्योगिक अधिष्ठान के कार्य-कलापों के अधीन पूर्णतः आते हैं।

जहां कोई व्यवसाय संघ नहीं है, वहां प्रमाणनकर्ता अधिकारी द्वारा नोटिस जारी करने के लिए औद्योगिक अधिष्ठान या उपक्रम के कर्मकारों के प्रतिनिधियों का चयन करना

31. (1) जहां धारा 30 की उप-धारा (5) के खंड (एक) में निर्दिष्ट कोई व्यवसाय संघ नहीं है, वहां प्रमाणनकर्ता अधिकारी या उसकी ओर से कोई प्राधिकृत अधिकारी, तीन प्रतिनिधियों को चुनने के लिए कर्मकारों की बैठक बुलाएगा, जिनके चुने जाने पर वह स्थायी आदेश या संशोधन, जैसी भी स्थिति हो, की एक प्रति, अंग्रेजी में और साथ ही कर्मकारों के बहुमत द्वारा समझी जाने वाली भाषा में उसके अनुवाद के साथ नोटिस जारी करेगा, जिसमें टिप्पणियां या सुझाव, यदि कोई हों, अपेक्षित होंगे, जिन्हें कर्मकार स्थायी आदेश के प्रारूप पर देना चाहें, जो ऐसी सूचना प्राप्त होने की तारीख से पंद्रह दिनों के भीतर प्रस्तुत किए जाने होगें।

(2) व्यवसाय संघ या वार्ताकारी संघ या वार्ताकारी परिषद के घटक को, यथास्थिति, अंग्रेजी में प्रारूप स्थायी आदेश या संशोधन की एक प्रति तथा साथ ही उसका अनुवाद, उस भाषा में दिया जाएगा जिसे अधिकांश कर्मकार जानते हैं, ताकि इस नियम में सूचना प्राप्त होने की तारीख से पंद्रह दिन के भीतर उनसे उनकी टिप्पणियां या सुझाव, यदि कोई हों, मांगे जा सकें।

प्रमाणित स्थायी आदेश का अधिप्रमाणन

32. धारा 30 की उप-धारा (8) के अनुसरण में प्रमाणित स्थायी आदेश या आदेशों में किए गए उपांतरणों को प्रमाणनकर्ता अधिकारी द्वारा अधिप्रमाणित किया जाएगा और उसे ऐसे अधिप्रमाणन की तिथि से सात दिन के भीतर सभी संबंधितों को, अर्थात् नियोजक और सभी रजिस्ट्रीकृत व्यवसाय संघों या कर्मकारों के चुने हुए प्रतिनिधियों को इलेक्ट्रॉनिक रूप से और उसकी हार्ड कॉपी रजिस्ट्रीकृत डाक या स्पीड पोस्ट द्वारा भेजी जाएगी:

परन्तु यह कि धारा 30 की उप-धारा (3) के अधीन समझे गए प्रमाणन के मामलों में तथा ऐसे मामलों में जहां नियोजक ने आदर्श स्थायी आदेशों को अपनाया जाना प्रमाणित कर दिया है, इस नियम के अधीन अधिप्रमाणन की कोई आवश्यकता नहीं होगी।

प्रारूप स्थायी आदेश के साथ संलग्न किया जाने वाला विवरण

33. (1) प्रारूप स्थायी आदेश के साथ संलग्न किए जाने वाले विवरण में, संबंधित औद्योगिक अधिष्ठान या उपक्रम का नाम, पता, ई-मेल पता, संपर्क संख्या और उसमें नियोजित कर्मकारों की संख्या और ब्यौरा, जिसमें व्यवसाय संघ, यदि कोई हो, का विवरण अंतर्विष्ट होगा, जिससे ऐसे कर्मकार संबंधित हैं।

(2) किसी विद्यमान स्थायी आदेश में प्रारूप उपांतरण के साथ संलग्न किए जाने वाले विवरण में ऐसे स्थायी आदेश का विवरण होगा जिसे उपांतरित किए जाने का प्रस्ताव है, साथ ही एक सारणीबद्ध विवरण होगा जिसमें प्रवृत्त उस स्थायी आदेश के प्रत्येक सुसंगत उपबंध और उसमें प्रस्तावित उपांतरण तथा उसके कारणों का विवरण अंतर्विष्ट होगा।

(3) उप-नियम (1) और (2) में निर्दिष्ट विवरण पर औद्योगिक अधिष्ठान या उपक्रम द्वारा प्राधिकृत व्यक्ति द्वारा हस्ताक्षर किए जाएंगे।

(4) आदर्श स्थायी आदेश, यदि उपांतरित किए जाते हैं, तो उत्तर प्रदेश में औद्योगिक अधिष्ठान या उपक्रम की सभी इकाइयों पर भी लागू होंगे।

समान अधिष्ठानों में प्रारूप स्थायी आदेश प्रस्तुत करने की शर्तें

34. समान औद्योगिक अधिष्ठानों में लगे नियोजकों के समूह के मामले में, वे संबंधित व्यवसाय संघ के परामर्श के बाद धारा 30 के अधीन और उसकी उप-धारा (1), (5), (6), (8) और उप-धारा (9) में विनिर्दिष्ट कार्यवाहियों के प्रयोजन के लिए स्थायी आदेश का एक संयुक्त प्रारूप प्रस्तुत कर सकते हैं;

परन्तु यह कि समान औद्योगिक अधिष्ठानों में लगे नियोजकों के समूह के मामले में, स्थायी आदेशों का संयुक्त प्रारूप तैयार किया जाएगा और अपर श्रम आयुक्त (औद्योगिक सम्बंध) को तैयार प्रारूप प्रस्तुत किया जाएगा/जो संबंधित प्रमाणनकर्ता अधिकारियों के परामर्श

से, इसके लिए कारण अभिलिखित करने के पश्चात ऐसे संयुक्त प्रारूप स्थायी आदेशों को प्रमाणित करेगा या प्रमाणित करने से इंकार करेगा:

परन्तु यह और कि प्रमाणनकर्ता अधिकारी सभी संबंधित पक्षों को नोटिस देगा तथा स्थायी आदेशों को प्रमाणित करने से पहले सुनवाई का उचित अवसर सुनिश्चित करेगा।

अपीलीय प्राधिकारी द्वारा अपील का निपटान

35. (1) कोई नियोजक या व्यवसाय संघ या वार्ताकारी संघ या वार्ताकारी परिषद, या जहां किसी औद्योगिक अधिष्ठान या उपक्रम में कोई वार्ताकारी संघ या वार्ताकारी परिषद नहीं है, वहां कोई संघ या औद्योगिक अधिष्ठान या उपक्रम के कर्मकारों का ऐसा प्रतिनिधि निकाय, धारा 30 की उप-धारा (5) के अधीन किए गए प्रमाणनकर्ता अधिकारी के आदेश के विरुद्ध ऐसे आदेश की प्राप्ति के साठ दिन के भीतर अपील कर सकेगा और उस प्रयोजन के लिए सारणीबद्ध रूप में अपील का ज्ञापन तैयार करेगा, जिसमें उन स्थायी आदेशों के उपबंधों का, जिन्हें परिवर्तित या उपांतरित या हटाया या जोड़ा जाना अपेक्षित है, कारण सहित उल्लेख होगा और उसे अपीलीय प्राधिकारी के पास इलेक्ट्रॉनिक रूप से या व्यक्तिगत रूप से दाखिल करेगा।

(2) अपीलीय प्राधिकारी, अपील की सुनवाई के लिए दिनांक नियत करेगा और उसकी सूचना देने का निदेश देगा, -

(क) जहां अपील नियोजक द्वारा दाखिल की जाती है, वहां यथास्थिति, व्यवसाय संघ या वार्ताकारी संघ या वार्ताकारी परिषद् को, या जहां औद्योगिक अधिष्ठान या उपक्रम में कोई वार्ताकारी संघ या वार्ताकारी परिषद् नहीं है, वहां औद्योगिक अधिष्ठान या उपक्रम के कर्मकारों के किसी संघ या ऐसे प्रतिनिधि निकाय को;

(ख) जहां अपील किसी व्यवसाय संघ या वार्ताकारी संघ या वार्ताकारी परिषद द्वारा दाखिल की जाती है, वहां यथास्थिति, नियोजक और वार्ताकारी संघ या वार्ताकारी परिषद या कर्मकारों के अन्य सभी व्यवसाय संघों को, या जहां किसी औद्योगिक अधिष्ठान या उपक्रम में कोई वार्ताकारी संघ या वार्ताकारी परिषद नहीं है, वहां औद्योगिक अधिष्ठान या उपक्रम के कर्मकारों के किसी संघ या ऐसे प्रतिनिधि निकाय को; और

(ग) जहां अपील कर्मकारों के प्रतिनिधि निकाय द्वारा दाखिल की जाती है, वहां नियोजक और औद्योगिक अधिष्ठान के कर्मकारों के अन्य व्यवसाय संघों, या जहां किसी औद्योगिक अधिष्ठान या उपक्रम में कर्मकारों का कोई व्यवसाय संघ नहीं है, वहां किसी अन्य कर्मकार को जो अपील में पक्षकार के रूप में शामिल होता है।

(3) अपीलकर्ता प्रत्येक प्रत्यर्थी को उप-नियम (1) में निर्दिष्ट, अपील ज्ञापन की एक प्रति देगा ।

(4) अपीलीय प्राधिकारी कार्यवाही के किसी भी चरण में कोई साक्ष्य मांग सकेगा, यदि वह अपील के निपटान के लिए आवश्यक समझे।

(5) अपीलीय प्राधिकारी अपील की सुनवाई के लिए उप-नियम (2) के अधीन नियत तिथि पर, ऐसा साक्ष्य लेगा जिसे उसने मांगा हो या जिसे वह प्रस्तुत किए जाने पर सुसंगत समझे, और पक्षकारों को सुनने के पश्चात् अपील का निपटारा करेगा।

आदेश भेजना और स्थायी आदेश का अनुरक्षण करना

36. (1) अपीलीय प्राधिकारी का आदेश अपील के निपटारे के तीन दिन के भीतर इलेक्ट्रॉनिक रूप से या अन्यथा नियोजक या व्यवसाय संघ या वार्ताकारी संघ या वार्ताकारी परिषद या कर्मकारों का कोई संघ या प्रतिनिधि निकाय, जैसा भी मामला हो, जिसके द्वारा अपील दाखिल की गई है, को भेजा जाएगा।

(2) इस अध्याय के अधीन अंतिम रूप से प्रमाणित या प्रमाणित समझे गए या अपनाए गए आदर्श स्थायी आदेशों का पाठ नियोजक द्वारा हिन्दी या अंग्रेजी में तथा उस भाषा में अनुरक्षित किया जाएगा जिसे/जहाँ औद्योगिक अधिष्ठान स्थित है, वहाँ के अधिकांश कर्मकार समझते हैं।

(3) प्रमाणित स्थायी आदेश नियोजक द्वारा सुपाठ्य स्थिति में औद्योगिक अधिष्ठान के प्रवेश द्वार पर या उसके निकट इस प्रयोजन के लिए लगाए जाने वाले विशेष बोर्ड पर, जहां से अधिकांश कर्मकार प्रवेश करते हैं, प्रदर्शित किये जायेंगे तथा इसे ऐसे औद्योगिक अधिष्ठान के अभिहित पोर्टल /वेबसाइट, यदि कोई हो, पर भी लगाया जा सकता है।

स्थायी आदेशों की अंतिम रूप से प्रमाणित प्रति दाखिल करने के लिए रजिस्टर

37. (1) प्रमाणनकर्ता अधिकारी सभी संबंधित औद्योगिक अधिष्ठानों के अंतिम रूप से प्रमाणित स्थायी आदेशों या प्रमाणित समझे गए या अपनाए गए आदर्श स्थायी आदेशों का, इलेक्ट्रॉनिक रूप में, **प्रपत्र-अठारह** में एक रजिस्टर अनुरक्षित करेगा। जिसमें निम्नलिखित का ब्यौरा होगा. -

(क) प्रत्येक स्थायी आदेश को समनुदेशित विशिष्ट संख्या;

(ख) औद्योगिक अधिष्ठान का नाम;

(ग) औद्योगिक अधिष्ठान की प्रकृति;

(घ) प्रत्येक अधिष्ठान या उपक्रम द्वारा प्रमाणन या समझे गये प्रमाणन की तिथि या मॉडल स्थायी आदेशों को अपनाने की तिथि,

(ङ) औद्योगिक अधिष्ठान के प्रचालन का क्षेत्र; और

(च) ऐसे अन्य विवरण जो स्थायी आदेशों को पुनः प्राप्त करने में और ऐसे सभी स्थायी आदेशों का एक डेटाबेस तैयार करने में सुसंगत और सहायक हो सकते हैं।

(2) प्रमाणनकर्ता अधिकारी उप-नियम (1) में निर्दिष्ट प्रमाणित स्थायी आदेशों या प्रमाणित समझे गये स्थायी आदेशों की एक प्रति, उसके लिए आवेदन करने वाले किसी भी व्यक्ति को, प्रमाणित स्थायी आदेशों या प्रमाणित समझे गये स्थायी आदेशों, यथास्थिति, को प्रति पृष्ठ दो रुपए के भुगतान पर उपलब्ध कराएगा।

(3) प्रमाणित स्थायी आदेश प्राप्त करने के लिए शुल्क का भुगतान इलेक्ट्रॉनिक मोड के माध्यम से भी किया जा सकता है।

स्थायी आदेशों के उपांतरण के लिए आवेदन

38. धारा 35 की उपधारा (2) के अधीन किसी विद्यमान स्थायी आदेशों के उपांतरण के लिए आवेदन इलेक्ट्रॉनिक रूप से या व्यक्तिगत रूप से या रजिस्ट्रीकृत डाक या स्पीड पोस्ट द्वारा प्रस्तुत किया जाएगा और इसमें ऐसे स्थायी आदेशों के विवरण होंगे जिन्हें उपांतरित करने का प्रस्ताव है, साथ ही एक सारणीबद्ध विवरण भी होगा जिसमें प्रवृत्त स्थायी आदेश के प्रत्येक सुसंगत उपबंध का विवरण, और उनमें प्रस्तावित उपांतरण, उनके कारण और उनमें कार्यरत रजिस्ट्रीकृत व्यवसाय संघों के विवरण होंगे और ऐसे विवरण पर औद्योगिक अधिष्ठान या उपक्रम या कर्मकारों या व्यवसाय संघों

या कर्मकारों के अन्य प्रतिनिधि निकाय द्वारा, जैसा भी मामला हो, के प्रधिकृत व्यक्ति द्वारा हस्ताक्षर किए जाएंगे, जिसने उपांतरण के लिए ऐसा आवेदन प्रस्तुत किया हे।

अध्याय-पाँच
परिवर्तन की नोटिस

प्रस्तावित परिवर्तन हेतु सूचना

39. (1) कोई भी नियोजक, जो इस संहिता की तीसरी अनुसूची में विनिर्दिष्ट किसी मामले के संबंध में किसी कर्मकार पर लागू सेवा शर्तों में कोई बदलाव करना चाहता है, तो ऐसे परिवर्तन से प्रभावित होने वाले संभावित कर्मकारों को **प्रपत्र–उन्नीस** में इलेक्ट्रॉनिक रूप से या रसीद सहित रजिस्ट्रीकृत डाक द्वारा या व्यक्तिगत रूप से, नोटिस भेजेगा तथा औद्योगिक अधिष्ठान के निर्दिष्ट पोर्टल, यदि कोई हो, पर भी ऐसी सूचना अपलोड करेगा।

(2) उप-नियम (1) में संदर्भित नोटिस नियोजक द्वारा औद्योगिक अधिष्ठान के मुख्य प्रवेश द्वार पर नोटिस बोर्ड या इलेक्ट्रॉनिक नोटिस बोर्ड पर स्पष्ट रूप से प्रदर्शित किया जाएगा:

परन्तु यह कि जहां संबंधित औद्योगिक अधिष्ठान से संबंधित कोई रजिस्ट्रीकृत व्यवसाय संघ या रजिस्ट्रीकृत व्यवसाय संघों या समझौता संघ या समझौता परिषद् हो, तो ऐसे नोटिस की एक प्रति उप-नियम (1) में विनिर्दिष्ट तरीके से ऐसे व्यवसाय संघ के सचिव या ऐसे व्यवसाय संघों के प्रत्येक सचिव या समझौता संघ के सचिव या समझौता परिषद के घटक को, जैसा भी मामला हो दी जाएगी।

अध्याय-छ:
विवादों को स्वेच्छा से माध्यस्थम के लिये निर्दिष्ट करना

धारा 42 की उप-धारा (3) के अधीन माध्यस्थम करार और उसकी रीति का प्रपत्र

40. (1) नियोजक और कर्मकार **प्रपत्र-बीस** यथा उपबंधित माध्यस्थम करार करके किसी औद्योगिक विवाद को माध्यस्थम को निर्दिष्ट करने के लिए सहमत हो सकते हैं।

(2) उप-नियम (1) में निर्दिष्ट माध्यस्थम करार पर उक्त समझौते के पक्षकारों द्वारा हस्ताक्षर किए जाएंगे और इसके साथ मध्यस्थ या मध्यस्थों की लिखित या इलेक्ट्रॉनिक रूप से सहमति होगी।

(3) उप-नियम (1) में निर्दिष्ट माध्यस्थम करार पर हस्ताक्षर किए जाएंगे-

(क) किसी नियोजक के मामले में, नियोजक द्वारा स्वयं किया जायेगा, या जब नियोजक कोई निगमित कंपनी या अन्य निगमित निकाय हो, तो अभिकर्ता, प्रबन्धक या ऐसे प्रयोजनों हेतु प्राधिकृत निगम के अन्य अधिकारी द्वारा किया जायेगा।

(ख) कर्मकारों के मामले में, इस निमित्त प्राधिकृत रजिस्ट्रीकृत व्यवसाय संघ के अधिकारी द्वारा या ऐसे प्रयोजन के लिए आयोजित संबंधित कर्मकारों की बैठक में इस निमित्त सम्यक रूप से प्राधिकृत कर्मकारों के पांच प्रतिनिधियों द्वारा किया जायेगा, और

(ग) किसी वैयक्तिक कर्मकार के मामले में, ऐसे कर्मकार द्वारा स्वयं या ऐसे रजिस्ट्रीकृत व्यवसाय संघ, जिसका उक्त कर्मकार सदस्य है के किसी अधिकारी द्वारा, या उसी प्रतिष्ठान में उसके द्वारा इस निमित्त विधिवत् प्राधिकृत किसी अन्य कर्मचारी द्वारा।

स्पष्टीकरण- इस नियम के प्रयोजनों के लिए, "अधिकारी" शब्द का अर्थ है,-

(क) नियोजकों के संघ के मामले में, नियोजकों के ऐसे संघ का कोई अधिकारी जो ऐसे प्रयोजन के लिए प्राधिकृत है; और

(ख) रजिस्ट्रीकृत व्यवसाय संघ के मामले में, ऐसे व्यवसाय संघ के निम्नलिखित अधिकारियों में से कोई भी अधिकारी जो ऐसे प्रयोजन के लिए प्राधिकृत है, अर्थात-

(i) अध्यक्ष; या

(ii) उपाध्यक्ष; या

(iii) सचिव (महासचिव सहित); या

(iv) संयुक्त सचिव; या

(v) ऐसे व्यवसाय संघ का कोई अन्य अधिकारी जो ऐसे व्यवसाय संघ के अध्यक्ष और सचिव द्वारा इस निमित्त प्राधिकृत है।

धारा 42 की उप-धारा (5) के अधीन अधिसूचना जारी किये जाने की रीति

41. जहां कोई औद्योगिक विवाद माध्यस्थम को निर्दिष्ट किया गया है और राज्य सरकार को यह विश्वास हो गया है कि निर्दिष्ट करने वाले व्यक्ति प्रत्येक पक्षकार के बहुमत का प्रतिनिधित्व करते हैं, वहां वह इस निमित्त ऐसे नियोजकों और कर्मकारों, जो माध्यस्थम करार के पक्षकार न हों किन्तु उक्त विवाद से सम्बद्ध हो, की सूचना के लिए गजट में अधिसूचना प्रकाशित करेगी और वे ऐसे प्रयोजन के लिए नियुक्त मध्यस्थ या मध्यस्थों के समक्ष अपना मामला प्रस्तुत कर सकेंगे।

धारा 42 की उप-धारा (5) के अधीन जहां कोई व्यवसाय संघ न हो, वहां कर्मकारों के प्रतिनिधियों को चुनने की रीति

42. जहां कोई व्यवसाय संघ न हो, वहां धारा 42 की उपधारा (5) के खंड (ग) के अनुसरण में मध्यस्थ या मध्यस्थों के समक्ष अपना मामला प्रस्तुत करने के लिए कर्मकारों के प्रतिनिधि को संबंधित कर्मकारों के बहुमत द्वारा **प्रपत्र-इक्कीस** में पारित प्रस्ताव द्वारा चुना जाएगा, जो उन्हें मामले का प्रतिनिधित्व करने के लिए प्राधिकृत करेगा। ऐसे कर्मकार, उन प्रतिनिधियों के कार्यों से बाध्य होंगे, जिन्हें मध्यस्थ या मध्यस्थों के समक्ष प्रतिनिधित्व करने के लिए प्राधिकृत किया गया है, जैसा भी मामला हो।

अध्याय-सात
औद्योगिक अधिकरण और औद्योगिक विवादों के समाधान के लिये तंत्र

धारा 44 की उपधारा (5) के अधीन औद्योगिक अधिकरण के न्यायिक और प्रशासनिक सदस्यों की नियुक्ति की रीति, पदावधि, वेतन और भत्ते, त्यागपत्र और सेवा

43. (1) (क) औद्योगिक अधिकरण के न्यायिक एवं प्रशासनिक सदस्यों की नियुक्ति राज्य सरकार द्वारा चयन समिति की संस्तुति पर की जाएगी।
(ख) औद्योगिक अधिकरण के न्यायिक सदस्यों की नियुक्ति उच्च न्यायालय के सेवारत एवं सेवानिवृत्त न्यायाधीशों, उच्चतर न्यायिक सेवाओं के सदस्यों तथा राज्य न्यायिक सेवाओं के सदस्यों में से की जाएगी, जो कम से कम तीन वर्ष तक जिला न्यायाधीश या अतिरिक्त जिला न्यायाधीश रहे हों:

परन्तु यह कि किसी भी समय न्यायिक सदस्यों की कुल संख्या राज्य में अधिकरणों के न्यायिक एवं प्रशासनिक सदस्यों की कुल संख्या के पचास प्रतिशत से अधिक नहीं होगी।

की अन्य निबन्धन तथा शर्तें

(ग) औद्योगिक अधिकरण के प्रशासनिक सदस्यों की नियुक्ति भारतीय प्रशासनिक सेवा/उत्तर प्रदेश प्रशासनिक सेवा के सेवारत एवं सेवानिवृत्त सदस्यों में से की जाएगी, जिन्होंने इस सेवा में कम से कम तीन वर्ष की सेवा की हो अथवा उत्तर प्रदेश राज्य श्रम सेवा के सेवारत एवं सेवानिवृत्त सदस्यों में से, जिन्हें न्यायिक/अर्द्ध-न्यायिक कार्य में कम से कम तीन वर्ष की अवधि का अनुभव हो तथा जो अपर/उप श्रमायुक्त रह चुके हों:

परन्तु यह कि यदि भविष्य में राज्य सरकार राज्य में औद्योगिक अधिकरणों की संख्या में वृद्धि करती है, तो रिक्तियां उपर्युक्त अनुपात में भरी जाएंगी:

(2) औद्योगिक अधिकरण के न्यायिक एवं प्रशासनिक सदस्यों की नियुक्ति के प्रयोजन हेतु, राज्य सरकार प्राप्त आवेदनों पर सम्यक रूप से विचार करने के पश्चात उपयुक्त व्यक्तियों की एक सूची तैयार करेगी, जिसमें समस्त व्यक्तियों की अर्हताओं, उनका पूर्व कार्य निष्पादन तथा औद्योगिक विवादों या न्यायिक/अर्ध-न्यायिक कार्यों के निस्तारण का अनुभव स्पष्ट रूप से उल्लिखित होंगें।

(3) राज्य सरकार उप-नियम (2) के प्रयोजनार्थ चयन समिति का गठन करेगी, जिसमें निम्नलिखित सदस्य होंगे, अर्थात:-

(क) इलाहाबाद उच्च न्यायालय के मुख्य न्यायाधीश या उनके द्वारा नाम निर्दिष्ट इलाहाबाद उच्च न्यायालय के न्यायाधीश- अध्यक्ष;

(ख) मुख्य सचिव, उत्तर प्रदेश शासन- सदस्य;

(ग) अपर मुख्य सचिव/प्रमुख सचिव, श्रम एवं सेवायोजन विभाग, उत्तर प्रदेश शासन- सदस्य;

(घ) विधि परामर्शी- सदस्य;

(ङ) श्रम आयुक्त, उत्तर प्रदेश- सदस्य ।

(4) चयन समिति, अपनी संस्तुति करने की प्रक्रिया अवधारित करेगी और औद्योगिक अधिकरण की आवश्यकता के दृष्टिगत अर्हता, उपयुक्तता, पूर्व कार्य निष्पादन के अभिलेख, सत्यनिष्ठा और साथ ही साथ न्याय निर्णायिक अनुभव पर विचार करने के पश्चात दो या तीन व्यक्तियों के पैनल की संस्तुति करेगी जैसा कि वह प्रत्येक पद पर नियुक्ति के लिए आवश्यक समझे।

(5) न्यायिक/प्रशासनिक सदस्य अपना पद ग्रहण करने के दिनांक से तीन वर्ष की अवधि के लिए या पैंसठ वर्ष की आयु प्राप्त करने तक, जो भी पहले घटित हो, पद धारण करेगा।

(6) अधिकरण के न्यायिक एवं प्रशासनिक सदस्यों के वेतन एवं भत्ते इस प्रकार होंगे-

(क) सेवारत न्यायिक/सरकारी अधिकारी की नियुक्ति के मामलें में उसे अनुमन्य विद्यमान वेतन और भत्ते एवं अन्य सेवा-शर्तें पूर्ववर्ती सेवा की भांति होंगे;

(ख) सरकारी सेवा से अधिवर्षता के पश्चात् इन नियमों के अधीन किसी पद पर नियुक्त व्यक्ति, सिविल सेवा नियमावली की धारा 520 के अधीन पुनर्नियोजित माना जाएगा तथा वह पेंशन की कुल धनराशि को घटाकर अंतिम आहरित वेतन की दर से वेतन पाने का हकदार होगा।

(7) न्यायिक/प्रशासनिक सदस्य के रूप में नियुक्त सेवानिवृत्त व्यक्ति किरायामुक्त वास सुविधा या उस दर पर मकान किराया भत्ता के लिए हकदार होगा जैसा कि उत्तर प्रदेश सरकार के समान वेतन वाले समूह-क के किसी अधिकारी को अनुमन्य हो।

(8) न्यायिक सदस्य या प्रशासनिक सदस्य के पद पर नियुक्त सेवानिवृत्त व्यक्ति पेंशन में किसी भी अस्थायी या तदर्थ वृद्धि का हकदार नहीं होगा।

(9) यदि न्यायिक या प्रशासनिक सदस्य के रूप में नियुक्त सेवानिवृत्त व्यक्ति नियुक्ति के दिनांक से एक महीने की अवधि के भीतर कार्यभार ग्रहण नहीं करता है, तो राज्य सरकार उसकी नियुक्ति रद्द कर सकती है और उसके बाद रिक्त पद को प्रतीक्षा सूची के व्यक्ति से भरा जाएगा।

(10) (क) यदि राज्य सरकार को कोई लिखित और सत्यापन योग्य शिकायत प्राप्त होती है, जिसमें न्यायिक/प्रशासनिक सदस्य के रूप में दुर्व्यवहार या कार्यों को करने में असमर्थता का कोई निश्चित आरोप लगाया जाता है, तो वह ऐसी शिकायत की प्रारंभिक जांच करेगी।

(ख) यदि प्रारंभिक जांच के आधार पर राज्य सरकार की राय है कि न्यायिक/प्रशासनिक सदस्य के किसी दुर्व्यवहार या अक्षमता की सच्चाई की जांच करने के लिए उचित आधार हैं, तो वह एक जांच

गठित करेगी, जिसका नेतृत्व, चयन समिति के अध्यक्ष द्वारा नाम निर्दिष्ट व्यक्ति करेगा:

परन्तु यह कि न्यायिक सदस्य के खिलाफ जांच के मामले में उच्च न्यायालय के मुख्य न्यायाधीश से परामर्श किया जाएगा।

(ग) जांच अधिकारी छह महीने या चयन समिति के अध्यक्ष द्वारा निर्दिष्ट किए गए अतिरिक्त समय के भीतर जांच पूरी करेगा।

(घ) जांच के समाप्ति के बाद, जांच अधिकारी राज्य सरकार को अपनी रिपोर्ट प्रस्तुत करेगा, जिसमें प्रत्येक आरोप पर अलग-अलग अपने निष्कर्ष और कारण बताए जाएंगे, साथ ही पूरे मामले पर ऐसी टिप्पणियां भी होंगी, जो वह उचित समझे।

(ङ) चयन समिति सिविल प्रक्रिया संहिता, 1908 (अधिनियम संख्या 5 सन् 1908) द्वारा अवधारित प्रक्रिया से आबद्ध नहीं होगी, बल्कि नैसर्गिक न्याय के सिद्धांतों द्वारा निर्देशित होगी और अपनी जांच की तिथि, स्थान और समय तय करने सहित अपनी स्वयं की प्रक्रिया को विनियमित करने की शक्ति होगी।

(11) राज्य सरकार प्राकृतिक न्याय के सिद्धांत को ध्यान में रखते हुए औद्योगिक अधिकरण से किसी भी न्यायिक/प्रशासनिक सदस्य को हटा सकती है।

(12) न्यायिक/प्रशासनिक सदस्य के रूप में नियुक्त कोई सेवानिवृत्त व्यक्ति किसी भी समय राज्य सरकार को संबोधित अपने हस्ताक्षर सहित लिखित में इस आशय की नोटिस देकर अपना पद त्याग कर सकता है।

(13) राज्य सरकार, चयन समिति की संस्तुति पर, किसी भी न्यायिक/प्रशासनिक सदस्य को पद से हटा सकती है, जो-

(क) दिवालिया/न्याय निर्णीत किया गया हो; या

(ख) ऐसे अपराध का सिद्धदोषी हो जिसमें नैतिक अधमता अन्तर्वलित हो; या

(ग) ऐसे न्यायिक सदस्य या प्रशासनिक सदस्य के रूप में कार्य करने में शारीरिक या मानसिक रूप से अक्षम हो गया हो; या

(घ) ऐसा वित्तीय या अन्य हित अर्जित किया है, जिससे न्यायिक सदस्य या प्रशासनिक सदस्य के रूप में उसके कार्यों पर प्रतिकूल प्रभाव पड़ने की संभावना है; या

(ङ) अपने पद का इस प्रकार दुरुपयोग किया है कि उसका पद पर बने रहना लोकहित के लिए प्रतिकूल है:

परन्तु यह कि जहां किसी न्यायिक/प्रशासनिक सदस्य को खंड (ख) से (ङ) में निर्दिष्ट किसी आधार पर हटाने का प्रस्ताव है, तो उसे उसके विरुद्ध आरोपों की सूचना दी जाएगी और उन आरोपों के संबंध में सुनवाई का अवसर दिया जाएगा:

परन्तु यह भी कि न्यायिक सदस्य को हटाने के मामले में उच्च न्यायालय के मुख्य न्यायाधीश से परामर्श किया जाएगा।

(14) सेवाओं के निबंधनों और शर्तों से संबंधित मामले, जिनके संबंध में इस नियमावली में कोई स्पष्ट उपबंध नहीं किया गया है, का विनिश्चय राज्य सरकार द्वारा चयन समिति के अध्यक्ष से परामर्श के पश्चात किया जाएगा।

(15) सेवानिवृत्त न्यापिक/सरकारी अधिकारी के मामले में, कार्यभार के अंत में गृह नगर से मुख्यालय और विपर्यय रूप में औद्योगिक अधिकरण में कार्यभार ग्रहण करने के लिए अंतरण यात्रा भत्ता भी समान वेतन वाले समूह-क पद पर आसीन राज्य सरकार के अधिकारी की पात्रता के रूप में स्वीकार्य होगा।

(16) राज्य सरकार को औद्योगिक अधिकरण के न्यायिक/प्रशासनिक सदस्य की नियुक्ति, वेतन और भत्ते, त्यागपत्र और सेवा की अन्य निबंधन और शर्तों के संबंध में इस नियमावली में से किसी भी उपबंध को शिथिल करने की शक्ति होगी।

(17) न्यायिक सदस्य या प्रशासनिक सदस्य के रूप में नियुक्त प्रत्येक व्यक्ति, जैसा भी मामला हो, अपने पद ग्रहण करने से पहले **प्रपत्र-बाइस** में पद और गोपनीयता की शपथ लेगा और उस पर हस्ताक्षर करेगा।

(18) सरकारी सेवा से सेवानिवृत्ति के बाद अधिवर्षिता की आयु प्राप्त करने पर इस नियमावली के तहत पद पर नियुक्त व्यक्ति वित्तीय पुस्तिका खंड-2 भाग-2 से 4 के सहायक नियम 197ए के तहत एक अस्थायी सरकारी कर्मचारी को स्वीकार्य सभी प्रकार की छुट्टी का हकदार होगा।

धारा 44 की उप-धारा (9) के अधीन रिक्ति को भरने की रीति

44. (1) यदि किसी कारणवश औद्योगिक अधिकरण में कोई रिक्ति होती है तो उसे इस नियमावली के नियम 43 के उप-नियम (4) में विहित रीति से भरा जाएगा।

(2) राज्य सरकार यदि आवश्यक समझे तो किसी औद्योगिक अधिकरण में नियुक्त न्यायिक/प्रशासनिक सदस्य को किसी अन्य औद्योगिक अधिकरण में अंतरण कर सकती है तथा किसी औद्योगिक अधिकरण के न्यायिक/प्रशासनिक सदस्य का अतिरिक्त प्रभार किसी अन्य औद्योगिक अधिकरण के न्यायिक/प्रशासनिक सदस्य को दे सकती है।

धारा 53 की उप-धारा (1) के अधीन सुलह कार्यवाहियां आयोजित करने, उप-धारा (4) के अधीन पूर्ण रिपोर्ट की रीति

45. (1) जहां सुलह अधिकारी को प्राप्त कोई-

(क) नियम 48 या नियम 49 के अधीन हड़ताल या तालाबंदी की सूचना प्राप्त होती है; या

(ख) विद्यमान औद्योगिक विवाद के संबंध में आवेदन; या

(ग) आशंकित औद्योगिक विवाद के संबंध में सूचना, तो वह-

(एक) खंड (क) के मामले में, नाम निर्दिष्ट पोर्टल पर विवरण दर्ज करेगा और सुलह कार्यवाही करेगा तथा संबंधित पक्षों को ऐसे प्रयोजन के लिए बैठक की तिथि सूचित करेगा;

(दो) खंड (ख) के मामले में, नाम निर्दिष्ट पोर्टल पर विवरण दर्ज करेगा तथा आवेदन की जांच करेगा और यदि वह पाता है कि ऐसा विवाद राज्य सरकार के अधिकारिता से संबंधित है, तो आवेदन को संबंधित प्राधिकारी को अंतरित करेगा या अन्यथा आवेदन के साथ आगे बढ़ेगा और उसके संबंध में सुलह करेगा; और

(तीन) खंड (ग) के मामले में, नाम निर्दिष्ट पोर्टल पर विवरण दर्ज करेगा तथा संबंधित पक्षों को सुलह कार्यवाही शुरू करने के अपने आशय की घोषणा करते हुए एक नया नोटिस जारी करेगा।

(2) नियोजकों के प्रतिनिधि और कर्मकारों के प्रतिनिधि उप-नियम (1) में निर्दिष्ट नोटिस प्राप्त होने पर, सुलह कार्यवाही की पहली बैठक में उक्त विवाद के संबंध में अपने-अपने बयान प्रस्तुत करेंगे।

(3) सुलह अधिकारी बिना किसी देरी के विवाद से संबंधित तथ्यों और परिस्थितियों का पता लगाएगा और उसके गुण-दोष और सही समाधान को प्रभावित करने वाले सभी मामलों की जांच करेगा, विवाद के पक्षकारों के बीच सुलह कार्यवाही करेगा और विवाद के निष्पक्ष और सौहार्दपूर्ण समाधान के लिए पक्षों को प्रेरित करने के उद्देश्य से वह सभी कार्य कर सकता है, जो वह उचित समझे।

(4) यदि उप-नियम (3) में निर्दिष्ट सुलह कार्यवाही में कोई समझौता नहीं होता है, तो सुलह अधिकारी, सुलह कार्यवाही समाप्त होने के दिनांक से सात दिनों के भीतर, निर्दिष्ट पोर्टल पर एक रिपोर्ट अपलोड करेगा और इसकी एक प्रति इलेक्ट्रॉनिक मोड या पंजीकृत डाक या स्पीड पोस्ट या व्यक्तिगत रूप से विवाद के पक्षों और उपयुक्त सरकार को भेजेगा। रिपोर्ट को संबंधित पक्षों को उक्त नाम निर्दिष्ट पोर्टल पर उपलब्ध कराया जाएगा।

(5) यदि सुलह कार्यवाही के दौरान विवाद या विवादित मामलों में से किसी का निपटारा हो जाता है, तो सुलह अधिकारी विवाद के पक्षकारों द्वारा हस्ताक्षरित समझौतों के ज्ञापन के साथ समुचित सरकार या सरकार द्वारा इस निमित्त प्राधिकृत अधिकारी को इसकी रिपोर्ट प्रस्तुत करने के अलावा ऐसी रिपोर्ट और समझौता ज्ञापन को नामनिर्दिष्ट पोर्टल पर अपलोड भी करेगा।

(6) उप-नियम (4) में निर्दिष्ट रिपोर्ट में, अन्य बातों के साथ-साथ, विवाद में शामिल नियोजक, कर्मचारी या व्यवसाय संघ, जैसा भी मामला हो, के निवेदन शामिल होंगे और इसमें पक्षों को सौहार्दपूर्ण समझौते पर लाने के लिए सुलह अधिकारी द्वारा किए गए प्रयास, विवाद को हल करने से पक्षों द्वारा इनकार करने के कारण और सुलह अधिकारी द्वारा निकाले गए निष्कर्ष भी शामिल होंगे।

(7) दस्तावेजी साक्ष्य को छोड़कर, सुलह अधिकारी के समक्ष सभी साक्ष्य शपथ पत्र के रूप में दाखिल किए जाएंगे और विवाद के पक्षकार भी आवेदन या, जैसा भी मामला हो, शपथ-पत्र के रूप में उसका उत्तर या प्रत्युत्तर दायर करेंगे।

औद्योगिक अधिकरण को आवेदन तथा औद्योगिक अधिकरण द्वारा धारा 53 की उप-धारा (6) के अधीन आवेदन का विनिश्चय किये जाने की रीति।

46. (1) यदि किसी विवाद का समझौता सुलह कार्यवाहियों के दौरान नहीं होता है तो कोई भी पक्षकार **प्रपत्र-तेइस** में अधिकरण के समक्ष हस्तकृत रूप से या इलेक्ट्रॉनिक रूप से अथवा राज्य सरकार द्वारा सामान्य या विशेष आदेश द्वारा नियम 45 के उप-नियम (4) के अधीन रिपोर्ट के दिनांक से नब्बे दिन के भीतर यथा अपेक्षित रीति से आवेदन कर सकता है।

(2) अधिकरण को किये गये आवेदन में ऐसा विवरण संलग्न होगा जिसमे विवाद के सम्पूर्ण ब्यौरे, दस्तावेज तथा उनकी सूची और विरोधी पक्षकारों के नाम, पते, सम्पर्क संख्यायें और ई-मेल (यदि सम्भव हो) अंतर्विष्ट होंगे।

(3) आवेदक विरोधी पक्षकारों के पता सहित रजिस्ट्रीकृत लिफाफे में आवेदन की ऐसी प्रतियां दाखिल करेगा, जो विरोधी पक्षों की संख्या के बराबर हो।

(4) अधिकरण, यदि प्रथम दृष्टया संतुष्ट हो जाता है कि विवाद का कारण विधिक है, तो वह विवाद का संज्ञान ले सकता है और विरोधी पक्षों को नोटिस जारी करते हुए तिथि निर्धारित कर सकता है, जो यथासंभव आवेदन प्रस्तुत करने से एक माह के भीतर होगी, साथ में आवेदन और विवाद उठाने वाले व्यक्ति द्वारा प्रस्तुत विवरण भी संलग्न करना होगा।

(5) यदि विपक्षी पक्षकार व्यवसाय संघ या व्यवसाय संघो का परिसंघ हो तो व्यवसाय संघ या व्यवसाय संघो के सचिव या महासचिव को नोटिस जारी की जायेगी और ऐसे सचिव या महासचिव को दी गई सेवा को क्रमशः संघ या परिसंघ या महासंघ को दी गई सेवा माना जाएगा।

(6) यदि अधिकरण पाता है कि आवेदन नियमानुसार नहीं है, आवेदन अधूरा है या आवेदन के साथ कथन/दस्तावेज/पता लिखा लिफाफा संलग्न नहीं है, तो वह विवाद उठाने वाले व्यक्ति को नियमों के अनुसार उसे प्रस्तुत करने का निदेश दे सकता है।

(7) जहां अधिकरण यह पाता है कि उसके निदेशों के बावजूद विवाद उठाने वाले पक्षकार ने दावे के कथन या किसी अन्य दस्तावेज की प्रति विपक्षी पक्ष या पक्षों को नहीं भेजी है, तो वह संबंधित पक्षकार को कथन की प्रति विपक्षी पक्ष या पक्षों को प्रस्तुत करने का निदेश देगा और

कथन दाखिल करने के लिए 15 दिन का विस्तार देगा, यदि अधिकरण को समय के भीतर दावे के कथन और अन्य दस्तावेज दाखिल न करने का पर्याप्त कारण मिलता है।

(8) यदि विवाद उठाने वाला पक्ष शपथ-पत्र पर आवेदन दायर करता है तो विरोधी पक्ष को शपथ-पत्र पर लिखित बयान दायर करना होगा, और यदि विरोधी पक्ष लिखित बयान दायर नहीं करता है, तो अधिकरण आवेदन में दी गई सामग्री को सत्य मान सकता है।

(9) विरोधी पक्ष या पक्ष जहां तक संभव हो, पहली सुनवाई की तारीख से तीस दिनों के भीतर दस्तावेजों और दस्तावेजों की सूची, गवाहों की सूची के साथ एक लिखित बयान दायर करेंगे और अन्य पक्षों को प्रतियां प्रदान करेंगे।

(10) लिखित बयान प्रस्तुत करने के दो सप्ताह के भीतर, अन्य पक्ष अपना प्रत्युत्तर दायर करेंगे और उनकी प्रतियां अन्य पक्षों को भेजेंगे।

(11) अधिकरण लिखित बयानों और दायर दस्तावेजों के आधार पर विवाद में निर्णय के लिए मुद्दे तैयार करेगा।

(12) साक्ष्य अधिकरण में दर्ज किए जाएंगे या शपथ-पत्र पर दायर किए जा सकते हैं और विरोधी पक्ष को शपथ-पत्र दायर करने वाले प्रत्येक अभिसाक्षी या गवाहों से जिरह करने का अधिकार होगा, जैसा भी मामला हो। जहां प्रत्येक गवाह की मौखिक परीक्षा आगे बढ़ती है, अधिकरण, जो बयान किया जा रहा है उसके सार का एक ज्ञापन तैयार करेगा। मौखिक साक्ष्य दर्ज करते समय अधिकरण सिविल प्रक्रिया संहिता, 1908 (अधिनियम संख्या 5 सन् 1908) की प्रथम अनुसूची के आदेश अठ्ठाइस के नियम 5 में निर्धारित प्रक्रिया का पालन करेगा।

(13) सभी पक्ष अधिकरण की पूर्व अनुज्ञा से अतिरिक्त दस्तावेज प्रस्तुत कर सकते हैं।

(14) साक्ष्य पूर्ण कर लिये जाने पर तत्काल सुनवाई की जा सकती है, या ऐसा कोई दिनांक तर्कों के लिए नियत किया जा सकता है, जो साक्ष्य पूर्ण होने से पंद्रह दिनों की अवधि से अधिक नहीं होगी।

(15) अधिकरण समान्यत: एक समय में एक सप्ताह से अधिक अवधि के लिए स्थगन स्वीकृत नहीं करेगा किन्तु किसी भी स्थिति में विवाद हेतु पक्षकारों के अनुरोध पर कुल तीन स्थगन से अधिक स्थगत स्वीकृत नहीं किये जायेंगें;

परन्तु यह कि लिखित रूप से अभिलिखित किये जाने वाले कारणों से अधिकरण एक समय में एक सप्ताह से अधिक समय के लिये एक स्थगन किन्तु किसी भी स्थति में विवाद के पक्षकारों में से किसी एक पक्षकार के अनुरोध पर तीन से अधिक स्थगन स्वीकृत नहीं कर सकता है।

(16) यदि कोई पक्षकार किसी भी प्रक्रम में उपस्थित होने में व्यतिक्रम करता है या उसमें विफल रहता है, तो अधिकरण उक्त मामले में एकपक्षीय कार्यवाही कर सकता है, और व्यतिक्रम करने वाले पक्षकार की अनुपस्थिति में आवेदन पर विनिश्चय कर सकता है;

परन्तु यह कि अधिकरण किसी भी पक्षकार के आवेदन पर, अधिनिर्णय प्रस्तुत करने से पूर्व एकपक्षीय कार्यवाही करने के लिये आदेश को प्रतिसंहृत कर सकता है, यदि उसका यह समाधान हो जाता है कि पक्षकार की अनुपस्थित होने का आधार न्याय संगत था तो वह यथा प्रतिवादकृत मामलें में विनिश्चय करने के लिये अग्रतर कार्यवाही करेगा।

(17) अधिकरण अपने अधिनिर्णय को इलेक्ट्रॉनिक रूप से या अन्यथा संबंधित पक्षों और राज्य सरकार या इस निमित्त अधिसूचित अधिकारी को अधिनिर्णय की घोषणा के दिनांक से एक माह के भीतर संसूचित करेगा।

(18) अधिकरण ऐसे किसी व्यक्ति को समन कर सकता है और उसका परीक्षण कर सकता है, जिसका साक्ष्य उसे उक्त मामले का विनिश्चय करने के लिए सारभूत प्रतीत हो और उसे भारतीय नागरिक सुरक्षा संहिता, 2023 (अधिनियम संख्या 46 सन् 2023) की धारा 384, 385 और 387 के अर्थान्तर्गत सिविल न्यायालय समझा जाएगा।

(19) अधिकरण के समक्ष उपस्थित होने वाले पक्षों के प्रतिनिधियों को जांच, जिरह और साक्ष्य बुलाए जाने पर अधिकरण को संबोधित करने का अधिकार होगा।

(20) अधिकरण के समक्ष कार्यवाही खुली अदालत में आयोजित की जाएगी;

परन्तु यह कि अधिकरण अपने समक्ष किसी भी कार्यवाही को वीडियो कॉन्फ्रेंसिंग के माध्यम से आयोजित करने का निदेश दे सकता है।

परन्तु अग्रतर यह कि अधिकरण किसी भी स्तर पर निदेश दे सकता है कि किसी भी गवाह की जांच की जाएगी, या इसकी कार्यवाही बंद कमरे में आयोजित की जाएगी।

(21) जहां अधिकरण के समक्ष कार्यवाही के संबंध में धारा 49 की उप-धारा (5) के अधिकरण को परामर्श देने के लिये निर्धारक/आयुक्त नियुक्त किये जायें, वहाँ अधिकरण ऐसे निर्धारकों का परामर्श प्राप्त करेगा, किन्तु ऐसा परामर्श ऐसे अधिकरणों पर बाध्यकारी नहीं होगा।

(22) किसी अधिनिर्णय का कोई पक्षकार जो अधिनिर्णय या अन्य दस्तावेज की प्रति प्राप्त करना चाहें, अधिकरण में हस्तकृत रूप में या इलेक्ट्रानिक रूप से न्यायालय स्टाम्प शुल्क के माध्यम से शुल्क निम्नलिखित रीति से जमा करने के पश्चात अधिनिर्णय या अन्य दस्तावेज की प्रति प्राप्त कर सकता है

अर्थात:-

(क) अधिकरण के किसी अधिनिर्णय या उसकी किसी कार्यवाहियों में दाखिल दस्तावेज या न्यायनिर्णयन के दौरान अधिकरण द्वारा दर्ज की गई किसी कार्यवाही की प्रति प्राप्त करने के लिए शुल्क, प्रति पृष्ठ दो रुपए की दर से प्रभारित किया जायेगा;

(ख) ऐसे किसी अधिनिर्णय आदेश या दस्तावेज की एक प्रति प्रमाणित करने के लिए दो रुपए प्रति पृष्ठ की दर से अतिरिक्त शुल्क देय होगा;

(ग) जहां कोई पक्षकार ऐसे किसी अधिनिर्णय या दस्तावेज की प्रति की तत्काल परिदान के लिए आवेदन करता है, वहां इस नियम के तहत लगाए जाने वाले शुल्क के आधे के बराबर अतिरिक्त शुल्क देय होगा।

(23) कोई भी व्यक्ति जो विवाद का पक्षकार न हो, इस नियम के उप-नियम (22) में यथा विहित शुल्क का संदाय करने के पश्चात अधिनिर्णय या दस्तावेज की प्रतियां प्राप्त कर सकता है।

धारा 59 के अधीन नियोजक से देय

47. (1) जहां किसी नियोजक द्वारा किसी कर्मकार या कर्मकारों के समूह को किसी समझौते या अधिनिर्णय के अधीन या संहिता के अध्याय नौ या अध्याय दस के उपबंधों के अधीन कोई धनराशि बकाया है, तो

धनराशि की वसूली हेतु आवेदन

कर्मकार या कर्मकारों का समूह, जैसा भी मामला हो, ऐसे देय धन की वसूली के लिए **प्रपत्र-चौबीस** में आवेदन कर सकता है

परन्तु यह कि कर्मकार द्वारा लिखित रूप से प्राधिकृत व्यक्ति के मामले में, या कर्मकार की मृत्यु के मामले में, मृतक कर्मकार का समनुदेशिती या उत्तराधिकारी **प्रपत्र-पच्चीस** में आवेदन करेगा।

(2) जहां कोई कर्मकार या कर्मकारों का समूह नियोजक से कोई धन या कोई लाभ प्राप्त करने का हकदार है, जिसकी गणना धन के रूप में की जा सकती है, वहां कर्मकार या कर्मकारों का समूह, जैसा भी मामला हो, देय राशि या, जैसा भी मामला हो, वह राशि जिस पर ऐसे लाभ की गणना की जानी चाहिए, के अवधारण के लिए अधिकारिता रखने वाले अधिकरण को **प्रपत्र-छब्बीस** में आवेदन कर सकता है, और ऐसा अधिकरण आवेदन दाखिल किए जाने की तारीख से तीन महीने से अधिक की अवधि के भीतर आवेदन पर निर्णय करेगा;

परन्तु यह कि इस उप-नियम में निर्दिष्ट कर्मकार की मृत्यु के मामले में आवेदन, मृतक कर्मकार के समनुदेशिती या उत्तराधिकारी द्वारा **प्रपत्र-सत्ताईस** में किया जाएगा।

अध्याय-आठ
हड़ताल और तालाबंदी

व्यक्तियों की संख्या जिनके द्वारा हड़ताल की सूचना दी जाएगी, वह व्यक्ति या व्यक्तिगण जिन्हें ऐसी नोटिस दी जाएगी और धारा 62 की उप-धारा (4) के अधीन ऐसी नोटिस दिये जाने की रीति

48. (1) धारा 62 की उप-धारा (1) में निर्दिष्ट हड़ताल की नोटिस औद्योगिक अधिष्ठान के नियोजक को **प्रपत्र-अठ्ठाईस** में दी जाएगी, जिस पर सचिव और समझौताकारी संघ के पांच निर्वाचित प्रतिनिधि या सचिव और ऐसे औद्योगिक अधिष्ठान से संबंधित समझौताकारी परिषद में व्यवसाय संघ के पांच निर्वाचित प्रतिनिधि विधिवत् हस्ताक्षर करेंगे तथा उसकी प्रतिलिपि संबंधित सुलह अधिकारी, श्रम आयुक्त और राज्य सरकार को इलेक्ट्रॉनिक रूप से या अन्यथा पृष्ठांकित करेंगे।

(2) उप-धारा (1) में विनिर्दिष्ट नोटिस की प्राप्ति की तारीख नियम 45 के उप-नियम (1) के खंड (क) के प्रयोजनों के लिए नोटिस प्राप्त करने की तारीख होगी।

(3) यदि किसी औद्योगिक अधिष्ठान के नियोजक को उसके द्वारा नियोजित किसी व्यक्ति से धारा 62 की उप-धारा (1) में विनिर्दिष्ट

हड़ताल की कोई नोटिस प्राप्त होती है, तो वह ऐसी नोटिस प्राप्त होने की तारीख से पांच दिन के भीतर संबंधित सुलह अधिकारी, श्रम आयुक्त और राज्य सरकार को इलेक्ट्रॉनिक रूप से इसकी सूचना देगा।

धारा 62 की उप-धारा (5) के अधीन तालाबंदी की नोटिस और उप-धारा (6) के अधीन प्राधिकार दिये जाने की रीति।

49. (1) धारा 62 की उप-धारा (2) में निर्दिष्ट तालाबंदी की सूचना औद्योगिक अधिष्ठान के नियोजक द्वारा **प्रपत्र-उन्तीस** में ऐसे औद्योगिक अधिष्ठान से संबंधित प्रत्येक रजिस्ट्रीकृत व्यवसाय संघ के सचिव को रजिस्ट्रीकृत डाक या स्पीड पोस्ट या इलेक्ट्रॉनिक रूप से दी जाएगी, तथा उसकी एक प्रति संबंधित सुलह अधिकारी, श्रम आयुक्त और राज्य सरकार को पृष्ठांकित की जाएगी।

(2) उप-नियम (1) में विनिर्दिष्ट सूचना नियोजक द्वारा औद्योगिक अधिष्ठान के मुख्य प्रवेश द्वार पर नोटिस बोर्ड या इलेक्ट्रॉनिक बोर्ड पर सहजदृश्य रूप से प्रदर्शित की जाएगी और उक्त सूचना की एक प्रति ऐसे औद्योगिक अधिष्ठान के नामनिर्दिष्ट पोर्टल, यदि कोई हो, पर भी पोस्ट की जा सकेगी और सुलह अधिकारी द्वारा ऐसी नोटिस की प्राप्ति की तारीख नियम 45 के उप-नियम (1) के खंड (क) के प्रयोजनों के लिए सूचना प्राप्त करने की तारीख होगी।

(3) यदि नियोजक अपने द्वारा नियोजित किसी व्यक्ति को तालाबंदी की नोटिस देता है, तो वह ऐसी नोटिस की तारीख से पांच दिन के भीतर संबंधित सुलह अधिकारी और श्रम आयुक्त को इलेक्ट्रॉनिक रूप से इसकी सूचना देगा।

अध्याय-नौ
कामबंदी, छंटनी और बन्दी

धारा 70 के खंड (ग) के अधीन कर्मकार की छंटनी से पूर्व नोटिस तामील किये जाने की रीति

50. यदि कोई नियोजक अपने औद्योगिक अधिष्ठान में नियोजित किसी कर्मकार, जो अन्यून एक वर्ष तक उसके अधीन निरंतर सेवा में रहा हो, की छंटनी करना चाहता हो, तो ऐसे नियोजक को ऐसी छंटनी के सम्बन्ध में नोटिस **प्रपत्र-तीस** में राज्य सरकार को तथा संबंधित क्षेत्रीय अपर श्रमायुक्त/उप श्रमायुक्त को ई-मेल के माध्यम से अथवा

रजिस्ट्रीकृत डाक या स्पीड पोस्ट द्वारा निम्नलिखित तरीके से देगा, अर्थात्-

(क) जहां किसी कर्मकार को नोटिस दिया जाता है, वहां छंटनी की सूचना उस तारीख से तीन दिन के भीतर भेजी जाएगी, जिस दिन श्रमिक को नोटिस दिया गया था;

(ख) जहां कर्मकार को कोई नोटिस नहीं दिया गया है तथा उसे इसके बदले में एक माह का वेतन दिया गया है, वहां छंटनी की सूचना उस तारीख से तीन दिन के भीतर भेजी जाएगी, जिस दिन ऐसा वेतन दिया गया था; और

(ग) जहां छंटनी किसी ऐसे समझौते के तहत की जाती है, जिसमें सेवा समाप्ति की तारीख विनिर्दिष्ट की जाती है, वहां छंटनी की सूचना राज्य सरकार को भेजी जाएगी और उसकी एक प्रति ऐसी तारीख से कम से कम एक माह पूर्व क्षेत्रीय अपर श्रमायुक्त/उप श्रमायुक्त को भेजी जाएगी;

परन्तु यह कि यदि सेवा समाप्ति की सहमत तारीख समझौते के तीस दिनों के भीतर है, तो छंटनी की सूचना राज्य सरकार को उसकी एक प्रति के साथ समझौते के तीन दिनों के भीतर संबंधित क्षेत्रीय अपर/उप श्रम आयुक्त को भेजी जाएगी।

धारा 72 के अधीन छंटनीशुदा कर्मकारों को पुनर्नियोजन का अवसर प्रदान किये जाने की रीति

51. (1) नियोजक उस विशेष श्रेणी के सभी कर्मकारों की सूची तैयार करेगा, जिसमें से छंटनी की जानी है, तथा उस श्रेणी में उनकी सेवा की वरिष्ठता के अनुसार उन्हें व्यवस्थित करेगा तथा छंटनी की वास्तविक तिथि से कम से कम सात दिन पूर्व औद्योगिक अधिष्ठान के परिसर में एक सुस्पष्ट स्थान पर नोटिस बोर्ड पर उसकी एक प्रति चस्पा करेगा।

(2) जब किसी औद्योगिक अधिष्ठान में कोई रिक्ति होती है तथा ऐसी रिक्तियों को भरने के प्रस्ताव से एक वर्ष के भीतर ऐसे औद्योगिक अधिष्ठान के कर्मकारों की छंटनी की गई हो, तो ऐसे औद्योगिक अधिष्ठान का नियोजक, यदि ऐसे कर्मकार भारत के नागरिक हैं तथा उन्होंने नियोजन के लिए अपनी इच्छा व्यक्त की है, तो उनकी सेवा वरिष्ठता के आधार पर उन्हें अन्य पर अधिमानी वरीयता देगा।

(3) नियोजक, औद्योगिक अधिष्ठान के परिसर में एक प्रमुख स्थान पर एक नोटिस बोर्ड पर रिक्तियों का विवरण प्रदर्शित करने की व्यवस्था

करेगा, जिस तिथि से ऐसी रिक्तियां भरी जानी हैं, कम से कम पंद्रह दिन पहले और उन रिक्तियों की सूचना रजिस्ट्रीकृत डाक या स्पीड पोस्ट या ई-मेल के माध्यम से उन सभी छंटनी किए गए कर्मकारों में से प्रत्येक को देगा, जो छंटनी के समय या उसके बाद किसी भी समय उनमें से प्रत्येक द्वारा दिए गए नवीनतम पते या ई-मेल पर विचार किए जाने के पात्र हैं;

परन्तु यह कि जब ऐसी रिक्तियों की संख्या छंटनी किए गए कर्मकारों की संख्या से कम हो, तो यह पर्याप्त होगा कि नियोजक द्वारा उप-नियम (1) में विनिर्दिष्ट सूची में सबसे वरिष्ठ छंटनी किए गए कर्मकारों को व्यक्तिगत रूप से सूचना दी जाए और ऐसे वरिष्ठतम कर्मकारों की संख्या ऐसी रिक्तियों की संख्या से दोगुनी हो:

परन्तु अग्रतर यह भी कि जहां रिक्ति एक महीने से कम अवधि की है, वहां नियोजक पर ऐसी रिक्ति की सूचना व्यक्तिगत छंटनी किए गए कर्मकारों को भेजने का कोई दायित्व नहीं होगा:

परन्तु यह भी कि यदि कोई छंटनी किया गया कर्मचारी, नियोजक को लिखित रूप में पर्याप्त कारण बताए बिना, इस उप-नियम के तहत नियोजक द्वारा उसे भेजी गई नोटिस में विनिर्दिष्ट तारीख या तारीखों पर पुनः नियोजक के लिए खुद को पेश नहीं करता है, तो नियोजक उसे किसी भी बाद के अवसर पर भरी जा सकने वाली रिक्तियों के बारे में सूचित करने के लिए बाध्य नहीं होगा।

(4) उप-नियम (3) के उपबंधों का अनुपालन करने के तत्काल बाद, नियोजक समझौता संघ या समझौता परिषद के घटक या औद्योगिक अधिष्ठान से जुड़े व्यवसाय संघों को, भरी जाने वाली रिक्तियों की संख्या और छंटनी किए गए कर्मकारों के नाम, जिन्हें उस उप-नियम के तहत सूचना भेजी गई है, की भी सूचना देगा:

परन्तु यह कि इस उप-नियम के उपबंधों का नियोजक द्वारा किसी भी मामले में अनुपालन करने की आवश्यकता नहीं है, जहां उप-नियम (1) के तहत तैयार की गई सूची में उल्लिखित प्रत्येक कर्मकार को सूचना भेजी जाती है।

धारा 74 की उप-धारा (1) के अधीन

52. (1) यदि कोई नियोजक किसी औद्योगिक अधिष्ठान को बंद करना चाहें तो उसे **प्रपत्र-तीस** में ऐसी बंदी की नोटिस राज्य सरकार को देनी होगी

आशयित बंदी के लिए नियोजक द्वारा नोटिस तामील किये जाने की रीति

और उसकी एक प्रति श्रम आयुक्त और संबंधित क्षेत्रीय अपर श्रमायुक्त/उप श्रमायुक्त को हस्तकृत रूप से या इलेक्ट्रॉनिक रूप से या अन्यथा रजिस्ट्रीकृत डाक या स्पीट पोस्ट से प्रेषित करनी होगी।

(2) उप-नियम (1) में विनिर्दिष्ट सूचना की एक प्रति औद्योगिक अधिष्ठानों में कार्यरत रजिस्ट्रीकृत व्यवसाय संघों या कर्मकारों के प्राधिकृत प्रतिनिधियों को भी प्रेषित की जायेगी।

अध्याय-दस

कतिपय अधिष्ठानों में कामबंदी, छंटनी एवं बंदी के संबंध में विशेष उपबंध

धारा 78 की उप-धारा (2) के अधीन नियोजक द्वारा राज्य सरकार को आशयित कामबंदी के लिए आवेदन किये जाने की रीति और ऐसे आवेदन पत्र की प्रति कर्मकारों को तामील किये जाने की रीति

53. (1) धारा 78 की उप-धारा (1) के अधीन अनुज्ञा के लिए आशयित बंदी के कारणों को उल्लिखित करते हुए आवेदन नियोजक द्वारा **प्रपत्र-इकतीस** में किया जाएगा तथा ऐसे आवेदन की एक प्रति राज्य सरकार तथा संबंधित कर्मकारों को इलेक्ट्रॉनिक रूप से, या व्यक्तिगत रूप से, या रजिस्ट्रीकृत डाक या स्पीड पोस्ट द्वारा एक साथ प्रेषित जाएगी।

(2) उप-नियम (1) में विनिर्दिष्ट आवेदन को नियोजक द्वारा औद्योगिक अधिष्ठान के मुख्य प्रवेश द्वार पर नोटिस बोर्ड या इलेक्ट्रॉनिक बोर्ड पर भी सुस्पष्ट रूप से प्रदर्शित किया जाएगा।

धारा 78 की उप-धारा (7) के अधीन समीक्षा की समय-सीमा

54. (1) राज्य सरकार, स्वप्रेरणा से या नियोजक या किसी कर्मकार द्वारा किए गए आवेदन पर, धारा 78 की उप-धारा (4) के अधीन अनुज्ञा देने या देने से इंकार करने वाले अपने आदेश की समीक्षा कर सकेगी।

(2) नियोजक या संबंधित कोई कर्मकार, उप-नियम (1) में विनिर्दिष्ट आदेश के साथ, आदेश किए जाने की तारीख से तीस दिन के भीतर, आदेश की समीक्षा के लिए राज्य सरकार को आवेदन कर सकेगा और वह सरकार, आवेदन किए जाने की तारीख से दो महीने के भीतर, संबंधित पक्षों को सुनवाई का अवसर प्रदान करने के पश्चात उसका निपटारा करेगी।

(3) जहां राज्य सरकार, उप-धारा (1) में विनिर्दिष्ट आदेश की अपनी ओर से समीक्षा करने का निर्णय लेती है, वहां वह आदेश किए जाने की तारीख से एक महीने के भीतर आवश्यक कदम उठा सकेगी और संबंधित पक्षों को सुनवाई का अवसर प्रदान करने के पश्चात, ऐसा निर्णय लिए जाने की तारीख से दो महीने की अवधि के भीतर ऐसी समीक्षा का निपटारा कर सकेगी।

धारा 79 की उप-धारा (2) के अधीन नियोजक द्वारा आशयित छंटनी के लिए राज्य सरकार को आवेदन करने की रीति तथा ऐसे आवेदन की प्रति कर्मकारों को तामील किये जाने की रीति

55. (1) धारा 79 की उप-धारा (1) में निर्दिष्ट पूर्व अनुज्ञा के लिए आवेदन नियोजक द्वारा राज्य सरकार को **प्रपत्र-इकतीस** में किया जाएगा, जिसमें इच्छित छंटनी के कारणों को स्पष्ट रूप से हस्तकृत रूप से या इलेक्ट्रॉनिक रूप से बताया जाएगा और ऐसे आवेदन की एक प्रति श्रमिकों को हस्तकृत या इलेक्ट्रॉनिक रूप से और रजिस्ट्रीकृत डाक या स्पीड पोस्ट द्वारा भी भेजी जाएगी।

(2) नियोजक द्वारा ऐसे आवेदन को औद्योगिक अधिष्ठान के मुख्य प्रवेश द्वार पर एक नोटिस बोर्ड पर भी स्पष्ट रूप से प्रदर्शित किया जाएगा।

धारा 79 की उप-धारा (6) के अधीन समीक्षा की समय-सीमा

56. (1) राज्य सरकार, स्वप्रेरणा से या नियोजक या किसी कर्मकार द्वारा किए गए आवेदन पर, धारा 79 की उप-धारा (3) के अधीन अनुज्ञा स्वीकृत करते हुए या उसे अस्वीकृत करते हुए आदेश की समीक्षा कर सकेगी।

(2) नियोक्ता या संबंधित कोई कर्मकार, उप-नियम (1) में निर्दिष्ट आदेश के साथ, ऐसे आदेश के किए जाने की तारीख से तीस दिन के भीतर उस आदेश की समीक्षा के लिए राज्य सरकार को आवेदन कर सकेगा और वह सरकार ऐसे आवेदन किए जाने की तारीख से दो महीने की अवधि के भीतर संबंधित पक्षों को सुनवाई का अवसर प्रदान करने के पश्चात आवेदन का निपटारा करेगी।

(3) जहां राज्य सरकार उपधारा (1) में निर्दिष्ट आदेश की समीक्षा करने का निर्णय लेती है, वहां वह अपने स्वयं के प्रस्ताव पर, ऐसे आदेश के किए जाने की तारीख से एक महीने के भीतर आवश्यक कदम उठा

सकेगी और संबंधित पक्षों को सुनवाई का अवसर प्रदान करने के पश्चात, ऐसे निर्णय लिए जाने की तारीख से दो महीने की अवधि के भीतर ऐसी समीक्षा का निपटारा कर सकेगी।

धारा 80 की उप-धारा (1) के अधीन नियोजक द्वारा किसी औद्योगिक अधिष्ठान की आशयित बंदी हेतु राज्य सरकार को आवेदन किये जाने की रीति और ऐसे आवेदन की प्रति कर्मकारों के प्रतिनिधियों को तामील किये जाने की रीति

57. ऐसे किसी नियोजक जो औद्योगिक अधिष्ठान बंद करना चाहता हो जिसके लिए संहिता का अध्याय-दस लागू होता है, को आशयित बंदी के प्रभावी होने के दिनांक से कम से कम नब्बे दिन पूर्व, राज्य सरकार को पूर्व अनुज्ञा हेतु औद्योगिक अधिष्ठान के आशयित बंदी के कारणों का स्पष्ट उल्लेख करते हुए, हस्तकृत रूप में या इलेक्ट्रानिक रूप से **प्रपत्र- इकतीस** में आवेदन करना होगा और साथ ही साथ ऐसे आवेदन की एक प्रति औद्योगिक अधिष्ठान में प्रचलित रजिस्ट्रीकृत व्यवसाय संघों को भी हस्तकृत रूप से या इलेक्ट्रानिक रूप से तथा रजिस्ट्रीकृत डाक या स्पीड पोस्ट से प्रेषित की जायेगी।

धारा 80 की उप-धारा (5) के अधीन समीक्षा की समय-सीमा

58. (1) राज्य सरकार या तो स्वप्रेरणा से या नियोजक या किसी कर्मकार द्वारा आवेदन किये जाने पर, धारा 80 की उप-धारा (2) के अधीन अनुज्ञा स्वीकृत करते हुए या उसे अस्वीकृत करते हुए अपने आदेश की समीक्षा कर सकेगी।

(2) नियोजक या संबंधित कोई कर्मकार उप-नियम (1) में निर्दिष्ट आदेश के साथ, ऐसे आदेश के किए जाने की तारीख से तीस दिन के भीतर, उस आदेश की समीक्षा के लिए राज्य सरकार को आवेदन कर सकेगा और वह सरकार, ऐसे आवेदन किए जाने की तारीख से दो महीने के भीतर, संबंधित पक्षों को सुनवाई का अवसर प्रदान करने के पश्चात उस आवेदन का निपटारा करेगी।

(3) जहां राज्य सरकार, उप-धारा (1) में निर्दिष्ट आदेश की अपनी ओर से समीक्षा करने का निर्णय लेती है, वहां वह आदेश किए जाने की तारीख से एक महीने के भीतर आवश्यक कदम उठा सकेगी और

संबंधित पक्षों को सुनवाई का अवसर प्रदान करने के पश्चात, ऐसे निर्णय लिए जाने की तारीख से दो महीने की अवधि के भीतर ऐसी समीक्षा का निपटारा कर सकेगी।

अध्याय-ग्यारह
कर्मकार पुन: कौशलकरण निधि

धारा 83 की उप-धारा (2) के खंड (ख) के अधीन कर्मकार पुन: कौशलकरण निधि का गठन और उसके संसाधन

59. (1) संहिता की धारा 83 की उप-धारा (1) के अधीन स्थापित कर्मकार पुन: कौशलकरण निधि, धारा 83 की उप-धारा (2) के खण्ड (क) में विनिर्दिष्ट अंशदान सहित निम्नलिखित से मिलकर बनेगी-

(क) केन्द्रीय सरकार या केन्द्रीय सरकार के प्राधिकरण या उपक्रम या किसी अन्य व्यक्ति से प्राप्त अंशदान;

(ख) राज्य सरकार या प्राधिकरण या बोर्ड या निगम या उपक्रम या किसी विधि द्वारा गठित और राज्य सरकार के नियंत्रण में प्रचालनरत किसी अन्य निकाय, या किसी अन्य व्यक्ति से प्राप्त अंशदान;

(ग) उप-नियम (3) के अनुसार इस संहिता के अधीन किसी कर्मकार या कर्मकारों की छंटनी करने वाले नियोजक से प्राप्त अंशदान।

(2) प्रत्येक नियोजक, जिसने इस संहिता के अधीन किसी कर्मकार या कर्मकारों की छंटनी की है, छंटनी के समय दस दिन के अन्दर ऐसे छंटनी किये गये कर्मकार या कर्मकारों के अन्तिम आहरित वेतन के पन्द्रह दिन के बराबर धनराशि इलेक्ट्रानिक रूप से ऐसे बोर्ड की निधि में अन्तरित करेगा।

धारा 83 की उप-धारा (3) के अधीन उत्तर प्रदेश कर्मकार पुन: कौशलकरण निधि के उपयोग किये जाने की रीति

60. (1) निधि का नाम एवं अन्य विवरण विभागीय वेबसाइट तथा श्रम आयुक्त, उत्तर प्रदेश की वेबसाइट पर प्रदर्शित किया जाएगा।

(2) इस निधि का प्रशासन एवं संचालन राज्य सरकार द्वारा इस निमित्त विधिवत् नियुक्त प्राधिकारी द्वारा किया जाएगा।

(3) नियम 59 के उप-नियम (2) के अधीन इस प्रकार प्राप्त निधि में अंशदान, राज्य सरकार या श्रम आयुक्त, उत्तर प्रदेश या इस निमित्त उप-नियम (2) के अधीन राज्य सरकार द्वारा नियुक्त प्राधिकारी द्वारा

नियोजक से निधि प्राप्त होने के पैंतालीस दिन के भीतर प्रत्येक कर्मकार या कर्मकारों के खाते में इलेक्ट्रानिक रूप से अंतरित किया जाएगा, ताकि वह कर्मकार उस धनराशि का उपयोग अपने पुनः कौशलकरण विकास के लिए कर सके।

(4) नियोजक प्रत्येक छंटनी किए गए कर्मकार का नाम, प्रत्येक कर्मकार के संबंध में अंतिम आहरित पन्द्रह दिन के वेतन के समतुल्य धनराशि तथा उनके बैंक खाते का विवरण सहित सूची भी प्रस्तुत करेगा, ताकि राज्य सरकार उनके संबंधित खातों में धनराशि अंतरित कर सके।

(5) राज्य सरकार पुनः कौशलकरण निधि के पर्यवेक्षण के लिये नया पोर्टल विकसित कर सकती है।

अध्याय-बारह
अपराध और शास्तियां

धारा 89 की उपधारा (1) और (4) के अधीन राजपत्रित अधिकारी द्वारा अपराध के प्रशमन की रीति और किसी अपराध के प्रशमन के लिए आवेदन करने की रीति–

61. (1) धारा 89 की उप-धारा (1) के अधीन अपराधों के प्रशमन के प्रयोजनों के लिए राज्य सरकार द्वारा अधिसूचित अधिकारी (जिसे आगे प्रशमन अधिकारी कहा जाएगा) की यह राय है कि संहिता के अधीन कोई अपराध जिसके लिए उक्त धारा के अधीन शमनीय है और जिसके संबंध में अभियोजन संस्थित नहीं है, अभियुक्त को नामनिर्दिष्ट पोर्टल के माध्यम से तीन भागों वाले **प्रपत्र-बत्तीस** में नोटिस भेजेगा।

(2) **प्रपत्र-बत्तीस** के भाग एक में प्रशमन अधिकारी अन्य बातों के साथ-साथ निम्नलिखित निर्दिष्ट करेगा-

(क) अपराधी का नाम और उसके अन्य विवरण;

(ख) अपराध का विवरण और वह धारा जिसके अधीन अपराध किया गया है; और

(ग) ऐसे अपराध के प्रशमन के लिए भुगतान की जाने वाली प्रशमन राशि।

(3) **प्रपत्र-बत्तीस** के भाग दो में, प्रशमन अधिकारी अपराध का प्रशमन न किए जाने पर परिणामों को निर्दिष्ट करेगा, तथा उक्त प्रपत्र के भाग तीन में अभियुक्त द्वारा दायर किया जाने वाला आवेदन होगा, यदि वह अपराध का प्रशमन करना चाहता है।

(4) उप-नियम (1) में निर्दिष्ट प्रत्येक नोटिस में एक सतत विशिष्ट संख्या होगी, जिसमें अक्षर या अंक होंगे तथा अन्य विवरण जैसे कि संबंधित प्रशमन अधिकारी, औद्योगिक अधिष्ठान, वर्ष, स्थान तथा निरीक्षण का प्रकार आसान पहचान के उद्देश्य से होगा।

(5) अभियुक्त, जिसे उप-नियम (1) में निर्दिष्ट नोटिस दिया गया है, वह **प्रपत्र-बत्तीस** के भाग तीन में विधिवत भरा हुआ आवेदन प्रशमन अधिकारी को इलेक्ट्रॉनिक रूप से भेज सकता है तथा प्रशमन राशि को इलेक्ट्रॉनिक रूप से, या नकद, या डिमांड ड्राफ्ट के रूप में, नोटिस की प्राप्ति के पंद्रह दिनों के भीतर, नोटिस में प्रशमन अधिकारी द्वारा निर्दिष्ट खाते में जमा कर सकता है।

(6) जहां अभियुक्त के विरुद्ध सक्षम अधिकारिता वाले न्यायालय में अभियोजन पहले ही संस्थित किया जा चुका है, अभियुक्त ऐसे न्यायालय में अपने विरुद्ध अपराध का प्रशमन करने के लिए आवेदन कर सकता है और वह न्यायालय आवेदन पर विचार करने के पश्चात धारा 89 के उपबंधों तथा इस नियम में निर्दिष्ट प्रक्रिया के अनुसार प्रशमन अधिकारी द्वारा अपराध का प्रशमन करने की अनुमति दे सकता है।

(7) यदि अभियुक्त उपनियम (5) की अपेक्षा का अनुपालन करता है, तो प्रशमन अधिकारी अभियुक्त द्वारा जमा की गई धनराशि के लिए अपराध का प्रशमन करेगा और-

(क) यदि अभियोजन संस्थित किए जाने से पूर्व अपराध का प्रशमन किया जाता है, तो अभियुक्त के विरुद्ध अभियोजन के लिए कोई परिवाद संस्थित नहीं किया जाएगा;

(ख) यदि अपराध का प्रशमन धारा 85 के अधीन कार्यवाही लंबित रहने तक किया जाता है, तो प्रशमन अधिकारी उस धारा में निर्दिष्ट अधिकारी को प्रशमन की सूचना देगा, जो सूचना दिए जाने के पश्चात ऐसे अपराध के अभियुक्त व्यक्ति के संबंध में कार्यवाही बंद कर देगा; और

(ग) यदि उप-नियम (6) के अधीन अभियोजन संस्थित करने के पश्चात न्यायालय की अनुमति से अपराध का प्रशमन किया जाता है, तो प्रशमन अधिकारी मामले को बंद मानेगा तथा अपराध के प्रशमन की सूचना उस सक्षम न्यायालय को देगा,

जिसके द्वारा ऐसा प्रशमन अनुज्ञात किया गया था तथा ऐसी सूचना प्राप्त होने के पश्चात न्यायालय अभियुक्त को उन्मोचित कर देगा तथा अभियोजन को बंद कर देगा।

(8) प्रशमन अधिकारी राज्य सरकार के निदेश, नियंत्रण तथा पर्यवेक्षण के अधीन रहते हुए इस नियम के अधीन अपराध का प्रशमन करने की शक्तियों का प्रयोग करेगा।

अध्याय-तेरह
प्रकीर्ण

धारा 90(4) के अधीन संरक्षित कर्मकार

62. (1) किसी औद्योगिक अधिष्ठान से जुड़ा प्रत्येक रजिस्ट्रीकृत व्यवसाय संघ, जिस पर संहिता के उपबंध लागू होते हैं, प्रत्येक वर्ष 30 अप्रेल से पहले नियोजक को ऐसे व्यवसाय संघ के ऐसे अधिकारियों के नाम और पते बताएगा जो उस अधिष्ठान में कार्यरत हैं और जिन्हें ऐसे व्यवसाय संघ की राय में संरक्षित कर्मकारों के रूप में मान्यता दी जानी चाहिए।

(2) उप-नियम (1) में निर्दिष्ट व्यवसाय संघ के किसी अधिकारी की पदवी में कोई परिवर्तन ऐसे व्यवसाय संघ द्वारा ऐसे परिवर्तन के पंद्रह दिनों के भीतर नियोजक को सूचित किया जाएगा।

(3) नियोजक उप-नियम (1) के अधीन व्यवसाय संघ से नाम और पते प्राप्त होने के पंद्रह दिनों के भीतर और धारा 90 की उप-धारा (3) और उप-धारा (4) के उपबंधों के अधीन, ऐसे श्रमिकों को उक्त धारा के प्रयोजनों के लिए संरक्षित कर्मकारों के रूप में मान्यता देगा और ऐसे व्यवसाय संघ को, लिखित रूप में, ऐसे संचार की तारीख से बारह महीने की अवधि के लिए संरक्षित कर्मकारों के रूप में मान्यता प्राप्त कर्मकारों की सूची बताएगा।

(4) जहां उप-नियम (1) के अधीन नियोजक द्वारा प्राप्त नामों की कुल संख्या धारा 90 की उप-धारा (4) के अधीन औद्योगिक अधिष्ठान के लिए स्वीकार्य संरक्षित कर्मकारों की अधिकतम संख्या से अधिक है, नियोक्ता केवल ऐसे अधिकतम संख्या के कर्मकारों को संरक्षित कर्मकारों के रूप में मान्यता देगा:

परन्तु यह कि जहां औद्योगिक अधिष्ठान में एक से अधिक रजिस्ट्रीकृत व्यवसाय संघ हैं, नियोजक द्वारा अधिकतम संख्या को

व्यवसाय संघ के बीच इस तरह वितरित किया जाएगा कि व्यक्तिगत व्यवसाय संघों में मान्यता प्राप्त संरक्षित कर्मकारों की संख्या व्यावहारिक रूप से व्यवसाय संघों की सदस्यता के आंकड़ों के समान अनुपात में होगी, और नियोजक उस मामले में प्रत्येक संबंधित व्यवसाय संघ के अध्यक्ष या सचिव को लिखित रूप से उसे आवंटित संरक्षित कर्मकारों की संख्या की सूचना देगा:

परन्तु अग्रतर यह भी कि जहां इस उप-नियम के तहत ऐसे व्यवसाय संघ को आवंटित संरक्षित कर्मकारों की संख्या संरक्षण चाहने वाले ऐसे व्यापार संघ के अधिकारियों की संख्या से कम है, तो वह व्यापार संघ संरक्षित कर्मकारों के रूप में मान्यता दिए जाने वाले अधिकारियों का चयन करने का हकदार होगा, और ऐसा चयन उस व्यवसाय संघ द्वारा किया जाएगा तथा इस संबंध में नियोजक की लिखित सूचना प्राप्त होने के पांच दिन के भीतर नियोजक को सूचित किया जाएगा।

(5) जहां इस नियम के तहत संरक्षित कर्मकारों की मान्यता से संबंधित किसी भी मामले में नियोजक और किसी भी रजिस्ट्रीकृत व्यवसाय संघ के बीच कोई विवाद उत्पन्न होता है, ऐसे विवाद को संबंधित अपर/उप श्रम आयुक्त को भेजा जाएगा, जिसका निर्णय अंतिम होगा।

धारा 91 के अधीन किसी क्षुब्ध कर्मकार द्वारा शिकायत किये जाने की रीति

63. (1) संहिता की धारा 91 के अधीन प्रत्येक शिकायत हस्ताकृत रूप से या इलेक्ट्रॉनिक रूप से तथा रजिस्ट्रीकृत डाक या स्पीड पोस्ट द्वारा प्रपत्र-तैंतीस में की जाएगी तथा उसके साथ उतनी प्रतियां संलग्न की जाएंगी, जितनी शिकायत में उल्लिखित विपरीत पक्षों की हैं।

(2) उप-नियम (1) के अधीन प्रत्येक शिकायत को शिकायत करने वाले कर्मचारी द्वारा या कर्मचारी के प्राधिकृत प्रतिनिधि द्वारा सत्यापित किया जाएगा, जो मामले के तथ्यों से परिचित होने के लिए, सुलह अधिकारी, मध्यस्थ या अधिकरण की संतुष्टि के लिए सिद्ध हो।

धारा 94 की उप-धारा (1) के अधीन किसी कार्यवाही में प्रतिनिधित्व करने

64. जहां कर्मकार किसी व्यवसाय संघ का सदस्य न हो, वहां उद्योग में नियोजित किसी अन्य कर्मकार से या द्वारा सम्बद्ध किसी व्यवसाय संघ जिसमें वह नियोजित हो, के कार्यकारी सदस्य या अन्य पदाधिकारी को संहिता के अधीन ऐसे विवाद, जिसमें कर्मकार एक

के लिए कर्मकार को प्राधिकृत किये जाने की रीति

पक्षकार हो, से सम्बन्धित किसी कार्यवाही में अपना प्रतिनिधित्व किये जाने के लिए **प्रपत्र-चौंतीस** में प्राधिकृत किया जा सकता है।

धारा 94 की उप-धारा (1) के अधीन किसी कार्यवाही में प्रतिनिधित्व करने के लिए कर्मकार को प्राधिकृत किये जाने की रीति

65. जहां नियोजक किसी नियोजक संघ का सदस्य नहीं है, वहां वह **प्रपत्र- चौंतीस** में किसी नियोजक संघ के किसी अधिकारी को, जो उस उद्योग से संबंधित है या किसी अन्य नियोजक द्वारा, जिसमें नियोजक लगा हुआ है, संहिता के अधीन किसी कार्यवाही में, जिसमें नियोजक एक पक्ष है, उसका प्रतिनिधित्व करने के लिए प्राधिकृत कर सकता है।

साक्षी का व्यय

66. प्रत्येक व्यक्ति, जो समन प्राप्त होने पर हाजिर होता है या अन्यथा उपस्थित होता है, उसी दर पर व्यय भत्ते का हकदार होगा जो उस राज्य यथा स्थिति, जहाँ ऐसी जांच, न्यायनिर्णयन या मध्यस्थता संचालित की जा रही है, के सिविल न्यायालय में साक्षियों पर लागू होती है।

संसूचना के लिए प्रकाशन

67. इस नियमावली के अधीन संदेशों और दस्तावेजों की तामील के लिए संसूचना के प्रयोजनों के लिए, राज्य सरकार, अधिकरण, प्रत्येक नियोजक जिसके लिए राज्य सरकार समुचित सरकार है, प्रत्येक व्यवसाय संघ, वार्ताकारी संघ या वार्ताकारी परिषद के घटक और इस नियमावली में निर्दिष्ट प्रत्येक प्राधिकारी, अपने-अपने लेटर हेड में, यथास्थिति, अपना ई-मेल आईडी या वेबसाइट या पोर्टल या उनमें से कोई या सभी को विनिर्दिष्ट करेंगे।

अभिलेखों, रजिस्टरों, प्रपत्रों, नोटिस और डिस्प्ले बोर्ड का अनुरक्षण

68. (1) सभी अभिलेख, रजिस्टर, प्रपत्र, नोटिस, डिस्प्ले बोर्ड और अन्य दस्तावेज जिन्हें संहिता और इस नियमावली के अधीन अनुरक्षित किया जाना आवश्यक है, उन्हें भी यथा अपेक्षित प्रारूप में या अपेक्षित जानकारी के साथ इलेक्ट्रॉनिक रीति से अनुरक्षित किया जाएगा।

(2) उप-नियम (1) में निर्दिष्ट अभिलेख, रजिस्टर, प्रपत्र, नोटिस, डिस्प्ले बोर्ड और अन्य दस्तावेज अभिलेखों के प्रतिधारण की आवश्यकता का

अनुपालन करेंगे और निरीक्षक-सह-सुविधाकर्ता या संहिता या इस नियमावली के अधीन निमित्त विनिर्दिष्ट संबंधित प्राधिकारी द्वारा अपेक्षित होने पर प्रस्तुत या दिखाए जाएंगे।

आयुक्त की नियुक्ति

69. जहां धारा 59 की उपधारा (3) के अधीन उक्त धारा की उपधारा (2) में निर्दिष्ट लाभ के मुद्रा मूल्य की गणना करने के प्रयोजनार्थ आयुक्त की नियुक्ति करना आवश्यक है, वहां अधिकरण निम्नलिखित को नियुक्त कर सकता है -

(क) उक्त धारा की उप-धारा (2) में निर्दिष्ट प्रश्न को समाविष्ट करने वाले विशिष्ट उद्योग, व्यवसाय, कारबार या क्षेत्र में अनुभव रखने वाला व्यक्ति; या

(ख) ऐसा व्यक्ति जो किसी सिविल न्यायालय का न्यायाधीश रह चुका हो; या

(ग) वैतनिक मजिस्ट्रेट; या

(घ) किसी केंद्रीय अधिनियम के अधीन गठित अधिकरण या संहिता के अधीन गठित अधिकरण या राष्ट्रीय औद्योगिक अधिकरण का रजिस्ट्रार या सचिव।

आयुक्त आदि के लिए फीस

70. (1) अधिकरण, पक्षों से परामर्श के पश्चात नियम 69 में निर्दिष्ट आयुक्त द्वारा जांच की संभावित अवधि का अनुमान लगाएगा तथा उसके द्वारा उपगत फीस और अन्य आनुषंगिक व्यय की राशि निर्धारित करेगा।

(2) अधिकरण, आयुक्त को फीस और अन्य आनुषंगिक व्यय का भुगतान, विनिर्दिष्ट समय के भीतर, ऐसे पक्ष या पक्षों द्वारा और ऐसे अनुपात में, जैसा वह उचित समझे, निकटतम कोषागार में करने का निदेश देगा।

(3) आयुक्त तब तक अपनी रिपोर्ट प्रस्तुत नहीं करेगा, जब तक कि उप-नियम (2) में निर्दिष्ट राशि के कोषागार में जमा होने की रसीद अधिकरण के समक्ष दाखिल नहीं कर दी जाती है;

परन्तु यह कि अधिकरण, लिखित रूप में अभिलिखित किए जाने वाले कारणों से, निदेश दे सकता है कि कोई अतिरिक्त राशि या राशियां ऐसे समय के भीतर और ऐसे पक्षों द्वारा कोषागार में जमा की जाएं, जैसा वह उचित समझे।

परन्तु यह भी कि अधिकरण अपने विवेकानुसार, कोषागार में ऐसी राशि जमा करने के लिए समय बढ़ा सकता है।

(4) अधिकरण किसी भी समय, लिखित रूप में अभिलिखित किए जाने वाले कारणों से, पक्षकारों के परामर्श से आयुक्त की फीस की राशि में परिवर्तन कर सकता है।

(5) अधिकरण निदेश दे सकता है कि फीस आयुक्त को ऐसी किस्तों में और ऐसे दिनांक को वितरित की जाएगी, जैसा वह उचित समझे।

(6) इस नियम के तहत जमा की गई राशि का वितरित न किया गया शेष, यदि कोई हो, संबंधित पक्ष या पक्षों को उसी अनुपात में प्रतिदाय किया जाएगा, जिस अनुपात में वह राशि जमा की गई थी।

रिपोर्ट प्रस्तुत करने का समय

71 (1) धारा 59 की उपधारा (3) के अधीन आयुक्त की नियुक्ति के लिए प्रत्येक आदेश में आयुक्त को अपनी रिपोर्ट प्रस्तुत करने के लिए पर्याप्त समय देते हुए एक तिथि दर्शाई जाएगी।

(2) यदि किसी कारण से आयुक्त को यह अनुमान हो कि उसकी रिपोर्ट प्रस्तुत करने के लिए निर्धारित तिथि पार हो जाने की संभावना है, तो वह उक्त तिथि की समाप्ति से पूर्व, इसके आधार बताते हुए समय विस्तार के लिए आवेदन करेगा और अधिकरण, विचार करने के पश्चात, ऐसे आवेदन पर उपयुक्त आदेश पारित करेगा;

परन्तु यह कि अधिकरण, यदि वह पर्याप्त कारण से उचित समझे, समय विस्तार प्रदान कर सकता है, भले ही उप-नियम (1) के अधीन अनुज्ञात समय सीमा के भीतर आयुक्त से ऐसे विस्तार के लिए कोई आवेदन प्राप्त न हुआ हो।

आज्ञा से,

(डॉ0 आशीष कुमार गोयल)
अपर मुख्य सचिव।

संख्या- 1178 (1)/36-2-2026-1394213, तददिनांक,

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

(1) नियमावली की अंग्रेजी प्रति सहित संयुक्त निदेशक, राजकीय मुद्रणालय, ऐशबाग, लखनऊ को इस अनुरोध के साथ प्रेषित कि कृपया उक्त नियमावली दिनांक 16अक्टूबर, 2026 को असाधारण गजट के विधायी परिशिष्ट-4 (खण्ड-क) में प्रकाशित कर उसकी 600 मुद्रित प्रतियाँ श्रम अनुभाग-02, 8वां तल, बापू भवन, उत्तर प्रदेश शासन एवं 300 प्रतियाँ श्रम आयुक्त, उत्तर प्रदेश, कानपुर पेटी संख्या-220 को तत्काल उपलब्ध कराने का कष्ट करें।

(2) निजी सचिव, अपर मुख्य सचिव, मा0 मुख्यमंत्री, उत्तर प्रदेश शासन।

(3) निजी सचिव, मा0 मंत्री, श्रम एवं सेवायोजन, समन्वय विभाग, उत्तर प्रदेश शासन।

(4) श्रमायुक्त, उत्तर प्रदेश।

(5) विभागाध्यक्ष, औद्योगिक न्यायाधिकरण एवं श्रम न्यायालय, उत्तर प्रदेश, प्रयागराज।

(6) समस्त मण्डलायुक्त, उत्तर प्रदेश (द्वारा श्रमायुक्त, उत्तर प्रदेश)।

(7) समस्त जिलाधिकारी, उत्तर प्रदेश (द्वारा श्रमायुक्त, उत्तर प्रदेश)।

(8) समस्त विशेष सचिव, श्रम एवं सेवायोजन विभाग, उत्तर प्रदेश शासन।

(9) समस्त अपर/उप/सहायक श्रमायुक्त, उत्तर प्रदेश (द्वारा श्रमायुक्त, उत्तर प्रदेश)।

(10) समस्त अनुभाग, श्रम विभाग, उत्तर प्रदेश शासन।

(11) गार्ड फाइल।

आज्ञा से

(अवनीन्द्र कुमार शुक्ल)
संयुक्त सचिव।

प्रपत्र- 1

(धारा-2(zi)) (नियम -3 का उपनियम 7)

(सुलह कार्यवाही के दौरान या अन्यथा हुये समझोते का ज्ञापन)

पक्षकरों का नाम- .....

नियोजक(कों) का प्रतिनिधित्व- .....

कर्मकारों का प्रतिनिधित्व- .....

मामले का संक्षिप्त विवरण

.....

.....

समझौते की शर्तें

1. .....

2. .....

3. .....

गवाहों के हस्ताक्षर	पक्षों के हस्ताक्षर
1.	1. .....
(नाम और पदनाम)	(नाम और पदनाम)
2.	2. .....
(नाम और पदनाम)	(नाम और पदनाम)

*सुलह अधिकारी के हस्ताक्षर

प्रतिलिपि :

(1) क्षेत्रीय अपर/उप श्रमायुक्त, उत्तर प्रदेश

(2) सुलह अधिकारी, उत्तर प्रदेश

*यदि नियोजक और उसके कर्मकारों के मध्य समझौता, संराधन कार्यवाही के अतिरिक्त किसी अन्य तरीके से होता है तो समझौता का ज्ञापन सम्बन्धित क्षेत्रीय अपर/उप श्रम आयुक्त एवं संराधन अधिकारी को भेजा जायेगा।

प्रपत्र- 2

(धारा-7(j)) [नियम 9 का उप-नियम 7]

लेखा परीक्षक की घोषणा

अधोहस्ताक्षरी को ..... (संघ) की सभी पुस्तकों और खातों तक पहुंच प्राप्त हो गई है और पूर्वगामी कथन की जांच की है और उससे संबंधित खाता वाउचरों के साथ उसका सत्यापन किया है,

अब इसे सही, विधिवत् प्रमाणित और कानून के अनुसार, टिप्पणियों के अधीन, यदि कोई हो, तो इसके साथ संलग्न पाया गया है और यह भी प्रमाणित करता हूं कि ..... (संघ) ने अपने सदस्यता रजिस्टर और खातों को उचित रूप से बनाए रखा है और सदस्य ने ..... (संघ) को अपनी सदस्यता शुल्क का भुगतान किया है जैसा कि संघ के सामान्य निधि खाते के पूर्वगामी विवरण में दिखाया गया है, टिप्पणियों के अधीन, यदि कोई हो, तो इसके साथ संलग्न।

(1) लेखा परीक्षक

(2) लेखा परीक्षक

नोट: - प्रत्येक लेखा परीक्षक को अपने हस्ताक्षर से पहले यह बताना होगा कि नियम-28 के संदर्भ में वह किस हैसियत से ट्रेड यूनियन के लेखों का लेखा परीक्षण करने के लिए योग्य है।

प्रपत्र 3

(धारा-9 (1)) (नियम 10)

ट्रेड यूनियन के पंजीकरण के लिए आवेदन

.....दिनांक ..... दिन ..... 20.....

1. हम ..... के नाम से एक ट्रेड यूनियन के पंजीकरण के लिए आवेदन करते हैं।
2. यूनियन के मुख्य कार्यालय का पता ..... है।
3. यूनियन दिनांक ..... को अस्तित्व में आई और इस आवेदन की तारीख को इसके नाम पर ..... सदस्य हैं।
4. यूनियन ..... उद्योग (या पेशे) में लगे नियोक्ता/श्रमिकों का संघ है।
5. सदस्यों के प्रस्ताव द्वारा हमें यह आवेदन करने के लिए विधिवत अधिकृत किया गया है

आवेदनकर्ता का नाम	हस्ताक्षर	पेशा	पता	सम्पर्क सूत्र
1.....				
2.....				
3.....				
4.....				
5.....				
6.....				
7.....				

अनुलग्नक- 1. अनुसूची I: पदाधिकारियों की सूची
2. अनुसूची II: नियमों का संदर्भ
3. अनुसूची III: संपत्ति और देयताएं

4. अनुसूची IV: पदाधिकारियों की सहमति
5. आवेदक द्वारा हलफनामा
6. ट्रेड यूनियन के संविधान या उपनियमों की प्रति, साथ ही ऐसे संविधान या उपनियमों को अपनाने वाले प्रस्ताव की प्रति।
7. आवेदक को आवेदन करने के लिए अधिकृत करने वाले प्रस्ताव की प्रति।
8. ट्रेड यूनियन के महासंघ या केंद्रीय संगठन के मामले में, प्रत्येक सदस्य यूनियन के सदस्यों द्वारा प्रस्ताव की प्रति।

सेवा में,
रजिस्ट्रार, ट्रेड यूनियन
उत्तर प्रदेश

प्रपत्र - 4

(धारा 8 (1)(a) नियम 11)

(ट्रेड यूनियन रजिस्ट्रार, उत्तर प्रदेश के समक्ष ट्रेड यूनियन के पंजीकरण के लिए शपथ पत्र का मानक प्रारूप)

साक्षीगण प्रस्तुत करते हैं:

1. कि हमने औद्योगिक संबंध संहिता 2020 की धारा 8 की उपधारा (1) सहपठित नियम 10 के अंतर्गत ट्रेड यूनियन के पंजीकरण हेतु .....(ट्रेड यूनियन का प्रस्तावित नाम) नाम से आवेदन किया है।
2. कि हम उक्त यूनियन के पंजीकरण हेतु आवेदन करने हेतु विधिवत् प्राधिकृत हैं।
3. कि आवेदन की विषय-वस्तु तथा आवेदन के साथ संलग्न दस्तावेज सत्य एवं सही हैं तथा कुछ भी छिपाया नहीं गया है।
4. कि यूनियन के नाम के किसी वैध दावेदार के मामले में, हम रजिस्ट्रार ट्रेड यूनियन, उ.प्र. के निर्देशानुसार प्रमाण-पत्र समर्पित कर देंगे तथा यूनियन का नाम बदल देंगे।
5. कि किसी भी सदस्य अथवा पदाधिकारी को कभी भी भारतीय न्यायालय द्वारा नैतिक अधमता से संबंधित किसी अपराध के लिए दोषी नहीं ठहराया गया है तथा कारावास की सजा नहीं दी गई है।
6. कि प्रपत्रों एवं अनुसूचियों तथा अन्य दस्तावेजों के अनुसार दिए गए सभी विवरण सत्य हैं।
7. कि संघ का दायरा _____ (प्रतिष्ठान का नाम) के कर्मचारियों के लिए होगा।
8. कि _____ (प्रतिष्ठान का नाम) में _____ कर्मचारी काम कर रहे हैं और जिनमें से _____ कर्मचारी हमारे संघ के सदस्य हैं।
9. कि मैं इस आवेदन के प्रयोजन के लिए रजिस्ट्रार द्वारा अपेक्षित अन्य दस्तावेज और/या सूचना प्रस्तुत करूंगा।
10. कि यह मेरा सच्चा कथन है और इसमें कुछ भी नहीं छिपा है और इसका कोई भी हिस्सा झूठा नहीं है।
11. कि यदि प्रस्तुत की गई कोई भी सूचना/दस्तावेज झूठा, तुच्छ या गलत पाया जाता है तो प्राधिकारी मेरे खिलाफ उचित कार्रवाई करने के लिए स्वतंत्र होगा।
12. कि सत्यापन के लिए ट्रेड यूनियन सदस्यों की सूची सत्यापित आधार संख्या के साथ हलफनामे के साथ संलग्न है और किसी भी सदस्य को आधार साझा करने के लिए मजबूर नहीं किया गया है।

क्रम संख्या	नाम	पदनाम	पेशा	पता	सम्पर्क सूत्र
1.					
2.					
3.					
4.					
5.					
6.					
7.					

सत्यापन

यह सत्यापित किया जाता है कि उपरोक्त हलफनामे की विषय-वस्तु मेरे/हमारे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य और सही है।

दिनांक ...../...../.....(दिन/ माह/ वर्ष)

आवेदक(ओं) के हस्ताक्षर

अनुसूची-1

पदाधिकारियों की सूची

क्रम संख्या	पद	नाम	उम्र	पता	पेशा
1.					
2.					

नोट: अनुसूची में संघ की कार्यकारिणी के सभी सदस्यों (सभी मानद या अस्थायी सदस्यों सहित) के नाम दर्ज करें, जैसा कि कॉलम III में दर्शाया गया है, कार्यकारिणी के सदस्यों के रूप में उनके पदों के अलावा उनके द्वारा धारित किसी भी पद (जैसे अध्यक्ष, सचिव, कोषाध्यक्ष आदि) के नाम दर्ज करें।

अनुसूची-2

नियमों का संदर्भ

विभिन्न मामलों के लिए प्रावधान करने वाले नियमों की संख्या नीचे कॉलम-1 में दी गई है:-

मामला	नियम संख्या
1	2
संघ का नाम	
जिन उद्देश्यों के लिए संघ की स्थापना की गई है	
वे उद्देश्य जिनके लिए संघ की सामान्य निधि लागू होगी	

वे उद्देश्य जिनके लिए संघ की नागरिक और राजनीतिक निधि (यदि कोई हो) लागू होगी	
सदस्यों की सूची का रखरखाव	
अधिकारियों एवं सदस्यों द्वारा सदस्यों की सूची के निरीक्षण हेतु उपलब्ध करायी गयी सुविधाएँ	
सामान्य सदस्यों का प्रवेश	
मानद या अस्थायी सदस्यों का प्रवेश	
वे शर्तें जिनके तहत सदस्य नियमों द्वारा सुनिश्चित लाभों के हकदार हैं	
वे स्थितियाँ जिनके अंतर्गत जुर्माना या ज़ब्ती लगाई या भिन्न की जा सकती है	
वह तरीका जिससे नियमों में संशोधन, परिवर्तन या रद्द किया जाएगा	
जिस प्रकार कार्यकारिणी के सदस्यों तथा संघ के अन्य पदाधिकारियों की नियुक्ति व हटायी जायेगी	
निधि की सुरक्षित अभिरक्षा	
खातों का वार्षिक ऑडिट	
अधिकारियों एवं सदस्यों द्वारा खाता बहियों के निरीक्षण की सुविधाएँ	
जिस तरीके से संघ को भंग किया जा सकता है	

अनुसूची-3

(यदि पंजीकरण के लिए आवेदन की तारीख से एक वर्ष से कम समय पहले संघ अस्तित्व में आया हो तो इसे भरने की आवश्यकता नहीं है)

देनदारियों और परिसम्पत्ति का विवरण.....दिन.....माह.....वर्ष

देयताएं	रू0	सम्पति	रू0
सामान्य निधि की राशि	.....	नकद	.....
राजनीतिक निधि की राशि	.....	कोषाध्यक्ष के पास.....	
लिए गये ऋण	.....	सचिव के हाथों में.....	
		..... बैंक में	
		..... बैंक में	
		प्रतिभूतियों की सूची	.....
		अदत्त सदस्यता देय	.....
		ऋण	.....

देय ऋण.....

अन्य देयताएं
(स्पष्ट उल्लेख किया जाये)

अचल सम्पत्ति .....

सामान व फर्नीचर .....
अन्य परिसम्पत्तियां .....
(स्पष्ट उल्लेख किया जाये)

कुल देयताएं .....

कुल परिसम्पत्ति .....

प्रतिभूतियों की सूची

विवरण	अंकित मूल्य	बाजार मूल्य (खाता बंदी की तिथि को)	के हाथों में

हस्ताक्षर

1. .....
2. .....
3. .....
4. .....
5. .....
6. .....
7. .....

अनुसूची-4

एतद्द्वारा ..... (व्यवसाय संघ का नाम) के पदाधिकारी चुने जाने के लिए अपनी सहमति व्यक्त करते हैं।

हस्ताक्षर पद का नाम

पर हस्ताक्षर किये

1. .....
2. .....
3. .....
4. .....
5. .....

6. .....
7. .....
8. .....
9. .....
10. .....

प्रपत्र- 5
(धारा-9(2)) (नियम 13)
ट्रेड यूनियन के पंजीकरण का प्रमाण पत्र

पंजीयन संख्या -

यह प्रमाणित किया जाता है कि .....को औद्योगिक संबंध संहिता, 2020 के तहत ट्रेड यूनियन के रूप में आज .....दिनांक.....माह.....वर्ष को पंजीकृत किया गया है।

रजिस्ट्रार की मुहर

रजिस्ट्रार, ट्रेड यूनियन्स, उत्तर प्रदेश ।

प्रपत्र 6
(धारा-9(3)) (नियम 14)
ट्रेड यूनियनों का रजिस्टर

1. क्रम संख्या	
2. संघ का नाम	
3. प्रधान कार्यालय का पता	
4. पंजीकरण की तिथि	
5. आवेदन प्रपत्र की संख्या	
6. आवेदन करने वाले सदस्यों की सूची पंजीकरण	
7.	संघ के पदाधिकारी

संघ के पदाधिकारियों का नाम	कार्यालय में प्रवेश का वर्ष	नाम	प्रवेश के समय उम्र	पता	पेशा	कार्यालय त्यागने का वर्ष	कार्यकारिणी की सदस्यता के अतिरिक्त अन्य पद दिनांक सहित
	1	2	3	4	5	6	7
(1)							
(2)							
(3)							
(4)							
(5)							
(6)							
(7)							

प्रपत्र 7

(धारा-9(5)) (नियम 15)

ट्रेड यूनियन द्वारा पंजीकरण प्रमाण पत्र वापस लेने या निरस्त करने के लिये आवेदन

ट्रेड यूनियन का नाम.....

पता.....

पंजीयन संख्या.....

पंजीयन दिनांक.....दिन.....माह.....वर्ष

सेवा में,

ट्रेड यूनियनों के रजिस्ट्रार, उ0प्र0।

उपर्युक्त ट्रेड यूनियन चाहता है कि ट्रेड यूनियन अधिनियम-1926/औद्योगिक संबंध संहिता-2020 के तहत उसका पंजीकरण प्रमाण पत्र वापस लिया जाये या रद्द किया जाये। दिनांक.....माह.....वर्ष..... को विधिवत रूप से आयोजित एक आम सभा* में पारित प्रस्ताव इस प्रकार है।

(यहाँ प्रस्ताव की सटीक एवं सच्ची प्रति दी गयी है।)

(हस्ताक्षरित)

अध्यक्ष/महासचिव

*यदि आमसभा की बैठक में नही, तो बतायें कि अनुरोध पर किस प्रकार निर्णय लिया गया है।

प्रपत्र- 8

(धारा-11(1) (3)) [नियम 18 का उपनियम (1)]

ट्रेड यूनियन में परिवर्तन के सम्बन्ध में रजिस्ट्रार ट्रेड यूनियन, उ0प्र0 को सूचना

1. पहले से पंजीकृत ट्रेड यूनियन का नाम और पता .....

.....

2. पंजीयन की संख्या व दिनांक .....

3. दिनांक.....पर स्थान.....पर श्री/सुश्री.....की अध्यक्षता में आयोजित साधारण सभा में कार्यकारिणी में निम्नलिखित परिवर्तन हुए। इस तिथि को संघ की कुल सदस्यता.....थी, जिसमें से .....सदस्यों ने उक्त बैठक में भाग लिया। इस बैठक में इन परिवर्तनों को सर्वसम्मति/बहुमत से पारित किया गया।

(A) पदाधिकारियों में परिवर्तन

पद	नाम	आयु	पता	व्यवसाय
1	2	3	4	5

(B) संघ के नाम में परिवर्तन

(i) संघ का वर्तमान नाम-

(ii) संघ का प्रस्तावित नाम-

(C) संघ के संविधान या उपनियमों में किया गया परिवर्तन

विद्यमान नियम या उपनियमों की क्रम संख्या	मौजूदा नियम या उपनियम	प्रतिस्थापित किये जाने वाले नियम या उपनियम

हस्ताक्षर हस्ताक्षर	
पूर्व अध्यक्ष/सभापति अध्यक्ष/सभापति	निर्वाचित
पूर्व महासचिव/सचिव महासचिव/सचिव	निर्वाचित

नोट:-

(1) यदि अध्यक्ष/सभापति एवं महासचिव/सचिव के हस्ताक्षर प्राप्त न हो सकें तो इसका पर्याप्त कारण बताया जायेगा।

(2) यदि किसी पदाधिकारी के त्यागपत्र के कारण कार्यकारिणी में परिवर्तन हुआ है तो ऐसे त्यागपत्र की प्रमाणित प्रति इस प्रपत्र के साथ संलग्न की जायेगी।

(3) संघ द्वारा पारित संकल्प की प्रमाणित प्रति इस प्रपत्र के साथ संलग्न की जायेगी।

प्रपत्र-9

(धारा-11(1) (3)) [नियम 18 का उपनियम (1)]

ट्रेड यूनियन के पंजीकरण विवरण में परिवर्तन का रजिस्टर

1. यूनियन का नाम- .....

2 पंजीकरण संख्या व दिनांक- .....

3. बैठक की तारीख, जिसमें परिवर्तन का प्रस्ताव पारित किया गया है- .....

4. पदाधिकारियों का नाम- .....

क्रम संख्या	पद का नाम	पदाधिकारी का नाम	उम्र	पता	पेशा/पदनाम औद्योगिक स्थापना
1	2	3	4	5	6

5. परिवर्तन-

हस्ताक्षर/मुहर

अपर/उप रजिस्ट्रार

प्रपत्र- 10

(धारा-14(3)(4) (नियम-21 का उपनियम-3(a))

ट्रेड यूनियन को वार्ताकार संघ या वार्ताकार परिषद का सदस्य घोषित करने के लिये आवेदन

यूनियन का नाम .....

पता .....

दिनांक .....दिन.....माह.....वर्ष

सेवा में,

औद्योगिक अधिष्ठान के नियोजक,

पता-.....

प्रिय महोदय,

मैं सविनय निवेदन करता हूँ कि उपर्युक्त ट्रेड यूनियन को वार्ताकार संघ/औद्योगिक प्रतिष्ठान के लिये वार्ताकार परिषद के सदस्य के रूप में घोषित किया जाना है, अर्थात्.....औद्योगिक संबंध संहिता, 2020 की धारा 14 की उपधारा (3)/(4) के तहत, पता....., और मेरा अनुरोध है कि इसे रजिस्ट्रार के रिकॉर्ड में तद्नुसार पंजीकृत किया जा सकता है। इस सम्बन्ध में अधिकृत व्यक्ति द्वारा हस्ताक्षरित विवरण और अन्य दस्तावेज की एक प्रति संलग्न है।

2. यूनियन को उत्तर प्रदेश के ट्रेड यूनियन रजिस्ट्रार द्वारा जारी प्रमाण पत्र संख्या.....के तहत दिनांक.....को पंजीकृत किया गया था।

3. संघ के नियमों की प्रति संलग्न है।

4. संघ के प्रधान कार्यालय का पता, जहाँ सभी पत्र व्यवहार किये जा सकते है, वह है .....

5. उक्त संघ में नामिक प्रतिष्ठान में .....सदस्य है और यह नामित औद्योगिक प्रतिष्ठान में कार्यरत कुल कर्मचारियों की संख्या का .....प्रतिशत प्रतिनिधित्व करता है।

आपका विश्वासी
अधिकृत हस्ताक्षरकर्ता।

प्रपत्र- 11
(धारा-14(3)(4) (नियम-21 का उपनियम-4(g))
वार्ताकार संघ या वार्ताकार परिषद के सदस्य का रजिस्टर

क्र0 सं0 / प्रवेश सं0	वार्ताकार संघ का नाम	वार्ताकार परिषद के सदस्य संघ का नाम वार्ताकार संघ	कार्यालय का पता	पंजीकरण की तिथि	वर्तमान पदाधिकारियों के नाम	सदस्यों की संख्या
1	2	3	4	5	6	7

औद्योगिक प्रतिष्ठान का नाम	औद्योगिक प्रतिष्ठान का पता	श्रमिकों की कुल संख्या, जो ट्रेड यूनियन के सदस्य है।	श्रमिकों का प्रतिशत, जो वार्ताकार संघ/वार्ताकार परिषद के सदस्य है।	रजिस्ट्रार द्वारा घोषण की तिथि	अन्य कोई जानकारी	टिप्पणी
8	9	10	11	12	13	14

रजिस्ट्रार ट्रेड यूनियन के
हस्ताक्षर एवं मुहर

प्रपत्र- 12

(धारा-22(1)) [नियम 25]

ट्रेड यूनियन विवादों के निर्णय के लिये आवेदन का प्रारूप

औद्योगिक न्यायाधिकरण के समक्ष.....

बनाम

(आवेदक का नाम एवं पदनाम)

और

(विपक्षी पक्ष/पक्षों का नाम एवं पदनाम)

ट्रेड यूनियन विवाद का संक्षिप्त विवरण ट्रेड यूनियन विवादों के निर्णय के लिये आवेदन का प्रारूप (विवाद के विशिष्ट मामलों का उल्लेख किया जा सकता है) जो औद्योगिक सम्बन्ध संहिता, 2020 (2020 का 35) की धारा 22 की उपधारा (1) के अधीन विवाद से सम्बद्ध और सुसंगत है।)

आवेदक के हस्ताक्षर

सत्यापन

यह सत्यापित किया जाता है कि आवेदन की विषय वस्तु मेरे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य एवं सही है।

कर्मकार (कर्मकारों) का नाम और
हस्ताक्षर या विवाद उठाने वाले व्यवसाय संघ के
अधिकारी/विवाद के पक्षकार

प्रपत्र- 13

(धारा-24(2)(3)) [नियम 26 का उपनियम (1) देखें]

ट्रेड यूनियनों के समामेलन की सूचना

(a) पंजीकृत ट्रेड यूनियन का नाम.....पंजीकरण की संख्या.....

(b) पंजीकृत ट्रेड यूनियन का नाम.....पंजीकरण की संख्या..... (इसी प्रकार यदि दो या दो से अधिक हो)।

(पता) .....

दिनांक.....दिन.....माह.....वर्ष

सेवा में,

रजिस्ट्रार ट्रेड यूनियन्स, उ0प्र0।

इसके द्वारा सूचना दी जाती है कि औद्योगिक संबंध संहिता, 2020 की धारा-24 की उप धारा (3) की आवश्यकताओं के अनुसार, उपर्युक्त ट्रेड यूनियनों में से प्रत्येक के सदस्यों ने एक ट्रेड यूनियन के रूप में एक साथ एकीकृत होने का संकल्प लिया है।

और उक्त समामेलन की शर्तें निम्नलिखित है। (शर्तें बताएं) ।

और यह इरादा है कि ट्रेड यूनियन को अब से .....कहा जायेगा।

इस नोटिस के साथ एकीकृत ट्रेड यूनियन द्वारा अपनाए जाने वाले नियमों की एक प्रति संलग्न है, जो कि ..... के नियम (यदि हॉ) है।

(सात सदस्यों और प्रत्येक ट्रेड यूनियन के सचिव द्वारा हस्ताक्षरित)

(हस्ताक्षर) 1. सचिव

2.

3.

4. सदस्य

5.

प्रपत्र- 14

(धारा-26(1)(a) (नियम 28)

31 दिसम्बर, 20....को समाप्त होने वाले वर्ष के लिये ट्रेड यूनियन द्वारा वार्षिक रिटर्न (औद्योगिक संबंध संहिता, 2020 की धारा 26 के तहत निर्धारित)

संघ/महासंघ का नाम.....

पंजीकृत प्रधान कार्यालय का पता.....

पंजीकरण प्रमाण पत्र की संख्या.....

1. ट्रेड यूनियन फेडरेशन द्वारा किया जाने वाला रिटर्न.

*A. वर्ष के आरंभ में संबद्ध यूनियनों की संख्या .....

*B वर्ष के दौरान शामिल होने वाली यूनिपनों की संख्या .....

*C वर्ष के दौरान असंबद्ध यूनियनों की संख्या .....

D वर्ष के अन्त में संबद्ध यूनियनों की संख्या .....

2. केवल ट्रेड यूनियन द्वारा किया जाने वाला रिटर्न

A. वर्ष के आरंभ में पुस्तकों पर सदस्यों की संख्या .....

B. वर्ष के दौरान शामिल होने वाले सदस्यों की संख्या .....

.....(एक साथ जोड़ें)

C. वर्ष के दौरान छोड़ने वाले सदस्यों की संख्या .....

.....(घटाना)

D. वर्ष के अन्त में रजिस्टर में दर्ज सदस्यों की कुल संख्या .....

पुरूष .....

स्त्री .....

ट्रांसजेंडर .....

(संबद्ध और असंबद्ध यूनियनों का नाम अलग-अलग विवरण में दिया जाना चाहिए "ए", "बी" और "सी")

राजनीतिक योगदान देने वाले सदस्यों की संख्या .....

धनराशि .....

इस रिटर्न के प्रेषण की तारीख तक सही किए गए ट्रेड यूनियन के नियमों की एक प्रति संलग्न है।

दिनांक.....

सचिव

देनदारियों और परिसंपत्तियों का विवरण.....दिन .....20.....

देयतायें	धनराशि	सम्पत्ति	धनराशि
सामान्य निधि की राशि	.....	नकद	.....
राजनीतिक निधि की राशि	.....	कोषाध्यक्ष के हाथ में.....	
लिया गया ऋण	.....	सचिव के हाथ में.....	
अन्य देनदारियां (निर्दिष्ट की जाएं)	.....	बैंक के हाथ में.....	
		प्रतिभूतियाँ निम्न सूची के अनुसार:	.....
		अवैतनिक सदस्यता देय.....	
		देय ऋण.....	
		अचल सम्पत्ति	.....
		सामान और फर्नीचर	.....
		अन्य सम्पत्तियाँ (निर्दिष्ट की जाएं	.....
कुल देयतायें	.....	कुल सम्पत्ति	.....

प्रतिभूतियों की सूची

विवरण	अंकित मूल्य	खरीद मूल्य	जिस तारीख को खाता बनाया गया, उस दिन बाजार मूल्य	के हाथ में

कोषाध्यक्ष

सामान्य निधि खाते

आय धनराशि (रुपये में)	व्यय धनराशि (रुपये में)
वर्ष के आरम्भ में	अधिकारियों के वेतन, भत्ते और व्यय का शेष.....
सदस्यों से अंशदान.....प्रति सदस्य	अधिष्ठान का वेतन, भत्ते और व्यय.....
प्रतिष्ठान.....	
दान.....	ऑडिटर शुल्क.....
पत्रिकाओं, पुस्तकों नियमों आदि की बिक्री	कानूनी खर्च.....
निवेश पर ब्याज	व्यापार संचालन में विवाद व्यय.....
विविध श्रोत से आय (निर्दिष्ट की जाये)	राज्य विवादों से उत्पन्न हानि के लिये सदस्यों को दिया जाने वाला मुआवजा.....
.....	अंतिम संस्कार, वृद्धावस्था, बीमारी, बेरोजगारी लाभ आदि
	शैक्षिक, सामाजिक और धार्मिक लाभ.....
	पत्रिकाओं के प्रकाशन की लागत.....
	किराया, दरें और कर, स्टेशनरी, मुद्रण और डाक.....
	अन्य व्यय (निर्दिष्ट की जाये).....
	वर्ष के अन्त में शेष धनराशि.....
कुल	कुल

राजनीतिक निधि खाते

आय धनराशि (रू0 में)	व्यय धनराशि (रू0 में)
वर्ष के आरम्भ में शेष राशि	इस संहिता की धारा 15(2) में निर्दिष्ट वस्तु पर किया गया भुगतान (निर्दिष्ट किया जाना है)
सदस्यों से योगदान	प्रबंधन का व्यय (निर्दिष्ट किया जाना है)
.....प्रति सदस्य	
	वर्ष के अन्त में शेष धनराशि.....
कुल	कुल

कोषाध्यक्ष

लेखा परीक्षक की घोषणा

अधोहस्ताक्षरी को ..... (संघ) की सभी पुस्तकों और खातों तक पहुंच प्राप्त हो गई है और पूर्वगामी कथन की जांच की है और उससे संबंधित खाता वाउचरों के साथ उसका सत्यापन किया है, अब इसे सही, विधिवत् प्रमाणित और कानून के अनुसार, टिप्पणियों के अधीन, यदि कोई हो, तो इसके साथ संलग्न पाया गया है और यह भी प्रमाणित करता हूं कि ..... (संघ) ने अपने सदस्यता रजिस्टर और खातों को उचित रूप से बनाए रखा है और सदस्य ने ..... (संघ) को अपनी सदस्यता शुल्क का भुगतान किया है जैसा कि संघ के सामान्य निधि खाते के पूर्वगामी विवरण में दिखाया गया है, टिप्पणियों के अधीन, यदि कोई हो, तो इसके साथ संलग्न।

(1) लेखा परीक्षक।

(2) लेखा परीक्षक।

नोट: प्रत्येक लेखा परीक्षक को अपने हस्ताक्षर से पहले यह बताना होगा कि नियम-28 के संदर्भ में वह किस हैसियत से ट्रेड यूनियन के खातों का लेखा परीक्षण करने के लिये योग्य है।

पद छोड़ने वाले अधिकारी

वर्ष के दौरान अधिकारियों के निम्नलिखित परिवर्तन किये गये है:-

नाम	कार्यालय	पद	छोड़ने की तिथि

अधिकारी नियुक्त किये गये

नाम	जन्मतिथि	निजी पता	व्यक्तिगत व्यवसाय	संघ में पद का नाम	वह तिथि जब पद का नाम कॉलम 5 में नियुक्ति की गयी	कार्यकारिणी की सदस्यता के अतिरिक्त अन्य पदों की सूची तथा तिथियाँ
1	2	3	4	5	6	7

संघ के सचिव

प्रपत्र- 15

(धारा 27/2) (नियम 29 का उपनियम 2)

मान्यता प्राप्त राज्य स्तरीय संघ/महासंघ के अनुमोदन हेतु आवेदन

सेवा में,

श्रम आयुक्त, उत्तर प्रदेश
जी0टी0 रोड, कानपुर।

महोदय,

1. हम उत्तर प्रदेश औद्योगिक संबंध संहिता नियमावली, 2020 के नियम 29 के उपनियम (1) के अधीन.....नाम से मान्यता प्राप्त राज्य स्तरीय संघ या महासंघ के लिये आवेदन करते है।

2. महासंघ के प्रधान कार्यालय का पता.....है।

3. महासंघ दिनांक .....को आयोजित घटक संघों के प्रतिनिधियों की आम बैठक में पारित प्रस्ताव के अनुसार अस्तित्व में आया। (प्रतिलिपि संलग्न)

4. उपरोक्त आम बैठक में भाग लेने वाले व्यक्तियों की सूची नीचे दी गयी है।

क्रम संख्या	प्रतिभागियों के नाम	उस स्थायी संघ का नाम, जिसके वे सदस्य हैं।	निवास का पता	अन्य विवरण

5. मान्यता प्राप्त राज्य स्तरीय संघ/महासंघ के पदाधिकारियों सहित कार्यकारी समिति के सदस्यों की सूची भी नीचे दी गयी है।

क्रं0	नाम	कार्यकारिणी में पदनाम	उम्र	पता	व्यवसाय	नियुक्ति की तिथि	अन्य विवरण

6. मान्यता प्राप्त राज्य स्तरीय संघ/महासंघ से सम्बद्ध पंजीकृत ट्रेड यूनियनों की सूची भी नीचे दी गयी है।

क्र0	यूनियन का नाम	पंजीकरण संख्या	पंजीकरण की तिथि	अध्यक्ष का नाम	सचिव का नाम	सम्बद्धता संख्या	सम्बद्धता का दिनांक	अन्य विवरण

7. *संघ के संविधान/नियमों की दो साफ-सुथरी टाइप की हुई मुद्रित प्रतियाँ भी संलग्न है।

8. राज्य में ट्रेड यूनियन/फेडरेशन ऑफ ट्रेड यूनियन्स के कुल.....सदस्य है। (जिलावार और ट्रेड यूनियनवार सदस्यता)

आपका विश्वासी,

अध्यक्ष के हस्ताक्षर.....
सचिव के हस्ताक्षर.....

*सभी संलग्नकों पर मान्यता प्राप्त राज्य स्तरीय संघ/फेडरेशन के सचिव द्वारा उसकी आधिकारिक मुहर के साथ हस्ताक्षर किए जाने चाहिए।

प्रपत्र- 16 (भाग A & B)

(धारा-27(2)) [नियम 29 के उपनियम (4) का खण्ड (a)]

मान्यता प्राप्त राज्य स्तरीय संघ के मुख्यालय में परिवर्तन की सूचना

भाग-ए

मान्यता प्राप्त राज्य स्तरीय संघ/फेडरेशन के पते में परिवर्तन की सूचना

अधिसूचना की संख्या और तारीख जिसके तहत अनुमोदन किया गया.....

पता.....

दिनांक.....

इसके द्वारा सूचना दी जाती है कि उपर्युक्त मान्यता प्राप्त राज्य स्तरीय संघ/महासंघ का मुख्यालय.....से हटा दिया गया है तथा अब.....(शहर या कस्बा या जिला) में स्थित है।

दिनांक.....

सचिव के हस्ताक्षर.....

भाग-बी

मान्यता प्राप्त राज्य स्तरीय संघ/फेडरेशन के पते में परिवर्तन की सूचना

उपर्युक्त मान्यता प्राप्त राज्य स्तरीय संघ/महासंघ की कार्यकारिणी समिति में निम्नलिखित परिवर्तन किये गये है-

पद छोड़ने वाले कार्यकारी समिति सदस्यों का विवरण

नाम	कार्यालय का पता	पद त्यागने की तिथि	कार्यालय	अन्य विवरण

नियुक्त नये कार्यकारी समिति सदस्यों का विवरण

नाम	उम्र	कार्यकारिणी में पदनाम	पता	व्यवसाय	नियुक्त की तिथि	अन्य विवरण

सचिव के हस्ताक्षर.....

सेवा में,

1. श्रम आयुक्त, उत्तर प्रदेश
जी0टी0 रोड, कानपुर।
2. रजिस्ट्रार ट्रेड यूनियन्स, उ0प्र0, जी0टी0 रोड, कानपुर।

प्रपत्र-17

(धारा-27(2) (नियम 29 के उपनियम (4) का खण्ड (ख))

राज्य स्तरीय संघ/ महासंघ से सम्बद्ध/ मान्यता प्राप्त संघो की सूची

फेडरेशन का नाम.....

उत्तर प्रदेश औद्योगिक संबंध संहिता नियम, 2020 के नियम 30 की उपधारा (4) के खण्ड (ख) की अपेक्षा के अनुसार, 31 दिसम्बर 20.....की स्थिति में उपर्युक्त/मान्यता प्राप्त राज्य स्तरीय संघ महासंघ से सम्बद्ध संघों के नाम नीचे दिये गये है:-

क्रं0	यूनियन का नाम	पंजीकरण संख्या	पंजीकरण की तिथि	नाम			सम्बद्धता की संख्या	सम्बद्धता का दिनांक	अन्य विवरण
				अध्यक्ष	सचिव	कोषाध्यक्ष			

सचिव के हस्ताक्षर व मुहर

सेवा में,

1. श्रम आयुक्त, उत्तर प्रदेश, जी0टी0 रोड, कानपुर।
2. रजिस्ट्रार ट्रेड यूनियन्स, उ0प्र0, जी0टी0 रोड, कानपुर।

प्रपत्र- 18

(धारा 34) (नियम 37 देखें))

(प्रमाणित स्थायी आदेश के लिये पंजीकरण रजिस्टर)

भाग- 1

औद्योगिक प्रतिष्ठान

अद्वितीय एवं सतत संख्या	औद्योगिक प्रतिष्ठान का नाम	औद्योगिक प्रतिष्ठान की प्रकृति	औद्योगिक स्थापन के संचालन के क्षेत्र	क्या स्थायी आदेश (क) मॉडल स्थायी आदेश है, या (ख) माना गया स्थायी आदेश है या (ग) प्रमाणित स्थायी आदेश अपील दायर करने की तिथि है	स्थायी आदेश को अपनाने की तिथि या मान्य प्रमाणीकरण की तिथि या प्रमाणीकरण /प्रमाणीकरण की तिथि
1	2	3	4	5	6

अपील दायर करने की तिथि	निर्णय की तिथि और प्रकृति	अपील पर संशोधन किया गया, यदि कोई हो	अपील पर निपटाए गये स्थायी आदेशों की प्रति भेजने की तिथि	कोई अन्य प्रासंगिक विवरण
7	8	9	10	11

भाग- 2

प्रमाणित स्थायी आदेश की प्रतिलिपि इलेक्ट्रॉनिक रूप से संलग्न करें।

प्रपत्र- 19

(धारा-40(प) (नियम 39 देखें))

नियोक्ता द्वारा प्रस्तावित सेवाशर्त में परिवर्तन की सूचना

सेवायोजक का नाम.....

पता.....

दिनांक.....

औद्योगिक संबंध संहिता, 2020 की धारा 40 के अनुसार, मैं/हम सभी संबंधितों को नोटिस देते हैं कि उक्त अधिनियम की तीसरी अनुसूची में निर्दिष्ट मामलों के संबंध में कामगारों पर लागू इस नोटिस के साथ संलग्न सेवा की शर्तों में ..... से प्रभावी होने का मेरा/हमारा इरादा है।

हस्ताक्षर.....

पदनाम.....

अनुलग्नक

यहाँ लागू किए जाने वाले परिवर्तन/परिवर्तनों का उल्लेख करें।

प्रति अग्रेषित की गयी:

1. पंजीकृत ट्रेड यूनियन/वार्ता संघ/वार्ता परिषद के सचिव
2. सम्बन्धित सुलह अधिकारी
3. सम्बन्धित क्षेत्रीय अपर/उप/सहायक श्रमायुक्त, उ0प्र0।
4. श्रम आयुक्त, उत्तर प्रदेश।
5. प्रतिष्ठान के नोटिस बोर्ड हेतु।

प्रपत्र-20

(धारा-42(3) (नियम 40 का उपनियम (1))

स्वैच्छिक मध्यस्थता के लिये समझौता

नियोक्ताओं का प्रतिनिधित्व.....

कामगारों/कर्मचारियों का प्रतिनिधित्व.....

पक्षों के बीच निम्नलिखित विवाद को .....की मध्यस्थता के लिये संदर्भित करने पर सहमति हुई है। (यहाँ मध्यस्थ का नाम और पता निर्दिष्ट करें):

(1) विवाद में विशिष्ट मामले।

(2) विवाद में शामिल पक्षों का विवरण, जिसमें शामिल प्रतिष्ठान या उपक्रम का नाम और पता शामिल है।

(3) यदि कर्मचारी स्वयं विवाद में शामिल है तो उसका नाम या संबंधित कर्मचारी या कर्मचारियों का प्रतिनिधित्व करने वाली यूनियन का नाम।

(4) प्रभावित उपक्रम में कार्यरत कुल कर्मचारियों की संख्या।

(5) विवाद से प्रभावित या प्रभावित होने की संभावना वाले कर्मचारियों की अनुमानित संख्या।

*हम इस बात पर भी सहमत हैं कि मध्यस्थों के बहुमत के निर्णय हमारे लिए बाध्यकारी होंगे/यदि मध्यस्थों की राय समान रूप से विभाजित है, तो वे किसी अन्य व्यक्ति को निर्णायक के रूप में नियुक्त करेंगे जिसका निर्णय हमारे लिए बाध्यकारी होगा।

मध्यस्थ (मध्यस्थ) राज्य सरकार द्वारा आधिकारिक राजपत्र में इस समझौते के प्रकाशन की तिथि से ..... (यहां पार्टियों द्वारा सहमत अवधि निर्दिष्ट करें) की अवधि के भीतर या लिखित रूप में हमारे बीच आपसी समझौते द्वारा बढ़ाए गए ऐसे अतिरिक्त समय के भीतर अपना निर्णय देंगे। यदि उपरोक्त अवधि के भीतर निर्णय नहीं दिया जाता है, तो मध्यस्थता का संदर्भ स्वतः ही रद्द हो जाएगा और हम नए मध्यस्थता के लिए बातचीत करने के लिए स्वतंत्र होंगे।

गवाहन,

1. .....
2. पक्षों के हस्ताक्षर.....
   नियोक्ताओं का प्रतिनिधित्व.....
   कामगारों/कर्मचारियों का प्रतिनिधित्व.....

प्रति अग्रेषित की गयी:

1. सम्बन्धित सुलह अधिकारी, उ0प्र0।
2. सम्बन्धित क्षेत्रीय अपर/उप/सहायक श्रमायुक्त, उ0प्र0।
3. श्रम आयुक्त, उत्तर प्रदेश।
4. सचिव, उ0प्र0 सरकार, श्रम एवं रोजगार मंत्रालय, लखनऊ।

*जहाँ लागू हो-

पक्षों के हस्ताक्षर.....
नियोक्ताओं का प्रतिनिधित्व.....
कामगारों/कर्मचारियों का प्रतिनिधित्व.....

प्रपत्र- 21

(धारा-42(5)(सी) (नियम 42)

ऐसे औद्योगिक प्रतिष्ठानों में मध्यस्थ/मध्यस्थों के समक्ष श्रमिकों का प्रतिनिधित्व करने का प्रस्ताव, जहाँ कोई ट्रेड यूनियन नहीं है

.....(प्रतिष्ठान का नाम और पता) में श्रमिकों का कोई पंजीकृत ट्रेड यूनियन नहीं है, इसलिए हम निम्नलिखित व्यक्ति को धारा 42 की उपधारा (5) के परन्तुक खंड (i) के उपखंड (सी) के अंतर्गत एक समझौते पर हस्ताक्षर करने और मध्यस्थ या मध्यस्थ (मध्यस्थों) के समक्ष कार्यवाही में स्वयं का प्रतिनिधित्व करने या मध्यस्थता के दौरान किसी समझौते पर हस्ताक्षर करने के लिए अधिकृत कर रहे हैं

क्रम सं0	प्रतिनिधियों का नाम	पदनाम	पता
1			
2			
3			
4			
5			

उपर्युक्त प्रतिनिधि की सभी कार्यवाहियाँ हमारे लिए बाध्यकारी होंगी-

क0सं0	श्रमिक का नाम	हस्ताक्षर	क्र0सं0	श्रमिक का नाम	हस्ताक्षर
1			27		
2			28		
3			29		
4			30		
5			31		
6			32		
7			33		
8			34		
9			35		
10			36		
11			37		
12			38		
13			39		
14			40		
15			41		
16			42		
17			43		

18			44		
19			45		
20			46		
21			47		
22			48		
23			49		
24			50		
25			51		
26			52		

हम, इसके द्वारा प्राधिकरण और प्रतिनिधित्व को स्वीकार करते हैं

प्रतिनिधियों के हस्ताक्षर

1....

2.....

3.....

4.....

5.....

प्रपत्र- 22

(धारा-44(5) (नियम 43 का उपनियम (17) देखें))

भाग- I

राज्य औद्योगिक न्यायाधिकरण के न्यायिक सदस्य या प्रशासनिक सदस्य (जो भी लागू हो) के पद हेतु

शपथपत्र

मैं, ... औद्योगिक न्यायाधिकरण ..... के न्यायिक सदस्य/प्रशासनिक सदस्य (जो भी लागू हो) के रूप में नियुक्त किया गया हूँ, ईश्वर के नाम पर सत्यनिष्ठा से प्रतिज्ञान करता हूँ/शपथ लेता हूँ कि मैं औद्योगिक न्यायाधिकरण ..... के न्यायिक सदस्य/प्रशासनिक सदस्य के रूप में अपने कर्तव्यों का निर्वहन अपनी सर्वोत्तम योग्यता, ज्ञान और विवेक के अनुसार, बिना किसी भय या पक्षपात, स्नेह या द्वेष के ईमानदारी और कर्तव्यनिष्ठा से करूँगा और मैं संविधान और देश के कानूनों को बनाए रखूँगा।

हस्ताक्षर.....

स्थान.....

दिनांक.....

भाग- II

(न्यायाधिकरण का नाम) के अध्यक्ष/सदस्य के लिये गोपनीयता की शपथ का प्रपत्र

मैं, ... औद्योगिक न्यायाधिकरण का न्यायिक सदस्य/प्रशासनिक सदस्य (जो भी लागू हो) नियुक्त किया गया हूँ, ईश्वर के नाम पर सत्यनिष्ठा से प्रतिज्ञान करता हूँ/शपथ लेता हूँ कि मैं प्रत्यक्ष या अप्रत्यक्ष रूप से किसी व्यक्ति या व्यक्तियों को कोई मामला नहीं बताऊंगा या प्रकट नहीं करूंगा जो मेरे विचाराधीन लाया जाएगा या राज्य औद्योगिक न्यायाधिकरण (न्यायाधिकरण का नाम) के न्यायिक सदस्य/प्रशासनिक सदस्य (जो भी लागू हो) के रूप में मुझे ज्ञात होगा, सिवाय इसके कि न्यायिक सदस्य/प्रशासनिक सदस्य के रूप में मेरे कर्तव्यों के समुचित निर्वहन के लिए ऐसा आवश्यक हो।

औद्योगिक न्यायाधिकरण के न्यायिक सदस्य/प्रशासनिक सदस्य के रूप में अपने कर्तव्यों का निष्ठापूर्वक और कर्तव्यनिष्ठा से, अपनी सर्वोत्तम योग्यता, ज्ञान और विवेक के अनुसार, बिना किसी भय या पक्षपात, स्नेह या द्वेष के निर्वहन करूंगा और मैं संविधान और देश के कानूनों की मर्यादा बनाए रखूंगा।

हस्ताक्षर.....

स्थान.....

दिनांक.....

प्रपत्र- 23

(धारा-53(6) (नियम 46 का उपनियम (1) देखें))

संराधन अधिकारी द्वारा अनिस्तारित मामलों में न्यायाधिकरण के समक्ष प्रस्तुत किया जाने वाला आवेदन का प्रारूप

औद्योगिक न्यायाधिकरण के समक्ष.....(औद्योगिक न्यायाधिकरण का नाम और स्थान)

के बीच

.....(आवेदक का नाम और पता)

और

.....(विपक्षी पक्ष/पक्षों का नाम और पता)

मेरे/हमारे एवं विपक्षी पक्ष/पक्षों के मध्य निम्नलिखित विवाद विद्यमान है, जिसका विवरण नीचे दिया गया है:-

.....

.....(विवाद का संक्षिप्त विवरण)/उपर्युक्त विवाद पर सुलह अधिकारी के समक्ष बातचीत की गई है, लेकिन सुलह कार्यवाही के दौरान कोई समझौता नहीं हुआ। इसलिये मैं/हम विवाद को न्यायाधिकरण के समक्ष प्रस्तुत करते हैं और प्रार्थना करते है कि इस विवाद को न्यायाधिकरण में स्वीकार किया जाए और उचित एवार्ड पारित करने का अनुरोध किया जाये।

आवेदक/आवेदकों के हस्ताक्षर
(नाम और पता)

सत्यापन

यह सत्यापित किया जाता है कि आवेदन की विषय-वस्तु मेरे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य एवं सही है।

स्थान.....

दिनांक.....

हस्ताक्षर
(नाम और पता)

प्रपत्र- 24

(धारा-59 (नियम 47 का उपनियम 1)

(औद्योगिक संबंध संहिता, 2020 की धारा 59 की उपधारा (1) के अन्तर्गत आवेदन)

सेवा में,

1. सचिव, उत्तर प्रदेश शासन, श्रम एवं रोजगार मंत्रालय, उ0प्र0 ।
2. क्षेत्रीय अपर/उप श्रमायुक्त,.....(यहाँ क्षेत्र का नाम लिखें)

महोदय,

मुझे/हमें यह बताना है कि मैं/हम औद्योगिक संबंध संहिता, 2020 (2020 का 35) के अध्याय IX और X के प्रावधानों के तहत मेसर्स ..... से रुपये .....(शब्दों में) की राशि प्राप्त करने के हकदार हूं/हैं/दिनांक ..... द्वारा पारित किये गए एवार्ड के अनुसार/दिनांक ..... के अनुसार उक्त मेसर्स ..... और उनके कर्मचारी के बीच विधिवत निर्वाचित प्रतिनिधियों के माध्यम से हुए समझौते के अनुसार।

मैं/हम आगे यह भी कहते हैं कि मैंने/हमने प्रबंधन को उक्त राशि के लिए पंजीकृत डाक द्वारा डिमांड नोटिस भेजा था, जिसका प्रबंधन ने न तो भुगतान किया है और न ही मुझे/हमें भुगतान करने की पेशकश की है, जबकि एक पखवाड़ा बीत चुका है। राशि का विवरण संलग्न विवरण में दिया गया है।

मैं/हम अनुरोध करते हैं कि उक्त राशि औद्योगिक संबंध संहिता, 2020 (2020 का 35) की धारा 59 की उपधारा (1) के अंतर्गत प्रबंधन के लिए वसूल की जाए तथा मुझे/हमें यथाशीघ्र भुगतान किया जाए।

आवेदकों के हस्ताक्षर

पता.....

निवास.....

दिनांक.....

संलग्नक

(यहाँ दावा की गयी राशि का विवरण दर्शाएं)

प्रपत्र- 25

(धारा-59 (नियम 47 का उपनियम 1))

(औद्योगिक संबंध संहिता, 2020 की धारा 59 की उपधारा (1) के अन्तर्गत किसी श्रमिक द्वारा या मृतक श्रमिक के उत्तराधिकारी या उत्तराधिकारी द्वारा अधिकृत व्यक्ति द्वारा आवेदन)

सेवा में,

1. सचिव, उत्तर प्रदेश शासन, श्रम एवं रोजगार मंत्रालय, उ0प्र0।
2. क्षेत्रीय अपर/उप श्रमायुक्त,.....(यहाँ क्षेत्र का नाम लिखें)

महोदय,

मैं श्री/श्रीमती/कुमारी.....यह बताना चाहता हूँ कि श्री/श्रीमती/कुमारी.....औद्योगिक संबंध संहिता, 2020 (2020 का 35) के अध्याय IX और X के प्रावधानों के तहत मेसर्स ..... से रुपये .....(शब्दों में) की राशि प्राप्त करने का हकदार हूँ/था/द्वारा दिए गए दिनांक ..... के पंचाट के अनुसार/उक्त मेसर्स .....और उनके कर्मचारी के बीच विधिवत निर्वाचित प्रतिनिधियों के माध्यम से दिनांक .....को हुए समझौते के अनुसार।

मैं आगे यह भी अवगत कराता हूँ कि मैंने प्रबंधन को उक्त राशि के लिए पंजीकृत डाक से डिमांड नोटिस भेजा था, जिसका प्रबंधन ने न तो भुगतान किया है और न ही मुझे भुगतान करने की पेशकश की है, जबकि एक पखवाड़ा बीत चुका है। राशि का विवरण संलग्न विवरण में दिया गया है।

मैं अनुरोध करता हूं कि उक्त राशि औद्योगिक संबंध संहिता, 2020 (2020 का 35) की धारा 59 की उपधारा (1) के अंतर्गत प्रबंधन से वसूल की जाए और मुझे यथाशीघ्र भुगतान किया जाए।

मुझे यह आवेदन करने तथा उसे देय उपरोक्त राशि का भुगतान प्राप्त करने के लिए .....(यहां श्रमिक का नाम डालें) द्वारा लिखित रूप में विधिवत् प्राधिकृत किया गया है।

मैं मृतक श्रमिक का उत्तराधिकारी/अधिकारी हूं तथा उसे देय उपरोक्त राशि का भुगतान प्राप्त करने का हकदार हूं।

अधिकृत व्यक्ति/उत्तराधिकारियों के हस्ताक्षर

निवास.....

दिनांक.....

पता.....

संलग्नक

(यहाँ दावा की गयी राशि का विवरण दर्शाएं)

प्रपत्र- 26

(धारा-59 (नियम 47))

(औद्योगिक संबंध संहिता,2020 की धारा 59 की उपधारा (2) के अन्तर्गतआवेदन)

राज्य सरकार औद्योगिक न्यायाधिकरण के समक्ष.....
और.....के बीच

(1) आवेदक/आवेदकों के नाम.....
(2) सेवायोजक का नाम.....

याचिकाकर्ता(ओं).....मैसर्स.....के एक कार्यकर्ता हैं। याचिकाकर्ता(ओं) ने हस्ताक्षर किये हैं, वे.....के कार्यकर्ता/कर्मचारी हैं तथा मेसर्स.....से संलग्न विवरण में उल्लिखित धन/लाभ प्राप्त करने के हकदार हैं।

यह प्रार्थना की जाती है क न्यायाधिकरण याचिकाकर्ता(ओं) को देय राशि/राशियों का निर्धारण करने की कृपा करें।

आवेदक(ओं) के हस्ताक्षर या अंगूठे का निशान

पता.....
निवास.....
दिनांक.....

संलग्नक

(यह देय धनराशि या अर्जित लाभों का विवरण उनकी स्वीकार्यता के मामले के साथ दिया गया है।)

प्रपत्र- 27

(धारा-59 (नियम 47))

(औद्योगिक संबंध संहिता, 2020 की धारा 59 की उपधारा (2) के तहत किसी ऐसे व्यक्ति द्वारा आवेदन, जो मृतक कर्मचारी का उत्तराधिकारी या उत्तराधिकारी द्वारा अधिकृत है)

राज्य सरकार औद्योगिक न्यायाधिकरण के समक्ष.....
और.....के बीच

(1) आवेदक/आवेदकों के नाम.....
(2) सेवायोजक का नाम.....

मैं/हम मृतक कर्मचारी के समनुदेशिती हैं और उसकी ओर से आवेदन करने के हकदार हूँ/हैं।

श्री/श्रीमती.....मैसर्स.....के पूर्व कर्मचारी, उक्त मैसर्स.....से संलग्न विवरण में उल्लिखित धन/लाभ प्राप्त करने के हकदार है।

यह प्रार्थना की जाती है कि न्यायाधिकरण मृतक कर्मचारी को देय राशि/राशियों का निर्धारण करने की कृपा करें।

श्रमिक का नाम और पता.....

उत्तराधिकारी/उत्तराधिकारियों के हस्ताक्षर

पता.....
निवास.....
दिनांक.....

संलग्नक

(इसमें देय धनराशि या उपार्जित लाभों का विवरण तथा उनकी स्वीकार्यता का मामला दिया गया है।)

प्रपत्र- 28

(धारा-62(4)) (नियम 48(1))

(पंजीकृत ट्रेड यूनियन/वार्ताकार यूनियन या वार्ताकार परिषद द्वारा हड़ताल का नोटिस)

सेवा में,

.....(नियोक्ता का नाम)

प्रिय महोदय,

औद्योगिक संबंध संहिता, 2020 की धारा 62 की उपधारा (1) में निहित प्रावधानों के अनुसार, मैं/हम आपको यह नोटिस देते हैं कि मैं/हम अनुलग्नक में बताए गए कारणों से दिनांक .....को हड़ताल बुलाने/हड़ताल पर जाने का प्रस्ताव रखते है।

दिनांक.....को आयोजित बैठक में पारित प्रस्ताव के तहत श्रमिकों के पांच प्रतिनिधियों का विधिवत् निर्वाचन हुआ। (प्रस्ताव की प्रति संलग्न है)

(कामगारों के पांच निर्वाचित प्रतिनिधियों के नाम)
दिनांक.....

सादर,

(पंजीकृत ट्रेड यूनियन/वार्ताकारी संघ/ वार्ताकारी परिषद के सचिव)

अनुलग्नक

मामले का विवरण/हड़ताल बुलाने के प्रस्ताव के कारण .....

.....

प्रतिलिपि:

1. सुलह अधिकारी,.....(सम्बन्धित सुलह अधिकारी)
2. क्षेत्रीय अपर/उप श्रमायुक्त, उ0प्र0.....
3. श्रम आयुक्त, उत्तर प्रदेश।
4. सचिव, (श्रम एवं रोजगार मंत्रालय), उ0प्र0।
5. श्रम ब्यूरों।

प्रपत्र- 29

(धारा-62(5) (6)) (नियम 49 का उपनियम (1)))

(औद्योगिक प्रतिष्ठान के नियोक्ता द्वारा दिया जाने वाला तालाबंदी का नोटिस)

औद्योगिक प्रतिष्ठान एवं नियोक्ता का नाम.....

पता.....

दिनांक.....

औद्योगिक संबंध संहिता, 2020 की धारा 62 की उपधारा (2) के प्रावधानों के अनुसार, मैं/हम सभी सम्बन्धितों को नोटिस देते हैं कि मेरा/हमारा इरादा अनुलग्नक में बतायें गये कारणों से दिनांक .....से मेरे/हमारे प्रतिष्ठान के .....विभाग(विभागों)/अनुभाग(अनुभागों) में तालाबंदी करने का है।

हस्ताक्षर.....

नाम और पदनाम.....

अनुलग्नक

कारणों का विवरण

प्रतिलिपि प्रेषित:-

1. पंजीकृत ट्रेड यूनियनों के सचिव.....
2. सुलह अधिकारी.....
3. क्षेत्रीय अपर/उप श्रमायुक्त, उ0प्र0.....
4. श्रम आयुक्त, उ0प्र0।
5. सचिव, श्रम एवं रोजगार मंत्रालय, उ0प्र0।
6. श्रम ब्यूरों।

प्रपत्र- 30

(धारा-70(सी), 74(1)) (नियम 50 एवं 52))

(औद्योगिक संबंध संहिता, 2020 के अध्याय IX के प्रावधानों के अन्तर्गत नियोक्ता द्वारा दी जाने वाली छंटनी/बंदी की सूचना)

औद्योगिक प्रतिष्ठान/उपक्रम/नि..का नाम.....

पता.....

श्रमिक पहचान संख्या.....

दिनांक.....

(नोट -बंदी करने/छंटनी की सूचना बंदी करने/छंटनी शुरू होने के क्रमशः 60 दिन/ 30 दिन पहले राज्य सरकार को दी जायेगी)

सेवा में,

सचिव, उ0प्र0 शासन

श्रम एवं रोजगार मंत्रालय, लखनऊ।

महोदय,

1. *(छंटनी) (क) इस संहिता की धारा 70(सी) के तहत, मैं/हम आपको सूचित करते हैं कि मैंने/हमने कुल.....श्रमिकों में से .....श्रमिकों की छंटनी करने का निर्णय लिया है, जो.....(दिनांक/माह/वर्ष) से प्रभावी है।

या

*(बंद करना) (ख) इस संहिता की धारा 74(1) के अन्तर्गत मैं/हम आपकों सूचित करता हूँ कि मैंने/हमने.....(औद्योगिक प्रतिष्ठान का नाम) या उपक्रम को.....(दिनांक/माह/वर्ष) से बंद करने का निर्णय लिया है। उपक्रम के बंद होने के कारण जिन श्रमिकों की सेवाएं समाप्त हो जायेगी उनकी संख्या.....(श्रमिकों की संख्या) है।

2. छंटनी/बंद करने का कारण है.....

3. सम्बन्धित कर्मचारी (कर्मचारियों)* को इस संहिता की धारा 70* के खण्ड (क)/धारा 75* की उपधारा (1) के अन्तर्गत अपेक्षित दिनांक.....(दिनांक/माह/वर्ष) को एक माह का लिखित नोटिस दिया गया।

या

कर्मचारी(ओं) को .....(दिन/माह/वर्ष) को नोटिस के बदले एक माह का वेतन दिया गया है, जैसा कि संहिता की धारा 70 के खण्ड (क)/धारा 75 की उपधारा (1) के अन्तर्गत अपेक्षित है।

4. छंटनी एक समझौते के अनुसरण में की जा रही है, जिसकी एक प्रति संलग्न है।

5. औद्योगिक प्रतिष्ठान में कार्यरत कुल श्रमिकों की संख्या.....है और छंटनी से प्रभावित होने वाले कुल लोगों की संख्या नीचे दी गई है:

छंटनी किये जाने वाले कामगारों की श्रेणी और पदनाम	काम करने वालों की संख्या	
	कार्यरत	छंटनी की जानी
1	2	3

6. मैं/हम घोषण करते है कि सम्बन्धित कर्मचारी (ओं) को नोटिस अवधि की समाप्ति से पहले या उसके बाद इस संहिता की धारा 70/धारा 75 के अन्तर्गत देय मुआवजे के साथ उनकी सभी देनदारियों का भुगतान कर दिया गया है/कर दिया जायेगा।

या

मैं/हम एतद्वारा घोषणा करता हूँ/करते हैं कि वर्तमान में उक्त औद्योगिक प्रतिष्ठान/उपक्रम/नियोक्ता के सम्बन्ध में दिवालियापन की कार्यवाही चल रही है और मैं/हम सम्बन्धित कानूनों के तहत उन्हें देय मुआवजे के साथ-साथ सभी बकाया राशि का भुगतान करूंगा/करेंगे।

7. *(छंटनी) मैं/हम एतद्वारा घोषण करते हैं कि सम्बन्धित कर्मचारी (ओं) की इस संहिता की धारा 71 और धारा 72 के अनुपालन में छंटनी कर दी गयी है/की जायेगी।

8. *मैं/हम एतद्वारा घोषण करता हूँ/करते हैं कि इस मामले में किसी भी न्यायालय में कोई मामला लंम्बित नहीं है, और यदि हाँ, तो उसका विवरण संलग्न है।

9. *मैं/हम घोषण करते हैं कि इस नोटिस ओर अनुलग्नकों में मेरे/हमारे द्वारा दी गई उपरोक्त जानकारी सत्य है, मैं/हम इसकी सटीकता के लिए पूरी तरह से जिम्मेदार हूँ/हैं और इस मामले में कोई तथ्य/सामग्री नहीं छिपाई गई है।

आपका विश्वासी

हस्ताक्षर

(नियोक्ता/अधिकृत प्रतिनिधि का नाम मुहर सहित)

(*जिसकी हड़ताल लागू नहीं होती)

(**संख्याओं को अंको ओर शब्दों दोनों में दर्शाएं)

(***नियोक्ता द्वारा जारी प्राधिकरण पत्र की प्रति संलग्न की जाएगी)

अनुलग्नक

बंद करने/ छंटनी के कारणों का विवरण.....

.....

प्रतिलिपि प्रेषित:

1. क्षेत्रीय अपर/उप श्रमायुक्त, उ0प्र0।
2. श्रम आयुक्त, उत्तर प्रदेश।
3. रोजगार अधिकारी, रोजगार कार्यालय (सम्बन्धित रोजगार कार्यालय का पूरा पता दर्ज करें)
4. प्रतिष्ठान/उपक्रम में कार्यरत सभी पंजीकृत ट्रेड यूनियन/श्रमिकों के अधिकृत प्रतिनिधि।

प्रपत्र- 31

(धारा- 78(2), 79(2), 80(1)) (नियम 53, 55 एवं 57))

(औद्योगिक संबंध संहिता, 2020 के अध्याय X तथा उसके अधीन बनाए गये नियमों के प्रावधानों के अन्तर्गत नियोक्ता/औद्योगिक प्रतिष्ठान/उपक्रम द्वारा राज्य सरकार को दी जाने वाली ले-ऑफ (कामबंदी)/ कामबंदी को जारी रखने /छंटनी/बंद करने की अनुमति के लिये आवेदन)

औद्योगिक प्रतिष्ठान/उपक्रम/नियोक्ता का नाम.....

पता.....

श्रमिक पहचान संख्या.....

दिनांक.....

(नोट - आवेदन राज्य सरकार को नीचे बताए अनुसार भेजा जायेगा)

1. कामबंदी: इच्छित छंटनी से कम से कम 15 दिन पहले।
2. कामबंदी जारी रखना - पहले की छंटनी की समाप्ति से कम से कम 15 दिन पहले।
3. छंटनी: छंटनी की इच्छित तिथि से कम से कम 60 दिन पहले।
4. तालाबंदी: समापन की इच्छित तिथि से कम से कम 90 दिन पहले।)

सेवा में,

सचिव, उ0प्र0 शासन

श्रम एवं रोजगार मंत्रालय, लखनऊ।

महोदय,

1. *(कामबंदी) (क) औद्योगिक संबंध संहिता, 2020 की धारा 78(2) के अन्तर्गत, मैं/हम, मेरे/हमारे प्रतिष्ठान (विवरण अनुलग्नक-1 में दिया जायेगा) में नियोजित कुल....."श्रमिकों में से ....."श्रमिकों को .....(दिनांक/माह/वर्ष) से कामबंदी करने की अनुमति के लिए आवेदन करता/करती हूँ।

या

*(कामबंदी जारी रखना (ख) औद्योगिक संबंध संहिता, 2020 (2020 का 35) की धारा 78(3) के अन्तर्गत, मैं/हम, मेरे/हमारे प्रतिष्ठान में कुल छंटनी किये गये श्रमिकों में से ....."श्रमिकों की कामबंदी जारी रखने की अनुमति के लिये आवेदन करता/करते हैं (विवरण अनुलग्नक-1 में दिया जाएगा) जो .....(दिनांक/माह/वर्ष) से प्रभावी होगी।

या

*(छंटनी) (ग) औद्योगिक संबंध संहिता, 2020 की धारा 79(2) के अन्तर्गत, मैं/हम, मेरे/हमारे प्रतिष्ठान में कार्यरत कुल.....श्रमिकों में से (विवरण अनुलग्नक-1 में दिया जाएगा) श्रमिकों की .....(दिनांक/माह/वर्ष) से अपेक्षित छंटनी हेतु अनुमति के लिये आवेदन करता/करते है।

या

*(बंदी करना) (घ) औद्योगिक संबंध संहिता, 2020 की धारा 80(1) के अन्तर्गत, मैं/हम आपको सूचित करते है कि मैं/हम उपक्रम को.....(औद्योगिक प्रतिष्ठान या उपक्रम या नियोक्ता का नाम) (विवरण अनुलग्नक-1 में दिया जाएगा) को .....(दिनांक/माह/वर्ष) से बंद करने

का इरादा रखते हैं। उपक्रम के बंद होने के कारण जिन श्रमिकों की सेवाएं समाप्त हो जाएंगी, उनकी संख्या.....है (श्रमिकों की संख्या)

(कामबंदी/ कामबंदी की निरंतरता) सम्बन्धित कर्मचारी (ओं) को इस संहिता की धारा 78(2)/धारा 78(3)* के अन्तर्गत अपेक्षित लिखित नोटिस.....(दिन/माह/वर्ष) को दिया गया।

या

(छंटनी/बंदी) से सम्बन्धित कर्मचारी (ओं) को इस संहिता की धारा 79/धारा 80* के अन्तर्गत अपेक्षित रूप से .....(दिन/माह/वर्ष) को एक माह का लिखित नोटिस दिया गया।

या

(छंटनी/बंदी) से सम्बन्धित कर्मचारी(ओं) को इस संहिता की धारा 79/धारा 80* के अन्तर्गत.....(दिन/माह/वर्ष) को एक माह का लिखित नोटिस दिया गया।

2. प्रभावित श्रमिक (ओं) का विवरण अनुलग्नक-2 में दिया गया है।

3. (छंटनी) 'मैं/हम एतद्वारा घोषण करते हैं कि संबंधित श्रमिकों की इस संहिता की धारा 71 और 72 के अनुपालन में छंटनी की जायेगी।

4. *मैं/हम घोषणा करते हैं कि संबंधित कर्मचारी (ओं) को इस संहिता की धारा 67 के साथ पठित धारा *78(10)/धारा *79/ धारा 80 के अन्तर्गत उन्हें देय सभी बकाया राशि और प्रतिकर का भुगतान नोटिस अवधि की समाप्ति से पहले या उस पर कर दिया *गया है/कर दिया जाएगा।

या

*मैं/हम एतद्वारा घोषणा करते हैं कि वर्तमान में उक्त औद्योगिक प्रतिष्ठान/उपक्रम/नियोक्ता के सम्बन्ध में दिवालियापन की कार्यवाही चल रही है, और 'मैं/हम सम्बन्धित कानूनों के तहत उन्हें देय मुआवजे के साथ-साथ सभी बकाया राशि का भुगतान करेंगे।

5. *मैं/हम एतद्वारा घोषणा करता हूँ/करते हैं कि इस मामले में किसी भी न्यायालय में कोई मामला लम्बित नहीं है, और यदि हाँ, तो उसका विवरण संलग्न है।

6. *मैं/हम घोषणा करते हैं कि इस नोटिस और संलग्नकों में 'मेरे/हमारे द्वारा दी गई उपरोक्त जानकारी सत्य है, 'मैं/हम इसकी सटीकता के लिए पूरी तरह से जिम्मेदार हैं और मामले में कोई तथ्य/सामग्री छिपाई नहीं गयी है।

कृपया मांगी गई अनुमति प्रदान की जाए।

भवदीय,

(निपोक्ता का नाम/
अधिकृत प्राधिकारी द्वारा मुहर
सहित"

(*जिसकी हड़ताल लागू नहीं होती)

(**संख्याओं को अंको और शब्दों दोनों में दर्शाएं)

(***नियोक्ता द्वारा जारी प्राधिकरण पत्र की प्रति संलग्न की जाएगी)

प्रतिलिपि प्रेषित:

1. क्षेत्रीय अपर/उप श्रमायुक्त, उ0प्र0।
2. श्रम आयुक्त, उत्तर प्रदेश।
3. रोजगार अधिकारी, रोजगार कार्यालय (सम्बन्धित रोजगार कार्यालय का पूरा पता दर्ज करें)
4. प्रतिष्ठान/उपक्रम में कार्यरत सभी पंजीकृत ट्रेड यूनियन/श्रमिकों के अधिकृत प्रतिनिधि।

अनुलग्नक- ।

(कृपया प्रत्येक विवरण के विरूद्ध उत्तर दें)

1.	उपक्रम का नाम, पूरा डाक पता, ई-मेल, मोबाइल और लैंडलाइन नंबर। (क) कॉर्पोरेट पहचान संख्या (ख) माल और सेवा कर पहचान संख्या (जी.एस.टी.आई.एन.)	
2.	उपक्रम की स्थिति- (1) क्या यह राज्य सार्वजनिक क्षेत्र/निगम/विदेशी बहुलांश कंपनी/संयुक्त क्षेत्र उद्यम आदि है। (2) क्या यह प्राइवेट लिमिटेड कंपनी/साझेदारी फर्म है। (3) यदि यह बड़े औद्योगिक घराने से संबंधित है, तो कृपया नियंत्रक समूह का उल्लेख करें और यदि यह विदेशी बहुलांश कंपनी है, तो विदेशी होल्डिंग की सीमा का उल्लेख करें। (4) क्या उपक्रम लाइसेंस प्राप्त/पंजीकृत है और यदि हां, तो लाइसेंसिंग/पंजीकरण प्राधिकारी का नाम और लाइसेंस/पंजीकरण प्रमाणपत्र संख्या।	
3.	(क) छंटनी के लिए प्रस्तावित प्रभावित श्रमिकों के नाम और पते/औद्योगिक संबंध संहिता, 2020 के लागू होने से पहले छंटनी किए गए श्रमिकों के नाम और पते और उनमें से प्रत्येक की छंटनी की तारीखें। (ख) छंटनी के लिए प्रस्तावित प्रभावित श्रमिकों के नाम और पते। (ग) प्रस्तावित बंद से प्रभावित श्रमिकों की कुल संख्या और श्रेणियां, उनके नाम और पते सहित। (घ) उप मद (क), (ख) या (ग) में निर्दिष्ट श्रमिकों के कर्तव्यों की प्रकृति, जैसा भी मामला हो, वे इकाइयां/अनुभाग/दुकानें जहां वे काम कर रहे हैं या कर रहे थे और उनके द्वारा प्राप्त मजदूरी।	
4.	विनिर्माण वस्तुएं और अनुसूचित उद्योग/उद्योग जिनके अंतर्गत वे आते हैं	
5.	स्थापित क्षमता, लाइसेंस प्राप्त क्षमता और उपयोग की गई क्षमता से संबंधित विवरण	
6.	(i) पिछले तीन वर्षों के लिए वार्षिक उत्पादन, मदवार	

	(ii) पिछले बारह महीनों के लिए महीनेवार उत्पादन के आंकड़े (iii) पिछले 12 महीनों में प्रत्येक महीने के अंतिम दिन स्टॉक की स्थिति (iv) पिछले तीन वर्षों के लिए वार्षिक बिक्री के आंकड़े और पिछले बारह महीनों के लिए महीनेवार बिक्री के आंकड़े, मदवार और मूल्यवार दोनों	
7.	कार्य प्रगति पर: मदवार और मूल्यवार	
8.	उत्पादों या उसके किसी घटक को उतारने या उप-ठेके पर देने से संबंधित कोई भी व्यवस्था	
9.	अगले छः माह और एक वर्ष की अवधि के लिए तथा उक्त एक वर्ष की समाप्ति के बाद की अवधि के लिए ऑर्डर बुक की मदवार और मूल्यवार स्थिति	
10.	एक सप्ताह में कार्य दिवसों की संख्या, प्रतिदिन शिफ्टों की संख्या तथा प्रत्येक शिफ्ट में श्रमिकों की संख्या	
11.	पिछले तीन वर्षों के बैलेंस शीट, लाभ और हानि खातों सहित प्रतिष्ठान / उपक्रम की लेखापरीक्षा रिपोर्ट	
12.	(क) एक दूसरे से जुड़ी हुई कंपनियों या एक ही प्रबंधन के अंतर्गत आने वाली कंपनियों के नाम (ख) पिछले एक वर्ष के दौरान अंतर-कॉर्पोरेट निवेश और परिवर्तनों के बारे में विवरण। (ग) उपक्रम के किसी भी निदेशक और अधिकारी का हित जो समान या समान प्रकार का उत्पाद बनाता है। (घ) उपक्रम के लिए कच्चे माल और घटकों की खरीद में शामिल संगठनों/व्यक्तियों के साथ निदेशकों और अधिकारियों का हित	
13.	उपक्रम में कार्यरत कुल श्रमिकों की संख्या (श्रेणीवार), तथा औद्योगिक संबंध संहिता, 2020 के अंतर्गत परिभाषित श्रमिकों के अलावा अन्य कर्मचारियों की संख्या	
14.	उत्पादन की कुल लागत में श्रमिकों की मजदूरी का प्रतिशत	
15.	पिछले तीन वर्षों में प्रशासनिक, सामान्य और विक्रय लागत/प्रति वर्ष तथा कुल लागत में उसका प्रतिशत	
16.	(क) पिछले तीन वर्षों में की गई छंटनी/छंटनी का ब्यौरा (उस छंटनी को छोड़कर जिसके लिए अनुमति मांगी गई है) जिसमें ऐसी छंटनी/छंटनी की अवधि, प्रत्येक छंटनी/छंटनी में शामिल कामगारों की संख्या और उसके कारण शामिल हैं। (ख) प्रस्तावित छंटनी/छंटनी जिसके लिए अनुमति मांगी गई है, के कारण प्रत्याशित बचत	
17.	(क) क्या छंटनी किए गए किसी भी कर्मचारी को पुनः रोजगार दिया गया है, और यदि हां, तो कब? ब्यौरा दें	

	(ख) क्या छंटनी किए जाने वाले प्रस्तावित कर्मचारियों की श्रेणियों के संबंध में वरिष्ठता सूची रखी गई है और यदि हां, तो प्रभावित कर्मचारी का ब्यौरा और स्थिति क्या है, जिसमें सेवा की टूटी हुई अवधि सहित उनकी सेवा अवधि का संकेत दिया गया है?	
18.	निम्न में कमी के कारण बचत को प्रभावित करने का कोई प्रस्ताव- (i) प्रबंधकीय पारिश्रमिक (ii) बिक्री संवर्धन लागत, और (iii) सामान्य प्रशासन व्यय	
19.	पिछले बारह महीनों के लिए मालसूची की स्थिति-मद-वार और मूल्य-वार (तैयार उत्पादों, घटकों और कच्चे माल के संबंध में मालसूची को अलग-अलग मद-वार और मूल्य-वार दर्शाया जाना है।)	(बंद होने की स्थिति में भरा जाना है)
20.	पिछले तीन वर्षों की विक्रय व्यवस्था तथा पिछले बारह महीनों में विक्रय व्यवस्था में कोई परिवर्तन।	
21.	कच्चे माल और घटकों की खरीद व्यवस्था	
22.	(क) प्रस्तावित छंटनी/छंटनी/बंद करने के कारण, जिसके लिए अनुमति मांगी गई है। (ख) प्रस्तावित छंटनी/छंटनी/बंद करने से बचने के लिए अब तक किए गए विशिष्ट प्रयास, जिसके लिए अनुमति मांगी गई है।	
23.	कोई अन्य प्रासंगिक विवरण जो छंटनी/छंटनी जारी रखने/छंटनी/बंद करने से संबंधित हो	

*जो भी लागू न हो, उसे काट दें।

अनुलग्नक- II

(प्रभावित श्रमिकों का विवरण)

क्र0 सं0	यूएएन/ सीएमपीएफओ	श्रमिक का नाम	श्रेणी (अत्यधिक कुशल/अर्धकुशल /अकुशल	वह तारीख, जिससे आप उक्त प्रतिष्ठान/उपक्रम/नियोक्ता में/के साथ सेवा में हैं	आवेदन की तिथि पर वेतन	अन्य विवरण
1.						
2.						
3.						

प्रपत्र-32

(धारा-89(1)(4)) (नियम 61)

(पहली बार अपराध करने वाले नियोक्ता/व्यक्ति को नोटिस)

अधोहस्ताक्षरी, कंपाउंडिंग अधिकारी, औद्योगिक संबंध संहिता, 2020 (2020 का 35) की धारा 89 के प्रयोजनों के लिए, आपको सूचित करता है कि आपके खिलाफ नीचे दिए गए विवरण के अनुसार इस संहिता के विभिन्न प्रावधानों के उल्लंघन के लिए अपराध करने का आरोप लगाया गया है।

भाग- I

1. अपराधी नियोक्ता/व्यक्ति का नाम और पता .....
2. प्रतिष्ठान का पता .....
3. अपराध का विवरण .....

.....

4. संहिता की वह धारा, जिसके अन्तर्गत अपराध किया गया है .....
5. अपराध के शमन हेतु भुगतान की जाने वाली शमन राशि आवश्यक है

.....

भाग- II

आपको सलाह दी जाती है कि औद्योगिक संबंध संहिता, 2020 (2020 का 35) की धारा 89 के साथ नियम 61 के साथ पठित अपराध को कम करने के लिए इस नोटिस की प्राप्ति की तारीख से पंद्रह दिनों के भीतरउपरोक्त उल्लिखित राशि, इस नोटिस के भाग- III में विधिवत भरे हुए आवेदन के साथ जमा करें।

यदि आप निर्दिष्ट समय के भीतर उक्त राशि जमा करने में विफल रहते हैं, तो आपको कोई और अवसर नहीं दिया जाएगा और उक्त संहिता की धारा 87 के तहत मुकदमा दायर करने के लिए आवश्यक कदम उठाए जाएंगे।

(प्रशमन अधिकारी के हस्ताक्षर)

दिनांक:

स्थान:

भाग- III

1. आवेदक का नाम (नियोक्ता/व्यक्ति का नाम जिसने औद्योगिक संबंध संहिता 2020 (2020 का 35) के तहत अपराध किया है) का उल्लेख किया जाना चाहिए .....
2. आवेदक का पता .....
3. अपराध का विवरण .....

.....

4 संहिता की वह धारा, जिसके अन्तर्गत अपराध किया गया है

.....

5 जमा की गई कंपाउंडिंग राशि का विवरण (इलेक्ट्रॉनिक रूप से जेनरेट की गई रसीद संलग्न करें)

.....

6. उपर्युक्त अपराधों के उल्लंघन के लिए दायर किए गए अभियोजन का विवरण दिया जा सकता है

.....

7. क्या अपराध पहला अपराध है या आवेदक ने इस अपराध से पहले कोई अन्य अपराध किया है, यदि किया है तो अपराध का पूरा विवरण

.....

.....

8. कोई अन्य जानकारी जो आवेदक प्रदान करना चाहता है

.....

.....

आवेदक
(नाम एवं हस्ताक्षर)

दिनांक:
स्थान:

प्रपत्र- 33
(धारा-91) [नियम 63 का उपनियम (1)]
धारा 91 के तहत सेवा की शर्तों में बदलाव के संबंध में शिकायतें।

के समक्ष

1. सुलह अधिकारी .....
2. पंच .....
3. ट्रिब्यूनल .....

के बीच में

.....(शिकायतकर्ता का नाम व पता)

और

.....विपक्षी पक्ष का नाम व पता)

शिकायतकर्ता यह शिकायत करने के लिए निवेदन करता है कि विपक्षी पक्ष औद्योगिक संबंध संहिता, 2020 की

धारा 90 के प्रावधानों के उल्लंघन का दोषी है/रहा है जैसा कि नीचे दिखाया गया है।

.....

.....

(यहां संक्षेप में विवरण दिया गया है जिसमें बताया गया है कि कथित उल्लंघन किस तरीके से हुआ है और

वह आधार जिस पर नियोक्ता के आदेश या कार्य को चुनौती दी गई है)

शिकायतकर्ता तदनुसार प्रार्थना करता है/ प्रार्थना करते हैं कि सुलह अधिकारी/मध्यस्थ/न्यायाधिकरण ऊपर दी गई शिकायत पर मध्यस्थता करने या निर्णय लेने और उस पर ऐसा आदेश या आदेश पारित करने में प्रसन्न हो जो वह उचित और उचित समझे।

औद्योगिक संबंध संहिता, 2020 की धारा 91 के तहत आवश्यक शिकायत की प्रतियों की संख्या और उसके अनुलग्नक यहां प्रस्तुत किए गए हैं।

शिकायतकर्ता के हस्ताक्षर
दिनांक.....

सत्यापन

मैं सत्यनिष्ठा से घोषणा करता हूं कि ऊपर पैराग्राफ... में जो कहा गया है वह मेरी जानकारी के अनुसार सत्य है और ऊपर पैराग्राफ में जो कहा गया है वह प्राप्त जानकारी के आधार पर कहा गया है और मुझे विश्वास है कि यह सच है। इस सत्यापन पर मेरे द्वारा .....दिन.....20.....को हस्ताक्षर किया गया है।

हस्ताक्षर या सत्यापन करने वाले
व्यक्ति के अंगूठे का निशान

प्रपत्र- 34

(धारा-94(1)(2)) [नियम 64 एवं 65]

औद्योगिक संबंध संहिता, 2020 के अधीन प्राधिकारी के समक्ष कार्यवाही में प्रतिनिधित्व हेतु किसी कर्मकार, कर्मकारों के समूह, नियोजक या नियोजकों के समूह द्वारा प्राधिकार

समक्ष- प्राधिकारी

(यहां संबंधित प्राधिकारी का उल्लेख करें)

संदर्भ संख्या ..... सन् .....

विवाद के मामले में

श्री..... (कर्मकार)

बनाम

.....(नियोजक)

मैं/हम,..... एतद्द्वारा श्री/सुश्री ..... (प्राधिकृत व्यक्ति का नाम) को उपर्युक्त मामले में मेरे/हमारे प्रतिनिधि के रूप में प्राधिकारी के समक्ष; दस्तावेज दाखिल करने या उनका निरीक्षण करने हेतु; पुनर्स्थापना प्रार्थना पत्र दाखिल करने हेतु; मेरे/हमारे पक्ष में समझौता करार या किसी अन्य लिखत पर

हस्ताक्षर करके मामले को प्रस्तुत करने, प्रतिवाद करने या समझौता करने हेतु, स्थगन मांगने हेतु; आवश्यक होने पर अभिवचन और/या आवेदन दाखिल करने हेतु; या मेरे/हमारे हित के अनुकूल कोई भी कार्य करने हेतु तब तक प्राधिकृत करता हूँ/करते हैं जब तक उपर्युक्त मामला अन्तिम रूप से निस्तारित नहीं हो जाता। यदि यह प्राधिकार मेरे/हमारे द्वारा निरस्त कर दिया जाता है, तो सभी कार्य अप्रवर्तनीय हो जायेंगे।

मैं/हम एतद्द्वारा वचन देता हूँ/देते हैं कि जहाँ तक इस मामले का संबंध है, मैं/हम अपने उपर्युक्त प्रतिनिधियों के कृत्यों से विधिक रूप से बाध्य रहूँगा/रहेंगे। उपर्युक्त रूप से प्राधिकृत व्यक्ति, बिना किसी नोटिस के और बिना कारण बताए किसी भी समय इस प्राधिकार को निरस्त करने का अधिकार भी सुरक्षित रखता है।

दिनांक

कृते

(प्राधिकार देने वाले व्यक्ति/व्यक्तियों के नाम एवं हस्ताक्षर)

द्वारा स्वीकार

(प्राधिकृत प्रतिनिधि का नाम, पता और हस्ताक्षर)

सत्यमेव जयते

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EXTRAORDINARY

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NOTIFICATION

No. B.14015/6/2019-LESDE, Aizawl, the 29th July, 2026: The Mizoram Code on Social Security Rules, 2026 was pre-published as required under sub-section (1) of section 154 and sub-section (1) of section 156 of the Code on Social Security, 2020 (36 of 2020) in the Mizoram Gazette Extraordinary, Vol. LV, Issue No. 411, vide Notification No. B.14015/6/2019-LESDE, dated the 11th May, 2026, published on the 18th May, 2026, inviting objections and suggestions from all persons likely to be affected thereby within a period of forty-five days from the date on which copies of the Gazette containing the said notification were made available to the public on the 18th May, 2026.

Since no objections or suggestions were received from any person or stakeholder within the period specified, the Government of Mizoram, in pursuance of the decision of the Council of Ministers conveyed by the Political & Cabinet Department vide Memo No. J.11011/2/2026-POL, Dated 24.07.2026 and in exercise of the powers conferred by section 154 and 156 of the Code on Social Security, 2020 (36 of 2020), read with section 24 of the General Clauses Act, 1897 (10 of 1897), and in supersession of the Mizoram Code on Social Security Rules, 2023 except as respects things done or omitted to be done before such supersession, is pleased to make the following rules, namely:-

THE MIZORAM CODE ON SOCIAL SECURITY RULES, 2026

CHAPTER I
PRELIMINARY

1. Short title, application and commencement.–

1) These rules may be called The Code on Social Security (Mizoram) Rules, 2026.

2) They shall extend to the whole of Mizoram.

3) They shall come into force on such date as the State Government may, by notification in the Official Gazette appoint.

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

(a) ***"agency"*** means any corporation, body or institution, established under an Act of Parliament or Central Public Sector Undertaking as notified by the Central Government or the Government of Mizoram.

(b) ***"appellate authority"*** means the State Government or the authority specified by the State Government under sub-section (8) of section 56 or an officer, senior in rank to the Assessing Officer for the purposes of section 105 of the Code, appointed by the State Government, as the case may be;

(c) ***"Assessing Officer"*** means a gazetted officer of a State Government appointed by the State Government for assessment of Cess under the Code;

(d) ***"Average daily wages during a wage period"*** under chapter IV of the Code means-

(i) In respect of an employee who is employed on time-rate basis, the amount of wage which would have been payable to him for the complete wage period had he worked on all the working days in that wage period, divided by 26 if he is monthly rated, 12 if he is fortnightly rated, 6 if he is weekly rated and 1 if he is daily rated;

(ii) In respect of an employee employed on any other basis, the amount of wages earned during the complete wage period in the Contribution period divided by the number of days in full or part for which he has worked for wages in that wage period : Provided that where an employee receives wages without working on any day during such wage period, he shall be deemed to have worked for 26, 12, 6 or 1day(s) if the wage period be a month, a fortnight, a week or a day respectively.

Explanation - Where any night shift continues beyond midnight, the period of the night shift after midnight shall be counted for reckoning the day worked as part of the day preceding;

(e) ***"benefit period"*** means the period not exceeding six consecutive months corresponding to the contribution period, as may be specified in the Regulations;

(f) ***"career centre"*** means that career centre as notified by the State Government;

(g) ***"cess collector"*** means an officer appointed by the State Government for collection of cess under the Code ;

(h) ***"chartered engineer"*** means a person having an engineering degree and the corporate membership of Institute of Engineers India;

(i) ***"Code"*** means the Code on Social Security, 2020 (36 of 2020);

(j) ***"electronically"*** means any information or communication submitted by email or uploading on the designated portal or digital payment in any mode for the purpose of Code;

(k) ***"excluded vacancies"*** means those vacancies which have been excluded from the purview of the section 139 as per the provisions of sub-sections (1)and (2) of section 140;

(l) ***"Form"*** means a form appended to these rules;

(m) ***"fund"*** means the Employees' State Insurance Fund, the Employees' Provident Fund, the Employees' Pension Fund, the Employees' Deposit-Linked Insurance Fund or the Social Security Fund, as the case may be;

(n) ***"Government Securities"*** means Government Securities as defined in the Government Securities Act, 2006 (38 of 2006);

(o) ***"immovable property"*** includes land, benefits to arise out of land, things attached to the earth, or permanently fastened to anything attached to the earth;

(p) ***"movable property"*** means property of every description except immovable property;

(q) ***"nodal officer"*** means a person designated by Building and Other Construction Workers' Welfare Board or the State Government not below the rank of Joint Labour Commissioner

under the department of Labour, Employment, Skill Development & Entrepreneurship (LESDE) to facilitate the registration, renewal and updating electronically or otherwise or any such other function of Building Workers working in the Private Sector, State Government, Central Government and Public Sector Undertakings of the Central and the State Governments or local authority. The Nodal officer shall also supervise and monitor functions of the Beneficiary Registering Officers designated by Appropriate Government;

(r) ***"nomination"*** means nomination made under section 55 of the code;

(s) ***"register of women employees"*** means a register of women employees maintained under sub-rule (1) of rule 27;

(t) ***"schedule"*** means the schedule of the Code;

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

(v) ***"Shram Suvidha Portal"*** means portal of Ministry of Labour and Employment.

(w) ***"specified"*** means specified by an order of the Central Government or any State Government or any officer so authorised by such Government;

(x) ***"standard benefit rate"*** means average daily wages obtained by dividing the total wages paid during the Contribution period by the number of days for which these wages were paid ;

(y) ***"year"*** shall mean the financial year, beginning from the first of April and ending with the thirty first of March of the year following.

(2) The words and expressions used in these rules which are not defined therein, but are defined in the Code, shall have their respective meaning as assigned to them in the Code.

CHAPTER - II
SOCIAL SECURITY ORGANIZATION
PART – I
MIZORAM UNORGANIZED WORKERS SOCIAL SECURITY BOARD

3. Manner of exercising the powers and performance of functions by State Unorganised Workers' Board under sub-section (9) and sub section (16), the manner of nomination of members of the Board, their term of office and other conditions of service, the procedure to be followed in the discharge of their functions by, and the manner of filling vacancies among the members of, the Board under sub-section (12), the time, place and rules of procedure relating to the transaction of business at its meetings under sub-section(14) of section 6.-

(1) Constitution of the State Social Security Board for Unorganised Workers.-

(a) The Board constituted by notification under sub-section (9) of section 6 shall be called the 'Mizoram Unorganised Workers Social Security Board";

(b) a member, other than an ex-officio member, shall hold office for a period not exceeding three years from the date of his nomination;

(c) a member shall be eligible for re-nomination: Provided that a member shall not hold the office for more than a total of two terms;

(d) state Government may seek nomination from amongst the representatives of associations of unorganised sector workers and employers' associations of unorganised sector, in

the Mizoram Unorganised Workers Social Security Board for Unorganised Workers, in the category of sub-clauses (i) and (ii) of clause (d) of sub-section (10) of section 6 in such a manner, as notified by the Government:

Provided that at least two members nominated shall be active unorganised worker registered under the Code;

(e) the State Government shall nominate five persons under sub-clause (iv) of clause (d) of sub-section (10) of section 6 of the Code from amongst persons of eminence in the field of labour welfare, management, finance, law and administration;

(f) out of seven persons nominated under clause (a) and (e) of sub-rule (1) of rule 3, at least one woman member shall be represented;

(g) the State Government shall seek nomination of two members representing the State Legislative Assembly under sub-clause (iii)of clause (d) of sub-section (10) of section 6 of the Code;

(h) the State Government shall nominate ten Members under sub-clause (v) of clause (d) of sub-section (10) of section 6 of the Code representing Departments of State Government, concerned with the matters related to the welfare of the unorganised sector workers;

(i) a member nominated under sub-clauses (i), (ii) and (iv) of clause(d) of sub-section (10) of section 6 of the Code, shall cease to be a member of the Board if he ceases to represent the category of interest from which he was so nominated:

(j) a member nominated under sub-clause (iii) of clause (d) of sub-section (10) of section 6 of the Code shall cease to be a member of the Board if he ceases to be a member of State Legislative Assembly by which he was so elected;

(k) no person shall be chosen as, or continue to be, a member of the Board, if such person attracts any provision(s) of section 8 of the Code;

(l) the Member Secretary of the Mizoram Unorganised Workers Social Security Board shall be an officer of the Labour, Employment, Skill Development & Entrepreneurship Department notified by the State Government not below the rank of Joint Labour Commissioner.

(2) Manner of exercising the powers and performance of the functions of the Mizoram Unorganised Workers Social Security Board.—

(a) the Board, for discharging its functions as assigned to it, under sub-section (15) of section 6 of the Code, may constitute a committee to deliberate and recommend on the specific issue as may be assigned to such committee;

(b) such committee may co-opt members from the Board or outside as the case may be, from the field of the experts, on which committee is required to deliberate.

(3) Reconstitution of the Board.—

(a) state Government shall initiate the process for reconstitution of the Mizoram Unorganised Workers Social Security Board, prior to six months of expiry of the term of the Board;

(b) if the new Board is not re-constituted after completion of the term of the board, such arrangements may be made for discharging and function of the board as may be decided by the State Government for the period till the new Board is constituted, by notification;

(c) consequent upon institution of such arrangement, all actions taken shall have the same effect as if it has been carried out by the Board itself.

(4) Resignation.—

(a) A member of the Board, not being an ex-officio member, may resign by a letter in writing addressed to the State Government;

(b) The seat of such a member shall fall vacant from the date on which his resignation is accepted or on the expiry of thirty days from the date of receipt of intimation of resignation, whichever is earlier;

(c) The power to accept the resignation of a member shall vest with the State Government.

(5) Change of address.- If a member changes his address, he shall notify his new address to the Member Secretary of the Board who shall thereupon enter his new address in the official records: Provided that if a member fails to notify his new address, the address in the official records shall for all purposes be deemed to be the member's correct address.

(6) Manner of filling vacancies.- When a vacancy occurs or is likely to occur in the membership of the Board, Member Secretary of the Board shall submit a report to the State Government and on receipt of such report, the State Government may, by notification, nominate a person to fill the vacancy in the manner provided under sub-rule (1) of rule 3 above, and the person so nominated shall hold office for the remainder of the term of office of the member in whose place he is nominated.

(7) Procedure for removal of a member.-

(a) During the pendency of the proceeding, if any, under clauses (b) and(c) of sub-section (2) of section 8 of the Code, for removal of a member of the Mizoram Unorganised Workers Social Security Board, such member shall abstain from the meeting(s) of the Board.

(b) The decision of the State Government, on the debarment, disqualification and removal of any member under section 8 of the Code, shall be final.

(8) Meeting .—

(a) The Board shall meet at such places and at such times as may be decided by the Chairperson.

(b) The Board shall meet once in three months.

(c) In case of any matter of urgency special meetings may be called by the Chairperson after informing the members in advance about the subject-matter of discussion and the reasons of urgency.

(d) In case of any matter of urgency meeting by circulation or other mode may be held.

(e) The Chairperson shall preside over every meeting of the Board in which he is present and in his absence the meeting of the Board shall be chaired by the Vice-Chairperson.

(9) Notice of meeting and list of business.—

(a) Ordinarily, seven days notice shall be given to the members of the Board of a proposed meeting:

(b) The Chairperson, if he is satisfied that it is expedient to do so, may give notice of shorter period.

(c) No business except which is included in the list of business for a meeting of the Board shall be considered at the meeting without the permission of the Chairperson.

(10) Quorum.—

(a) No business shall be transacted at any meeting of the Board unless at least ten members are present in that meeting:

Provided that if at a meeting, less than ten members are present, the Chairperson may adjourn the meeting to another date informing the members present and giving notice to the other members that he proposes to dispose of the business at the adjourned meeting whether there is prescribed quorum or not, and it shall thereupon be lawful for him to dispose of the business at the adjourned meeting irrespective of the number of members attending;

(b) The Chairperson may debar any member, other than ex-officio members, from taking part in the meeting of the Board if-

(i) he absents himself from three consecutive meetings of the Board without written information to and consent of the Chairperson; or

(ii) in the view of the State Government, such member has ceased to represent the interest which he purports to represent on the Board.

(11) Disposal of business.—

(a) every question considered at a meeting of the Mizoram Unorganised Workers Social Security Board shall be decided by a majority of the votes of the members of the body concerned present and voting. In the event of an equality of votes the Chairperson shall exercise an additional casting vote;

(b) the Chairperson may, if he thinks fit, direct that any question shall be decided by the circulation of necessary papers to members of the Mizoram Unorganized Workers Social Security Board and by securing their opinions in writing. Any such question shall be decided in accordance with the opinion of the majority of members received within the time-limit allowed and if the opinions are equally divided, the opinion of the Chairperson shall prevail:

Provided that any member of the Mizoram Unorganised Workers Social Security Board may request that the question referred to members of the concerned body, as the case may be, for written opinion be considered at a meeting of the Mizoram Unorganized Workers Social Security Board and there upon the Chairperson may, if the request is made by not less than three members of the concerned body, direct the procedure to be adopted.

(12) Allowances to non-official members.— Non-official members shall be entitled for travelling allowance and daily allowance at the rate admissible to the group "A" officers of the State Government.

PART- II
MIZORAM BUILDING AND OTHER CONSTRUCTION WORKERS WELFARE BOARD

4. Terms and conditions of appointment and the salaries and other allowances payable to the chairperson and the other members of the Building Workers' Welfare Board and the manner of filling of casual vacancies of such members, under sub-section(4), the terms and conditions of appointment and the salary and allowances payable to the Secretary and the other officers and employees of the said Board under clause (c) of sub-section(5) of section 7 of the Code.-

(1) Composition of the Board.—

(a) the Chairperson of the Mizoram Building and Other Construction Workers Welfare Board shall be appointed by the State Government.

(b) the Vice Chairperson of the Mizoram Building and Other Construction Workers Welfare Board shall be an officer not below the rank of Director from the Labour, Employment, Skill Development and Entrepreneurship Department.

(c) the State Government shall nominate fifteen members in the Mizoram Building and Other Construction Workers Welfare Board. The members of the Board shall be as follows, namely:–

A. The representatives of departments of State Government shall be Officer not below the rank of Deputy Secretary and consist of -

a. Finance Department;
b. Social Welfare Department;
c. Law & Judicial Department;
d. Labour, Employment, Skill Development & Entrepreneurship Department, Administrative wing and
e. Labour, Employment, Skill Development & Entrepreneurship Department, Directorate.

B. There shall be five representatives of building workers:
Provided that at least three representative of building workers shall be active building workers registered in board of Construction workers and at least one shall be woman worker.

C. There shall be five representatives of employers of building workers, one from each of the following:-

a. Public Works Department (Building);
b. Public Works Department (Road);
c. Contractors Association;
d. Builders Association or Representative;
e. Aizawl Municipal Corporation.

(2) Term and Reconstitution of the Board:-

(a) the terms of Mizoram Building and Other Construction Workers Welfare Board shall be three years from the date of its constitution;

(b) the State Government shall initiate the process for reconstitution of the Mizoram Building and other Construction Workers Welfare Board, prior to six months of expiry of the term of the Board;

(c) if the new Board is not re-constituted after completion of the term of the Board, such arrangements may be made for discharging and function of the board as may be decided by the State Government for the period till the new Board is constituted, through a notification;

(d) consequent upon institution of such arrangement, all actions taken shall have the same effect as if it has been carried out by the Board itself;

(e) a member, other than an ex-officio member, shall hold office for a period not exceeding three years from the date of his nomination;

(f) a member shall be eligible for re-nomination;

(g) the non-official members shall be removed by State Government from the Board if they cease to represent the interest for which he was nominated or if such person attracts any provision of section 8 of the Code.

(3) Manner of filling of vacancies.—When a vacancy occurs for any reason or likely to occur in the membership of the Board, the Secretary of the Board shall submit a report to the State

Government who shall take steps to fill the vacancy from amongst the category of person, to which the person vacating membership belongs and the person so nominated shall hold office for the remainder of the term of the office of the member in whose place he is appointed.

(4) Meeting.—

(a) the Mizoram Building and Other Construction Workers Welfare Board shall meet at such places and at such times as may be decided by the Chairperson;

(b) the Board shall meet at least once in four months;

(c) in case of any matter of urgency special meetings may be called by the Chairperson after informing the members in advance about the subject-matter of discussion and the reasons of urgency;

(d) in case of any matter of urgency meeting by circulation or other mode may be held;

(e) the Chairperson shall preside over every meeting of the Board in which he is present and in his absence, the meeting of the Board shall be chaired by the any member nominated by Chairperson in his behalf.

(5) Quorum.—

(a) no business shall be transacted at any meeting of the Mizoram Building and Other Construction Workers Welfare Board unless at least six members are present in that meeting;

(b) if in a meeting, presence is less than quorum, the Chairperson may adjourn the meeting to another date informing the members present and giving notice to the other members that he proposes to dispose of the business at the adjourned meeting whether there is prescribed quorum or not, and it shall thereupon be lawful for him to dispose of the business at the adjourned meeting irrespective of the number of members attending;

(c) the Chairperson may debar any member, other than ex-officio members, from taking part in the Meeting of the Board if-

(i) he absents himself from three consecutive meetings of the Board without written information to and consent of the Chairperson; or

(ii) in the view of the State Government, such member has ceased to represent the interest which he purports to represent on the Board as per clause (vii) of sub-rule (2) of rule 4.

(6) Disposal of business.—

(a) every question considered at a meeting of the Mizoram Building and Other Construction Workers Welfare Board shall be decided by a majority of the votes of the members of the body concerned present and voting. In the event of an equality of votes the Chairperson shall exercise an additional casting vote;

(b) the Chairperson may, if he thinks fit, direct that any question shall be decided by the circulation of necessary papers to members of the Board and by securing their opinions in writing. Any such question shall be decided in accordance with the opinion of the majority of members received within the time-limit allowed and if the opinions are equally divided, the opinion of the Chairperson shall prevail:

Provided that any member of the Board may request that the question referred to members of the concerned body, as the case may be, for written opinion be considered at a meeting of the Board and thereupon the Chairperson may, if the request is made by not less than three members of the concerned body, direct the procedure to be adopted.

(7) Salary and allowances to Chairperson and non-official members.-

(a) non-official members shall be entitled for travelling allowance and daily allowance at the rate admissible to the group "A" officers of State Government;

(b) salary and allowances to the Chairperson of the Board, if required, shall be fixed by State Government by notification.

(8) Conditions of appointment, salary and allowances of Secretary, Assistant Secretary and other staff of the Board.-

(a) the Board shall, with the prior approval of the State Government, appoint an officer of Labour, Employment, Skill Development & Entrepreneurship (LESDE) Department not below the rank of Joint Labour Commissioner, as a Secretary of the Board;

(b) the Board shall, with the prior approval of State Government, appoint an officer of Labour, Employment, Skill Development & Entrepreneurship Department not below the rank of Deputy Director / Assistant Labour Commissioner as Assistant Secretary and other staff for disposal of functions of the Board;

(c) the Secretary of the Board, Assistant Secretary of the Board and other staff shall be appointed in the manner determined by the State Government by notification;

(d) all the Officers & staff shall be appointed on contract or deputation basis as per the recruitment rules or service rules or guidelines framed and approved by the Government of Mizoram to assist the Board in the efficient discharge of its functions under the Code:

Provided that the appointment hereof on contract basis shall not be deemed to confer any right or claim in service matter against the Government of Mizoram and shall be subject to sub-section (3) of section 108 of the Code;

(e) the salaries and allowances and other terms and conditions of service of the officers and staff appointed on contract or deputation basis shall be as decided by the State Government."

(9) Social security schemes and welfare measures under sub-section (6) of section 7.—

(a) the Board shall, with the prior approval of State Government, notify social security schemes and welfare measures prescribed in sub-section (6) of Section 7;

(b) the Board shall formulate social security schemes and welfare measures in which eligibility limit, detail of various benefits, application form, procedure, determination of competent authority for sanction of benefit and manner of payment and other incidental matters there to shall be clearly mentioned;

(c) the State Government may open State, District and Sub-Divisional level offices as it may consider desirable for the purpose of implementing the Code and the welfare schemes;

(d) the Board may, with the prior approval of the State Government, constitute such sub-committees as it may deem fit for the proper discharge of its duties and the members of such sub-committee shall be allowed travelling allowance and daily allowance at the rates and subject to the conditions specified under sub-rule 7.
The sub-committee shall consist of the following persons, namely:-

(i) Vice Chairperson of the Board;

(ii) Official of Labour, Employment, Skill Development & Entrepreneurship Department – Member Secretary;

(iii) One member representing the employers;

(iv) One member representing the building workers and

(v) Two members representing the Government.

(e) (i) the Vice-Chairperson of the Board shall be the Chairperson of the sub-committee. If the Vice-Chairperson is absent at any time the members present shall elect one among them to preside over the meeting;

(ii) no business shall be transacted at a meeting of the sub-committee unless at least three members of the Committee are present of whom one shall be from the members representing employers and another one shall be from the members representing building workers;

(iii) the term of the sub-committee shall be two years from the date of its constitution: Provided that the sub-committee shall continue in office until a new committee is constituted:
Provided further that in no case the sub-committee shall continue beyond a period of three years from the date of its original constitution;

(iv) The recommendation of the sub-committee shall be placed before the Board for its decision.

CHAPTER III
EMPLOYEES INSURANCE COURT

5. Manner and time within which second appeal may be filed to the Employees' Insurance Court by the Insured Person or the Corporation under clause (b) of sub-section(7) of section 37 of the Code.—

(1) The Insured Person or the Corporation may appeal to the Employees' Insurance Court by presenting an application within ninety days of the date of communication of the decision of the Medical Board or of the Medical Appeal Tribunal to the Insured Person or the Corporation, as the case maybe:

Provided that the Employees' Insurance Court may entertain an application after the period of ninety days, if it is satisfied that the appellant had sufficient reasons for not presenting the application within the said period.

(2) The applications to the Employees' Insurance Court, shall be in Form I.

6. Procedure to be followed by the Employees' Insurance Court under sub-section(2) and the rules under sub-section (3) of section 50 and the manner of commencement of proceedings before the Employees' Insurance Court, fees and procedure thereof under sub-section (1) of section 51 of the Code.-

(1) For the purpose of section 48, the State Government, by notification, shall constitute an Employees' Insurance Court for such local area as may be specified in the notification.

(2) Procedure for application to the Employee Insurance Court-

(a) An application under section 49 shall be presented in triplicate in **Form II** and shall contain the following particulars namely:-

(i) the name of the Court in which application is brought;

(ii) full name description including age, occupation and full postal address of applicant and the opposite party.

(iii) where the applicant or the opposite party is a minor or a person of unsound mind, a statement to that effect and the full name, age, occupation and full postal address of his or her guardian, next-of-kin, or any other person authorized to act on his or her behalf.

(iv) the fact constituting the cause of action and the date when it arose.

(v) the facts showing that court has jurisdiction.

(vi) The relief which the applicant claims.

(b) every application shall be verified in the same manner as a pleading in a Civil Court.

(c) all the documents on which the application is based or has desired by applicant shall be appended to application with an accurate list thereof;

(d) all application shall be entered in a register in Form- III to be maintained by the Court.

(3) Proceeding of Employees Insurance Court.—

(a) every application to the Court shall be brought within three years on which the cause of action arose or as the case may be, the claim becomes due;

(b) where at any stage it appears to the Court that the application should be presented to another Court, or should be entertained by the another Court, the first mentioned Court shall send the application or file of the case to the Court empowered to deal with it and shall inform the applicant and the opposite party accordingly and the Court to which application for file is transferred shall continue the proceedings as if the previous proceedings or any part of it had been taken before it;

(c) the Court shall follow the procedures of the Code of Civil Procedure, 1908 in respect of summoning of the parties, service of summon, procedure of hearing, framing of issues, statement and production of evidence, method of recording evidence, cross examination of witness and other related matters.

(4) Fees and Costs.—

(a) the fee payable on an application in respect of any matter referred to in section 49 of the Code shall be hundred rupees;

(b) the fee and costs payable in respect of any other matters shall be such as prescribed by the relevant laws prescribed for the time being in force;

(c) all fees and costs referred to in this rule shall be collected by means of Court fee stamps.

CHAPTER IV
GRATUITY

7. Bank or other financial institution in which the gratuity shall be invested for the benefit of minor under the third proviso to sub-section (1) of section 53 of the Code:—

(1) In the case of nominee, or an heir, who is minor, the competent authority shall invest the gratuity amount deposited with him for the benefit of such minor in term deposit with the State Bank of India or any other Nationalised Bank.

Explanation.- "Nationalised Bank" means a corresponding new bank specified in the First Schedule to the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970 (5 of 1970) or a corresponding new bank specified in the First Schedule of the Banking Companies(Acquisition and Transfer of Undertakings) Act, 1980 (40 of 1980).

(2) Time, form and manner of nomination by an employee under sub-section(1), the time to make fresh nomination under sub-section (4), the form and manner of modification of a nomination under sub-section (5)and the form for fresh nomination under sub-section (6) of section 55 of the Code .—

(a) a nomination shall be in **Form-IV** and submitted in duplicate by the employee either by personal service, after taking proper receipt or by registered post acknowledgement due or electronically to the employer;

(i) In the case of an employee who is already in employment for a year or more on the date of commencement of these rules but not submitted the nomination, ordinarily, within ninety days from such date; and

(ii) In the case of an employee who completes one year of service after the date of commencement of these rules, ordinarily within thirty days of the completion of one year of service:

Provided that nomination in **Form-IV** shall be accepted by the employer after the specified period, if filed and no nomination so accepted shall be invalid merely because it was filed after the specified period.

(b) within thirty days of the receipt of nomination in **Form-IV** under sub-rule (1), the employer shall get the service particulars of the employee, as mentioned in the form of nomination, verified with reference to the records of the establishment and return to the employee, after obtaining a receipt thereof, the duplicate copy of the nomination in **Form-IV** duly attested either by the employer or an officer authorised in this behalf by him, as a token of recording of the nomination by the employer and the other copy of the nomination shall be recorded;

(c) an employee who has no family at the time of making a nomination shall, within ninety days of acquiring a family submit in the manner specified in sub-rule (1), a fresh nomination, as required under sub-section (4) of section 55, duplicate in **Form-V** to the employer and thereafter the provisions of sub-rule (2) shall apply *mutatis mutandis* as if it was made under sub-rule (1);

(d) a notice of modification of a nomination, including cases where a nominee predeceases an employee, shall be submitted in duplicate in **Form-VI** to the employer in the manner specified in sub-rule (1)and thereafter the provisions of sub-rule (2) shall apply *mutatis mutandis;*

(e) a nomination or a fresh nomination or a notice of modification of nomination shall be signed by the employee or, if illiterate, shall bear his thumb impression in the presence of two witnesses, who shall also sign a declaration to that effect in the nomination, fresh nomination or a notice of modification of nomination, as the case may be, and shall be submitted by the employee electronically or by registered post acknowledgement due to the employer;

(f) a nomination, fresh nomination or notice of modification of nomination shall take effect from the date of receipt thereof by the employer.

8. Time within which and the form in which a written application shall be made under sub-section (1) and the form of application to the competent authority under clause (b) of sub-section (5) of section 56 of the Code.-

(1) Application for Gratuity,-

(a) an employee who is eligible for payment of gratuity under the Code, or any person authorized, in writing, to act on his behalf, shall apply, ordinarily within thirty days from

the date the gratuity became payable, in **Form-VII** to the employer:

Provided that where the date of superannuation or retirement of an employee is known, the employee may apply to the employer before thirty days of the date of superannuation or retirement:

Provided further that an employee on fixed term employment shall be eligible for gratuity, if he renders service under the contract for a period of one year and he shall be paid gratuity at the rate of fifteen days' wages, based on the rate of wages last drawn by him, for every completed year of service or part thereof in excess of six months.

(b) a nominee of an employee who is eligible for payment of gratuity under the second proviso to sub-section (1) of section 53 shall apply, ordinarily within thirty days from the date of gratuity became payable to him, in **Form-VII** to the employer:

Provided that an application in plain paper with relevant particulars shall also be accepted.

The employer may obtain such other particulars as may be deemed necessary by him;

(c) a legal heir of an employee who is eligible for payment of gratuity under the second proviso to sub-section (1) of section 53 shall apply, ordinarily within one year from the date of gratuity became payable to him, in **Form-VII** to the employer;

(d) where gratuity becomes payable under the Code before the commencement of these rules, the periods of limitation specified in clauses (i), (ii) and (iii) sub-rule (1) shall be deemed to be operative from the date of such commencement;

(e) an application for payment of gratuity filed after the expiry of the periods specified in this rule shall also be entertained by the employer, if the applicant produces sufficient cause for the delay in preferring his claim, and no claim for gratuity under the Code shall be invalid merely because the claimant failed to present his application within the specified period. Any dispute in this regard shall be referred to the competent authority for his decision;

(f) an application under this rule shall be presented to the employer either by electronically or personal service or by registered post.

(2) Notice for payment of gratuity.-

(a) within fifteen days of the receipt of an application under sub-rule (1) for payment of gratuity, the employer shall-

(i) if the claim is found admissible on verification, issue a notice in **Form-VIII** to the applicant employee, nominee or legal heir, as the case may be, specifying the amount of gratuity payable and fixing a date, not being later than the thirtieth day after the date of receipt of the application, for payment thereof; or

(ii) if the claim for gratuity is not found admissible, issue a notice in **Form-VIII** to the applicant employee, nominee or legal heir, as the case may be, specifying the reasons why the claim for gratuity is not considered admissible. In the case of denial of gratuity a copy of the notice shall be endorsed to the competent authority.

(b) in case payment of gratuity is due to be made in the employer's office, the date fixed for the purpose in the notice in **Form-VIII** under sub-clause (a) of clause (i) of sub-rule (2) shall be re-fixed by the employer, if a written application in this behalf is made by the payee explaining why it is not possible for him to be present in person on the date specified;

(c) if the claimant for gratuity is a nominee or a legal heir, the employer may ask for such witness or evidence as may be deemed relevant for establishing his identity or maintainability

of his claim, as the case may be. In that case, the time limit specified for issuance of notices under clause sub-clause (a) of clause (i) of sub-rule (2) shall be operative with effect from the date such witness or evidence, as the case may be, called for by the employer is furnished to the employer;

(d) a notice in **Form-VIII** shall be served on the applicant either by personal service after taking receipt or by registered post with acknowledgement due or electronically;

(e) a notice under sub-section (2) of section 56 of the Code shall be in **Form-VIII.**

(3) Mode of payment of gratuity.—

(a) The gratuity payable under the Code shall be paid through Demand Draft or by crediting in the bank account of the eligible employee, nominee or legal heir, as the case may be:

Provided that intimation about the details of payment shall also be given by the employer to the competent authority of the area.

(4) Application to competent authority for direction under clause (b) of subsection (5) of section 56 of the Code.—

(a) If an employer-

(i) Refuses to accept a nomination under sub-rule (2) or to entertain an application sought to be filed under sub rule (1) of rule 7; or

(ii) Issues a notice under sub-clause (a) of clause (i) of sub-rule (2) either specifying an amount of gratuity which is considered by the applicant less than what is payable or rejecting eligibility to payment of gratuity, or

(iii) Having received an application under sub-rule (1) fails to issue notice as required under sub- rule (2) within the time specified therein, the claimant employee, nominee or legal heir, as the case may be, may, within one hundred eighty days of the occurrence of the cause for the application, apply in **Form-IX** to the competent authority for issuing a direction under sub-section (5) of section 56 of the Code with as many extra copies as are the opposite party:

Provided that the competent authority may accept any application under this sub-rule, on sufficient cause being shown by the applicant, after the expiry of the specified period.

(b) Application under clause (i) sub-rule (4) and other documents relevant to such an application shall be presented in person to the competent authority or shall be sent by registered post acknowledgement due or electronically.

(5) Procedure for dealing with application for direction.—

(a) On receipt of an application under sub-rule (4) the competent authority shall, by issuing a notice in **Form-X**, by electronically or registered post acknowledgment due or in person call upon the applicant as well as the employer to appear before him on a specified date, time and place, either by himself or through his authorized representative together with all relevant documents and witnesses; if any.

(b) Any person desiring to act on behalf of an employer or employee, nominee or legal heir, as the case may be, shall present to the competent authority a letter of authority from the employer or the person concerned, as the case may be, on whose behalf he seeks to act together with a written statement explaining his interest in the matter and praying for permission so to act. The competent authority shall record thereon an order either according

his approval or specifying, in the case of refusal to grant the permission prayed for, the reasons for the refusal;

(c) A party appearing through an authorized representative shall be bound by the acts of such representative;

(d) After completion of hearing on the date fixed under clause (a), or after such further evidence, examination of documents, witnesses, hearing and inquiry, as may be deemed necessary, the competent authority shall record his finding as to whether any amount is payable to the applicant under the Code. A copy of the finding shall be given to each of the parties;

(e) If the employer concerned fails to appear on the specified date of hearing after due service of notice without sufficient cause, the competent authority may proceed to hear and determine the application ex parte. If the applicant fails to appear on the specified date of hearing without sufficient cause, the competent authority may dismiss the application:

Provided that an order under this clause may, on good cause being shown within thirty days of the said order, be reviewed and the application re-heard after giving not less than fourteen days' notice to the opposite party of the date fixed for rehearing of the application;

Provided further that the time limit for disposal of application for direction shall not exceed ninety days from the date of filing of the application before the Competent Authority. In case of non-appearance by either of the parties, a maximum of three opportunities may be given before disposal of the application.

(6) Place and time of hearing.—

The sittings of the competent authority shall be held at such times and at such places as he may fix and he shall inform the parties of the same in such manner as he thinks fit.

(7) Administration of oath.—

The competent authority may authorize a clerk of his office to administer oaths for the purpose of making affidavits.

(8) Summoning and attendance of witnesses.—

The competent authority may, at any stage of the proceedings before him, either upon or without an application by any of the parties involved in the proceedings before him, and on such terms as may appear to the competent authority just, issue summons to any person in **Form-X** either to give evidence or to produce documents or for both purposes on a specified date, time and place.

(9) Service of summons or notice:—

(a) Subject to the provisions of clause (b) any notice, summons, process or order issued by the competent authority may be served either personally or by registered post acknowledgement due or electronically or in any other manner as prescribed under the Code of Civil Procedure, 1908 (5 of 1908).

(b) Where there are numerous persons as parties to any proceeding before the Competent authority and such persons are members of any trade union or association or are represented by an authorised person, the service of notice on the Secretary, or where there is no Secretary, on the principal officer of the trade union or association, or on the authorized person shall be deemed to be service on such persons.

(10) Maintenance of records of cases by the competent authority.—

(a) The competent authority shall record the particulars of each case under section 56 and at the time of passing orders shall sign and date the particulars so recorded;

(b) The competent authority shall, while passing orders in each case, also record the findings on the merits of the case and file it together with the memoranda of evidence with the order sheet;

(c) Any record, other than a record of any order or direction, which is required by these rules to be signed by the competent authority, may be signed on behalf of and under the direction of the competent authority by any subordinate officer appointed in writing for this purpose by the competent authority.

(11) Direction for payment of gratuity.—

If a finding is recorded under clause (iv) of sub-rule (5) that the applicant is entitled to payment of gratuity under the Code, the competent authority shall issue a notice to the employer concerned in **Form-XI** electronically or registered post acknowledgment due or in person specifying the amount payable (including interest due, if any, under sub-section (4) of section 56 of the Code) and directing payment thereof to the applicant under intimation to the competent authority within thirty days from the date of the receipt of the notice by the employer. A copy of the notice shall be endorsed to the applicant employee, nominee or legal heir, as the case may be.

(12) Appeal.—

(a) The Memorandum of Appeal under sub-section (8) of section 56 of the Code shall be submitted to the appellate authority with a copy thereof to the opposite party and the competent authority either through delivery in person or under registered post acknowledgement due or electronically;

(b) The Memorandum of appeal shall contain the facts of the case, the decision of the competent authority, the grounds of appeal and the relief sought;

(c) There shall be appended to the Memorandum of Appeal a certified copy of the finding of the competent authority and direction for payment of gratuity;

(d) On receipt of the copy of Memorandum of Appeal, the competent authority shall forward records of the case to the appellate authority;

(e) Within fourteen days of the receipt of the copy of the Memorandum of Appeal, the opposite party shall submit his comments of each paragraph of the memorandum with additional pleas, if any, to the appellate authority with a copy to the appellant;

(f) The appellate authority shall record its decision after giving the parties to the appeal a reasonable opportunity of being heard. A copy of the decision shall be given to the parties to the appeal by electronically or registered post or in person and a copy thereof shall be sent to the competent authority returning his records of the case;

(g) The competent authority shall, on receipt of the decision of the appellate authority, make necessary entry in the records of the case maintained by him;

(h) On receipt of the decision of the appellate authority, the competent authority shall, if required under that decision, modify his direction for payment of gratuity and issue a notice to the employer concerned in **Form-XI** specifying the modified amount payable and directing payment thereof to the applicant, under intimation to the competent authority within fifteen days of the receipt of the notice by the employer. A copy of the notice be endorsed to the appellant employee, nominee or legal heir, as the case may be, and to the appellate authority;

(i) The time limit for disposal of appeal shall not exceed ninety days from the date of filing of appeal. In case of non-appearance by either of the parties, a maximum of three opportunities may be given before disposal of the appeal.

(13) Application for recovery of gratuity.—

Where an employer fails to pay the gratuity due under the Code in accordance with the notice by the competent authority under sub-rule (11) or sub-rule (12), as the case may be, the employee concerned, his nominee or legal heir, as the case may be, to whom the gratuity is payable may apply to the competent authority in duplicate in **Form XII** for recovery thereof under section 129 of the Code.

9. Manner of registration of an establishment by the employer under sub-section(3) and the manner of composition of the Board of Trustees of the approved gratuity fund and the manner in which the competent authority may recover the amount of the gratuity payable to an employee from the insurer under sub-section (4) of section 57 of the Code.—

(1) The State government shall notify the manner of registration of an establishment by the employer under sub-section (3) of section 57 as according to the provision referred in sub-section (1) and sub-section (2).

(2) The composition of the Board of Trustees of the approved gratuity fund shall be notified by State Government.

(3) All registration shall be preferably done electronically in **Form XIII.**

(4) Any amount directed to be paid under this section shall be recoverable as an arrear of land revenue.

***10.* Qualifications and experience of the officer appointed as the competent authority under sub-section (1) of section 58 of the Code.—**

The competent authority shall be appointed by the State Government by notification.

CHAPTER- V
MATERNITY BENEFIT ACT

11. Authority to whom an appeal may be preferred under sub-section (3) of section 72 of the Code.—

(1) Complaint under section 72.—

(a) A complaint under sub-section (1) of section 72 of the Code shall be made in writing in **Form-XIV** as the case may be;

(b) When a complaint referred to in section 72 of the Code is received by an Inspector - cum-Facilitator, he shall examine the relevant records maintained by the employer in this behalf, examine any person employed in the establishment and take down necessary statement for the purpose of the enquiry and if he is satisfied that the maternity benefit or the amount has been improperly withheld, he shall direct the employer to make the payment to the woman or to the person claiming the payment under section 63 of the code, as the case maybe, immediately or within a specified period:

Provided that the time limit for disposal of complaint shall not exceed ninety days from the date of filing of complaint. In case of non-appearance by either of the parties, a maximum of three opportunities may be given before disposal of the complaint.

(2) Appeal under section 72 of the Code.—

(a) An appeal against the decision of the Inspector-cum-Facilitator under sub-section (2) of section 72 of the Code, shall lie to the Competent Authority;

(b) The aggrieved person shall prefer an appeal in writing to the prescribed Authority in **Form-XV** and file other supporting documents;

(c) When an appeal is received, the prescribed Authority shall call from the Inspector-cum-Facilitator before a fixed date, the record of the case. The prescribed Authority shall, if necessary, also record the statements of the aggrieved person, and of the Inspector-cum-Facilitator and seek Clarification, if any, is required;

(d) Taking into account the documents, the evidence produced before him and the facts presented to him or ascertained by him, the prescribed Authority shall give his decision within a period of ninety days from filing of the application before him. In case of non-appearance by either of the parties, a maximum of three opportunities may be given before disposal of the appeal;

(3) The authority under the sub-section (3) of section 72 of the Code shall be appointed by the State Government by a notification.

CHAPTER- VI
EMPLOYEE'S COMPENSATION

12. Amount to be deposited towards the expenditure of the funeral of the employee with the competent authority by the employer under sub-section (7) of section 76 of the Code.—

If the injury of employee results in death, the employer shall in addition to compensation to be deposited under the Code with competent authority a sum of fifteen thousand rupees or such amount as may be prescribed by the State Government through Gazette notification, for payment of the same to the eldest surviving dependents of the employee towards the expenditure of the funeral of such employee or where the employee did not have the dependent or was not living with his dependent at the time of his death to the person who actually incurred such expenditure:

Provided that if the Central Government by notification enhances the amount specified in sub-section (7) of section 76 of the Code, the amount to be deposited under this rule shall be automatically enhanced.

13. Conditions when application for review is made without certificate of a medical practitioner under sub-section (1) of section 79 of the Code.—

Application for review of half-monthly payment under sub-section (1) of section 79, may be made without being accompanied by a medical certificate,—

(a) By the employer, on the ground that since the right to compensation was determined, the employee's wages have increased;

(b) By the employee, on the ground that since the right to compensation was determined, his wages have diminished;

(c) By the employee, on the ground that the employer, having commenced to pay compensation, has ceased to pay the same, notwithstanding the fact that there has been no change in the employee's condition such as to warrant such cessation;

(d) Either by the employer or by the employee, on the ground that the determination of the rate of compensation for the time being in force was obtained by fraud or undue influence or other improper means;

(e) Either by the employer or by the employee on the ground that in the determination of compensation there is a mistake or error apparent on the face of the record.

14. Class of employers and the form of notice-book under sub-section (4) of section 82 of the Code.—
Every employer to which the code applies shall maintain a notice book in accordance with sub-section of section 82 of the Code in **Form- XVI.**

15. Interval for medical examination under the proviso to sub-section (1) of section 84 of the Code.—
An employee who is in receipt of a half monthly payment shall not be required to submit himself for medical examination elsewhere than at the place where he is residing for the time being for more than twice in the first month following the accident or more than once in any subsequent month.

16. Form of statement to be submitted by the employer under sub-section (1) of section 88 of the Code.—
The Statement for fatal accident required by sub section (1) of section 88 of the Code shall, be in **Form XVII.**

17. Manner of Recording Memorandum for the purpose of sub-section (1) of section 89 of the Code.—

(1) Form of Memorandum- Memoranda of agreement sent to the competent authority under sub-section (1) of section 89 shall unless the competent authority otherwise directs, be in duplicate, and shall be in as close conformity as the circumstances of the case admit with, **Form XVIII,** or **Form XVIII-A,** or **Form XVIII-B** as the case may be.

(2) On receiving a memorandum of agreement, the competent authority shall, for taking decision to record memorandum or refusing to record, shall issue notice to parties to agreement in **(Form XIX)** fixing date and place of hearing that in default of objections he proposes to record the memorandum on the date so fixed: The notice under this sub-rule may be sent personally or through registered post/speed post or electronically:

Provided that the notice may be communicated orally to any parties who are present at the time when notice in writing would otherwise issue.

(3) On the date so fixed, the competent authority, after hearing the parties to agreement shall take decision to record or refuse to record the memorandum:

Provided that the issue of a notice under sub-rule (2) shall not be deemed to prevent the competent authority from refusing to record the memorandum on the date so fixed even if no objection be made by any party concerned.

(4) If on such date the competent authority decides that the memorandum ought not to be recorded, he shall inform the parties present of his decision and of the reasons thereof and if any party desiring the memorandum to be recorded is not present, he shall send information to that party.

(5) Registration of memorandum accepted for record.- In recording a memorandum of agreement, the competent authority shall cause the same to be entered in a register in **Form XX** and shall cause an endorsement to be entered under his signature on a copy of a memorandum to be retained by him in the following terms, namely-

"The memorandum of agreement bearing Serial No. _____of 20 in the register has been recorded this _____ day _____ of _____

(Signature) Competent authority"

18. Qualifications and Experience for competent authority under sub-section (1) of Section 91 of the Code.—

The competent authority shall be appointed by the State Government by notification.

19. Manner in which matters may be dealt with by or before a competent authority under sub-section (1) of section 92 of the Code.—

(1) On receipt of the application, the competent authority shall verify the jurisdiction as per the parameters specified in clause (a), (b) and (c) of sub-section (1) of section 92 of the Code.

(2) If it appears to the competent authority on receiving application that it should be presented to another competent authority, he shall return it to the applicant after endorsing upon it the date of the presentation and return, there as on for returning it and designation of the competent authority to whom it should be presented.

(3) If at any stage of case it appears to competent authority the application should be entertained by another competent authority, he shall send file of the case to that authority and who has the jurisdiction, and inform to applicant and other parties as per the procedure defined in sub-section (3) of section 93 of the Code.

(4) The competent authority to whom the case has been transferred, shall continue to proceed as if the previous proceedings were done before him, provided he is satisfied that it will not cause prejudice to the concerned parties.

20. Time-limit for disposal of application and cost incidental to the proceedings under sub-section (4) of section 93 of the Code.—

(1) The appropriate authority shall dispose the application within six months from the date of application received.

(2) Incidental Costs.—

(a) Any party to the dispute who desires to get certified copies of decision, decree, or other document may get decision, decree, or other document on payment of cost at the following rate ,-

(i) The cost for the copies of any document of record or statement or order or decree may be notified by the State Government from time to time;

(ii) The cost of service or summons or notices or expenses of witnesses or the cost payable in respect of any matter not referred before shall be such amount as may be specified in each case by the Court and such amount or any other sum of money payable under this rule shall be paid in such manner and within such time as may be notified by the State Government;

(iii) The Court may, whenever it finds either on applications of applicant or otherwise that the applicant is unable to pay the cost it may exempt the applicant from the payment of cost;

(b) Any person who is not a party to dispute, may get the certified copy of decision, decree or other documents except the confidential documents, on payment of the fees prescribed in above mentioned clauses.

21. Manner of authentication of memorandum under section 97 of the Code.-

(1) Evidence:-

(a) After framing of issues, parties may submit their evidence on affidavit, on which opposite

party shall have right to cross examination;

(b) On application by any party to the proceedings and on deposit of fees and expenses fixed by the competent authority, the competent authority may summon any witness whose evidence, he thinks necessary for just decision of the case;

(c) The evidence of all witnesses shall be recorded in the presence of competent authority and shall be authenticated by his signature and seal.

(2) Provisions of Code of Civil Procedure, 1908 to apply.—Save as otherwise expressly provided in the Act or these rules the Code of Civil Procedure, 1908 shall apply to proceedings before competent authorities, in so far as they may be applicable thereto:

Provided that: -

(a) For the purpose of facilitating the application of the said provisions the competent authority may construct them with such alternations not affecting the substance as may be necessary or proper to adapt them to the matter before him;

(b) The competent authority may, for sufficient reasons, proceed otherwise than in accordance with the said provision, if he is satisfied that the interests of the parties will not thereby be prejudiced.

CHAPTER VII
SOCIAL SECURITY AND CESS IN RESPECT OF BUILDING AND OTHER CONSTRUCTION WORKERS

22. Time limit to pay the amount of cess under section 101 of the Code.—

(1) The cess levied under the sub-section (1) of section 100 shall be paid by an employer, within thirty days of the completion of the construction project or within thirty days of the date on which assessment of cess payable is finished, whichever is earlier, to the cess collector.

(2) Notwithstanding the provisions of sub-rule (1), where the duration of the project or construction work exceeds one year, cess shall be paid within thirty days of completion of one year from the date of commencement of work and every year thereafter at the notified rates on the cost of construction incurred during the relevant period.

23. Fees for appeal under sub-section (2) of section 105 of the Code.—

A fee equivalent to one percentage of the amount in dispute or penalty or both, as the case may be, under such appeal.

24. Conditions to acquire, hold, sell or otherwise transfer any movable or immovable property under sub-section (1), conditions to invest moneys, re-invest or realise investments under sub-section (2) terms to raise loans and take measures for discharging such loans under sub-section (3) and terms to constitute for the benefit of officers and staff or any class of them, provident or other benefit funds under sub-section (4) of section 120 of the Code.–

The State Government may notify the conditions after consultation with Finance Department.

25. Conditions and manner of writing off irrecoverable dues under section 121 of the Code.—

Where the Mizoram Unorganized Workers Social Security Board is of the opinion that the amount of contribution, cess, interest and damages due to board has become irrecoverable, the Board or any

other officer authorised by it in this behalf may sanction the writing off of the said amount, subject to the following conditions, namely: —

(a) Establishment has been closed for more than five years and the whereabouts of the employer cannot be ascertained, despite all possible efforts;

(b) Decree obtained by the Board could not be executed successfully for want of sufficient assets of the defaulting employer; or

(c) Claim for contribution is not fully met by —

(i) The Official Liquidator in the event of factories or establishments having gone into liquidation; or

(ii) In the event of unit being nationalised or taken over by the Government.

CHAPTER VIII
INSPECTOR-CUM-FACILITATOR: POWERS AND DUTIES

26. Other powers of Inspector-cum-Facilitator under clause (e) of sub-section (6) of section 122 of the Code.-

An addition to powers in sub-section (6) of section 122, Inspector-cum-facilitator may exercise such other powers and shall perform such other duties as may be assigned by the State Government by general or special order.

CHAPTER IX
MAINTENANCE OF RECORDS & REGISTERS

27. Form and manner for maintenance of records and registers and other particulars and details under clause (a), manner and form for display of notices at the workplaces of the employees under clause (b) and the manner and period of filing returns to the officers or authority under clause (d) of section 123 of the Code.—

(1) Register of Women Employees.—

(a) The employer of every establishment in which women are employed shall prepare and maintain a register of women employees in **Form XXI** electronically or in hard copy and shall enter therein particulars of all women workers in the establishment. Further, it shall always be available for inspection under notified inspection scheme for the Inspector-cum-Facilitator;

(b) The employer may enter in the register of women employees such other particulars as may be required for any other purpose of the Code.

(2) Display of Notices.—

(a) Every employer shall display at a conspicuous place in the establishment, accessible to all employees, the notices required under the provisions of Chapter V of the Code and the rules framed thereunder;

(b) Such notices shall be displayed either in electronic form on digital boards or computers accessible to workers, or in hard copy, or in both forms, as may be suitable to the establishment;

(c) The notices shall be displayed in English and in the local language understood by the majority of the employees of the establishment;

(d) The employer shall keep the notices up-to-date and replace any damaged, illegible or outdated notices without delay;

(e) Where notices are displayed electronically, the employer shall ensure that they are continuously accessible during working hours and are protected against unauthorized alteration.

(3) Records,—

Records kept under the provisions of Chapter V of the Code and the rules framed thereunder shall be preserved for a period of two years from the date of their preparation.

(4) Annual returns.—

(a) The employer to which the provisions of Chapter V of the Code applies, on or before the 1st day of February in each year, upload a unified annual return in **Form-XXII** electronically or manually, giving information as to the particulars specified, in respect of the preceding year:

Provided that during inspection, the Inspector-cum-Facilitator may require the production of accounts, books, register and other documents maintained in electronic form or otherwise;

(b) Every employer shall file such returns electronically or otherwise to such officer or authority as may be fixed by State Government by general or special order.
Explanation.— (a) For the purposes of this sub-rule, the expression "electronic form" shall have the same meaning as assigned to it in clause (r) of section 2 of the Information Technology Act, 2000 (21 of 2000);

(c) If the employer to which the Code applies sells, abandons or discontinues the working of the establishment, then he shall, within one month of the date of such sale or abandonment or four months of the date of such discontinuance, as the case may be, upload online, on the web portal of the Government a further unified return in Form XVIII referred to in clause (a) in respect of the period between the end of the preceding year and the date of the sale, abandonment or discontinuance.

CHAPTER X
COMPOUNDING OF OFFENCE

28. Form and manner of application for compounding of an offence under subsection (4) of section 138 of the Code.—

(1) The officer authorized by the State Government by notification for the purposes of compounding of offences under sub-section (1) of section 138 shall issue electronically a compounding notice in **Form-XXIII** for the offences for which are compoundable under section 138 of the Code.

(2) The person so noticed may apply in Part III of **Form-XXIII** to the officer electronically and deposit the entire compounding amount by electronic transfer or otherwise, within fifteen days of the receipt of the notice.

(3) The Compounding Officer shall issue a composition certificate in Part IV of **Form-XXIII** within ten days of receipt of the composition amount, to such person from whom such amount has been received in satisfaction of the composition notice.

(4) If a person so noticed fails to deposit the composition amount within the prescribed time,

the prosecution shall be instituted before the Competent Court or the offence in respect of which the compounding notice was issued, against such person.

(5) For the compounding of an offence after the institution of prosecution in a Competent Court in respect thereof, the provisions of sub-section (6) of section 138 of the Code shall apply.

CHAPTER XI
EMPLOYMENT INFORMATION AND MONITORING

29. Manner and form of reporting vacancies and form of filing the return by the employer, to the concerned career centre under sub-section (2) of section 139 of the Code.—

(1) Reporting of Vacancies to Career Centres.-

(a) after the commencement of this Code in the State or area thereof, the employer in every establishment in public sector in that State or area shall, before filling up any vacancy in any employment in that establishment, report that vacancy or cause to be reported to such Career Centre as may be specified in the notification by the State Government;

(b) the employer in every establishment in private sector or every establishment pertaining to any class or category of establishments in private sector shall, before filling up any vacancy in any employment in that establishment, report that vacancy or cause to be reported to such Career Centre from such date as may be specified in the notification by the State Government;

(c) state Government shall provide for mechanism for receipt of vacancies reported by the employers. Career Centre to which the vacancies are reported, would provide a unique vacancy reporting number for the vacancy reported and convey it to the employer in writing, through email or digitally or through any other such media immediately but in any case not later than five working days from the date of receipt of reporting of vacancies.

Explanation:—

(i) *Establishment in "public sector"* means an establishment owned, controlled or managed by.—

(a) the Government or a Department of the Government;

(b) A Government company as defined in clause (45) of section 2 of the Companies Act, 2013 (No. 18 of 2013);

(c) A corporation (including a co-operative society) or an autonomous organization or an authority or a body established by or under a Central or State Act, which is owned, controlled or managed by the Government; and

(d) A local authority.

(ii) *"Establishment in private sector"* means an establishment which is not an establishment in public sector and with ordinarily 25 or more employees or such number of employees as may be notified by the State Government.

(2) Type of vacancies and respective Career Centre for reporting of vacancies.—

(a) the following vacancies, namely-

(i) all vacancies in posts of Technical and Scientific nature carrying a minimum pay or pay level or both as notified by the State Government, occurring in establishments in respect of which the State Government is the appropriate Government under the Code; and

(ii) vacancies which an employer may desire to be circulated to the Career Centres outside the State or Union Territory in which the establishment is situated shall be reported to such Career Centre as may be specified by the State Government *by notification.*

(b) vacancies which have been reported to the Career Centre and for which recruitment is to be made on State or Inter-State or all India basis, shall also be reported to Career Centre (Central) or uploaded on a digital portal as specified by the Central Government by notification.

(3) Form and manner of reporting of vacancies.—

(a) the vacancies shall be reported in writing or through valid official email or digitally to the Career Centre specified by the State Government;

(b) the vacancies shall be reported in the format given at **Form XXIV,** furnishing as many details as practicable, separately in respect of each type of vacancy;

(c) any change in the particulars already furnished to the Career Centre under clause (a) of sub-rule(3), shall be reported in writing or through official email or digitally as the case may be, to the specified Career Centre.

(4) Time limit in the reporting of vacancies.—

vacancies, required to be reported to the Career Centre, shall be reported at least fifteen days before the last date of receipt of the applications of the prospective candidates for purpose of appointment or taking interview or test against the vacancies reported.

(5) Maintenance of records.—

(a) after commencement of these rules in any state or area thereof, the employers in every establishment in the public sector in that state or area shall maintain records manually or electronically or digitally about -

i) total number of employees (regular, contractual or fixed term employment) on *thirty first March* of every year;

ii) persons recruited during the year ending on *thirty first March*;

iii) occupational details of its employees on *thirty first March* of every year;

iv) vacancies for which suitable candidates were not available during the year ending on *thirty first March*; and

v) approximate number of vacancies likely to occur during the next financial year.

(b) The State Government may by notification, require that from such date as may be specified in the notification, the employer in every establishment in private sector or every establishment pertaining to any class or category of establishment in private sector shall maintain records manually or electronically or digitally about -

i) total number of employees (regular, contractual or fixed term employment) on *thirty first March* of every year;

ii) persons recruited during the year ending on *thirty first March;*

iii) occupational details of its employees on *thirty first March* of every year;

iv) vacancies for which suitable candidates were not available during the year ending on *thirty first March*; and

v) approximate number of vacancies likely to occur during the next financial year.

(6) Submission of returns.—

An employer shall furnish to the concerned Career Centre yearly returns in form EIR

(Employment Information Return) as given at **Form-XXV** Yearly returns shall be furnished manually or, electronically, or digitally, as the case may be, as specified by the respective State Government in notification, within thirty days of the due date namely *thirty first March* of the year.

(7) Declaration of Executive Officer.—

The Director of Employment, controlling the work of Career Centres of the State Government, will declare in writing an officer looking after the work of Career Centres as "Executive Officer" for each district for the purpose of enforcement/implementation of Chapter XIII (Employment Information and Monitoring) of the Code. He shall be the officer who shall exercise the rights and perform duties referred to in section 139 of the Code, or authorize any person in writing to exercise those rights and perform duties.

(8) Levy of penalty under Chapter XIII of the Code.—

The Director of Employment or an officer of equivalent or above rank, controlling the work of Career Centres, of the respective State shall be the competent authority to approve institution or sanction the institution of levy of penalty for an offence under the Code as mentioned in section 133.

CHAPTER XII
MISCELLANEOUS

30. Constitution of Fund under Clause (ii) of sub-section (5) of section 141 of the Code.—

(1). In addition to source of fund mentioned in Clause (i) of sub-section (5) of section 141, the amount received from the following sources shall be credited to the Fund:-

(a) amount given by the State Government for the establishment of the fund;

(b) the amount of grant given by the Government of India, the State Government and other authorities and statutory bodies;

(c) amount received for registration/renewal of beneficiaries and their contribution;

(d) amount received for implementation of the scheme notified by the Government of India;

(e) amount received for implementation of the scheme notified by the State Government;

(f) contribution or donation or any other financial support from employer, their association or from Corporate Social Responsibility Fund as determined by the State Government by general or special order;

(g) any other source which is approved by State Government through notification.

31. Time limit for forwarding views on exemption applications under section 143 of the Code.-

The State Board shall forward its views on any application seeking exemption under sub-section (1) of section 143 of the Code to the appropriate Government within a period of six months from the date of receipt of such application:-

Provided that if the State Board fails to forward its views within the said period, the appropriate Government may, for reasons to be recorded in writing, either extend the time limit or proceed to decide the application as it deems fit.

32. Conditions to be complied with after grant of exemption under section 143 of the Code.-

(1) An establishment or class of establishments, or employee or class of employees, granted exemption under sub-section (2) of section 143 of the Code from the provisions of Chapter IV shall—

(a) maintain such records and submit such returns and information to the Corporation as may be specified by the Central Government in the regulations;

(b) in the event of a change in legal status of the exempted establishment—by merger, demerger, acquisition, sale, amalgamation, or restructuring—the exemption shall stand cancelled, and a fresh application shall be required for exemption.

33. Terms and conditions for management of trust.-

(1) A Board of Trustees shall be constituted for managing the provident fund or pension fund, in accordance with the directions of the State Government or the Regional Provident Fund Commissioner.

(2) The Board shall comprise an equal number of representatives from employers and employees, as specified in the respective fund scheme.

(3) The employer shall be the Chairperson of the Board, and may exercise a casting vote in case of a tie. The Chairperson shall maintain arm's length principles in all proceedings.

(4) The Board shall meet at least once every three months and function per guidelines issued by the State Government or the Regional Provident Fund Commissioner.

(5) The procedure for election, tenure, disqualification, quorum, record maintenance, and other related matters shall be as specified in the relevant Provident Fund or Pension Scheme.

(6) In case of dispute or doubt—

(a) interpretation of any provision of this rule shall be referred to the State Government, whose interpretation shall be final;

(b) clarifications on any other matter relating to exemptions shall be referred to the Regional Provident Fund Commissioner or other authorized officer, whose clarification shall be binding.

34. Rule 34. Misuse of benefits under section 148 of the Code.-

In the event that any establishment or person is found to have misused any benefit under the Code or the rules, regulations, or schemes made thereunder, the State Government may, by notification, specify a period during which such establishment or person shall be ineligible to receive any further benefits

Dr. H. Lianzela
Secretary to the Government of Mizoram,
Labour, Employment, Skill Development &
Entrepreneurship Department

FORM I
(SEE RULE 5)
APPEAL TO EMPLOYEES' INSURANCE COURT

To,

The Authority,
(Appointed under the Code on Social Security, 2020)
……(Address)

Sir,

I……..…., the undersigned, employee
of…….…..…... (Name and full address of the establishment)

*Feel aggrieved by the order of ..... under sub section 7(a) of section 37 for the reasons attached hereto, prefer this second appeal under sub-section 7(b) of section 37 and request that the said ..... be ordered .....

A copy of the order of.....in this behalf is enclosed.

Signature or thumb impression
of the Aggrieved person

Date .....

Signature of an Attester in case the person
is not able to sign and affixes thumb impression.

FORM II
[SEE RULE 6 (2)]

In the Employees, Insurance Court at
…….....……
…….....
.....

Applicant
(add description and residence)
Against
…….……....……
...

Opposite Party (add description and residence) Other Particulars of Application specified in rule 6(2)
…….……....……
…….....
.....

Signature of Applicant

Date …….

(Verification by the applicant)

The statement of facts contained in this application is to the best of my knowledge and belief, true and correct.

Date ……..…

Signature

FORM III
[(SEE RULE 6(2)(IV)]
EMPLOYEE'S INSURANCE COURT AT .....
REGISTER OF PROCEEDINGS IN THE YEAR 20.....

	Date of presentation of application		Applicant			Opposite Party		Claim				Appearance			Final				Appeal		Executive					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26

FORM IV
[SEE RULE 7 (2)]
NOMINATION

To

(Give here name or description of the establishment with full address)
(Name in full here)

I, Shri/Shrimati/Kumari.....whose particulars are given in the statement below, hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

1. I, hereby certify that the person (s) mentioned is a/are member (s) of my family within the meaning sub section (33) of section 2 of the code.
2. I hereby declare that I have no family within the meaning of sub-section (33) of Section 2 of the Code.
3. (a) My father/mother/parents is/are not dependent on me.
   (b) My husband's father/mother/parents is/are not dependent on my husband.

NOMINEE (S)

Name in full with full address of nominee	**Relationship with the employee**	**Age of Nominee**	**Proportion by which the gratuity will be shared**
1	2	3	4
1. 2. 3. 4.			

STATEMENT:

1. Name of the Employee in full.
2. Sex.
3. Religion.
4. Whether unmarried/married/widow/widower.
5. Department/branch/section where employed.
6. Post held with ticket no., or serial no., if any
7. Date of appointment
8. Permanent address

Place:
Date:

Signature/thumb-impression
of the Employee.

DECLARATION BY WITNESS

Nomination signed/thumb impressed before me
Name in full and full address

Of Witness	Signature of witness
1.	1.
2.	2.

Certificate by the Employer
Certified that the particulars of the above nomination have been verified and recorded in the establishment.
Employer's reference no., if any

Signature of the employer/officer authorized
Designation

Date

Name and the address of the establishment or rubber stamp thereof.

Acknowledgment by the employee

Received the duplicate copy of nomination in form 'F' filed by me and duly certified by the employer.

Date

Signature of the Employee.

Note-Strikeout the words and paragraphs not applicable.

FORM V
[SEE RULE 7(2)(3)]
FRESH NOMINATION

To

(Give here name or description of the establishment with full address.)

I, Shri/Srimati ……. (name in full here) whose particulars are given in the statement below, have acquired a family within the meaning of sub-section (33) of section 2 of the code ……... with effect from the …… (date here) ……... in the matter indicated below and therefore nominate a fresh person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable or having become payable has not been paid, direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

1. I hereby certify the person(s) nominated is a/are member(s) of my family within the meaning of sub-section (33) of section 2 of the code.

1. (a) My father/mother/parents is/are not dependent on me.
   (b) My husband's father/mother/parents is/are not dependent on my husband.

2. I have excluded my husband from my family by a notice, dated the ……to the controlling authority in terms of the proviso to sub-section (33) of section 2 of the code.

NOMINEE(S)

Name in full with full address of nominee	**Relationship with the employee**	**Age of Nominee**	**Proportion by which the gratuity will be shared**
1	2	3	4

Manner of acquiring a 'family'
(Here give details as to how a family was acquired, i.e., whether by marriage or parents being rendered dependent or through other process like adoption.)

STATEMENT:

1. Name of the Employee in full.
2. Sex.
3. Religion.
4. Whether unmarried/married/widow/widower.
5. Department/branch/section where employed.
6. Post held with ticket no., or serial no., if any
7. Date of appointment
8. Permanent address

Place:
Date:

Signature/thumb-impression
of the Employee.

DECLARATION BY WITNESSES

Fresh nomination signed/thumb-impressed before me.
Name in full and full address of witness.

Signature of witnesses

1. **1.**

2. **2.**

CERTIFICATE BY THE EMPLOYER

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's reference no., if any

Designation.
Name and address of the establishment
Or rubber stamp thereof.

Acknowledgment by the employee

Received the duplicate copy of the nomination in form's' filed by me on……., duly certified by the employer.

Date **signature of the employee**

Note-Strike out the words and paragraphs not applicable.

FORM VI
[SEE RULE 7 (2)(4)]
MODIFICATION OF NOMINATION

To

…….

[Give here name or description of the establishment with full address]

I, Shri/Shrimati/Kumari ……..…… [Name in full here] whose particulars are given in the statement below, hereby give notice that the nomination filed by me on …… [date] and recorded under your reference No. ……. dated ……... shall stand modified in the following manner. [Here give details of modifications intended]

STATEMENT

1. Name of employee in full.
2. Sex.
3. Religion.
4. Whether unmarried/married/widow/widower.
5. Department/Branch/Section where employed.
6. Post held with Ticket or Serial No. if any.
7. Date of appointment.
8. Address in full.

Place
Date

Signature/Thumb impression of the employer

DECLARATION BY WITNESSES

Modification of nomination signed/thumb impressed before me. Name in full and full address of witnesses.

Signature of witnesses
1.
2.

Place
Date

CERTIFICATE BY THE EMPLOYER

Certified that the above modification have been recorded. Employer's Reference No., if any.

Signature of the employer/ officer authorized
Designation

Name and address of the Establishment or rubber stamp thereof.

ACKNOWLEDGMENT BY THE EMPLOYEE

Received the duplicate copy of the notice for modification in Form 'H' filed by me on ……. duly certified by the employer.

Date **Signature of the employee**

FORM-VII
[SEE RULE 8(1) (i) (ii) (iii)]
APPLICATION FOR GRATUITY BY AN EMPLOYEE/NOMINEE/LEGAL HEIR
(Strike out the words not applicable)

To,

……
(Give here name or description of the establishment with full address)

Sir/Madam,

I, ……..…….... (name of employee/nominee/legal heir) /nominee of late ……..…….(Name of the employee)/ as a legal heir of late……..……. (Name of the employee), beg to apply for payment of gratuity to which I am entitled under sub-section (1) of section 53 of the Code on Social Security, 2020 on account of:

a) my superannuation/retirement/resignation after completion of not less than five years of continuous service/total disablement due to accident/total disablement due to disease / on termination of contract period under fixed term employment with effect from the ……... or;

b) death of the aforesaid employee while in service/superannuation on ……...…… after completion of……...…...years of service/total disablement of the aforesaid employee due to accident or disease while in service with effect from the …… or;

c) death of aforesaid employee of your establishment while in service/superannuation on …… (date) without making any nomination after completion of ……... years of service/total disablement of the aforesaid employee due to accident or disease while in service with effect from ……

Necessary particulars relating to my appointment are given in the statement below.

1. Name of employee in full, (if, the gratuity is claimed by an employee)
    a. Marital status of employee(unmarried/married/widow/widower)
    b. Address in full of employee, OR
2. Name of nominee/legal heir, (if the gratuity is claimed by nominee/legal heir)
    a. Name of Employee
    b. Marital status of nominee/legal heir(unmarried/married/widow/widower)
    c. Relationship of nominee/legal heir with the employee
    d. Address in full of nominee/legal heir
    e. Date of death and proof of death of the employee
    f. Reference No. of recorded nomination if available
3. Department/Branch/Section where last employed
4. Post held by employee.
5. Date of appointment.
6. Date and cause of termination of service
7. Date of Death

8. Total period of service of the employee
9. Total wages last drawn by the employee.
10. Total gratuity payable to the employee/ share of gratuity claimed by a nominee/legal heir.
11. Payment may please be made by crossed bank cheque/credit in my bank account no…...

Yours Faithfully,
Signature/Thumb-impression
of the applicant employee/nominee/legal heir.

Place/Date

FORM-VIII
[(SEE RULE 8(2)]
NOTICE FOR PAYMENT/REJECTING CLAIM OF GRATUITY
(Strike out the words not applicable)

To

,……
(Name and address of the applicant employee/nominee legal heir)

You are hereby informed that

(a) *as required under clause (b) sub-rule (2) of rule 8 of the Code on Social Security Rules, 2021, that your claim for payments of gratuity as indicated on your application in Form-VII under the said rules is not admissible for the reasons stated below:
Reasons (Here specify the reasons); or

(b) *as required under clause (a) sub-rule (2) of rule 8 of the Code on Social Security Rules, 2021 that a sum of Rs. ……... (Rupees……) is payable to you as gratuity/as your share of gratuity in terms of nomination made by .....…….on……and……recorded in this …… as a legal heir of……..an employee of this establishment.

2. *Please call at ……..... on…….....…….....… (Here specify place) ……...(date) at……. (time) for collecting your payment of gratuity crossed cheque.

3. Amount payable shall be sent to you through demand draft or shall be credited in your bank account as desired by you.

4. Brief statement of calculation
   (a) Date of appointment.
   (b) Date of termination/superannuation/resignation/ disablement/death.
   (c) Total period of service of the employee concerned: .....years……...months.
   (d) Wages last drawn:
   (e) Proportion of the admissible gratuity payable in terms of nomination/as a legal heir:
   (f) Amount payable:

Place:
Date:

Signature of the Employer/
authorised officer.

Name or description of establishment or rubber stamp thereof.

Copy to: The Competent Authority in case of denial of gratuity.

FORM-IX
[(SEE RULE 8(4)]
APPLICATION FOR DIRECTION
BEFORE THE COMPETENT AUTHORITY FOR CHAPTER V UNDER THE CODE ON SOCIAL SECURITY, 2020

Application No. ..... Date.....

BETWEEN

(Name in full of the applicant with full address)

AND

(Name in full of the employer concerned with full address)

The applicant is an employee of the above-mentioned employer/a nominee of late…… an employee of the above-mentioned employer/a legal heir of late…… and employee of the above-mentioned employer and is entitled to payment of gratuity under section 53 of the Code on Social Security, 2020 on account of his own/aforesaid employee's superannuation on…… (date)/his own retirement/aforesaid employees' resignation n……..(date) completion of……years of continuous service/his own/aforesaid employees' total disablement with effect from …….(date) due to accident/disease death of an aforesaid employee on…….

2. The applicant submitted an application under rule 8(1) of the Code on Social Security (Mizoram) Rules, 2021 on the ……. But the above-mentioned employer refused to entertain it/ issued a notice dated the …… under clause ……of sub-rule of rule …….....……. offering an amount of gratuity which is less than my due/issued a notice dated ……... the under clause……. of sub-rule……of rule……. rejecting my eligibility to payment of gratuity. The duplicate copy of the said notice is enclosed.
3. The applicant submits that there is a dispute on the matter (specify the dispute).
4. The applicant furnishes the necessary particulars in the annexure hereto and prays that the Competent Authority may be pleased to determine the amount of gratuity payable to the petitioner and direct the above-mentioned employer to pay the same to the petitioner.
5. The applicant declares that the particulars furnished in the annexure hereto are true and correct to the best of his knowledge and belief.

Date:

Signature/Thumb impression of the applicant.

ANNEXURE

1. Name in full of the applicant with full address.
2. Basis of a claim (Death/Superannuation/Retirement/Resignation/Disablement of Employee/ Completion of contract period under Fixed Term Employment).

3. Name and address in full of the employee.
4. Marital status of the employee (unmarried/married/widow/widower).
5. Name and address in full of the employer.
6. Department/Branch/Section where the employee was last employed (if known).
7. Post held by the employee with Ticket or Sl. No., if any (if known).
8. Date of appointment of the employee (if known).
9. Date and cause of termination of service of the employee (Superannuation/ retirement/ resignation/disablement/death /Completion of contract period under Fixed Term Employment).
10. Total period of service by the employee
11. Wages last drawn by the employee
12. If the employee is dead, date and cause thereof
13. Evidence/witness in support of death of the employee
14. If a nominee, No. and date of recording of nomination with the employer
15. Evidence/witness in support of being a legal heir if a legal heir
16. Total gratuity payable to the employee (if known)
17. Percentage of gratuity payable to the applicant as nominee/legal heir
18. Amount of gratuity claimed by the applicant

Place:
Date:

Signature/Thumb-impression of the applicant

FORM – X
[(SEE RULE 8 (5), (8)]
NOTICE FOR APPEARANCE BEFORE THE COMPETENT AUTHORITY/SUMMON
(Strike out the words not applicable)

To,

(Name and address of the employer/applicant)

Whereas Shri/Smt ……...an employee under you/a nominee(s)/legal heir(s) of Shri/Smt…….an employee under the above-mentioned employer, has/have filed an application under sub-rule ..... of rule ..... of the Code on Social Security (Mizoram) Rules, 2021 alleging that..... (A copy of the said application is enclosed, if, summon is issued then copy of application is not required) Now, therefore, you are hereby called upon/summoned to appear before the Competent Authority at ……...(place) either personally or through a person duly authorized in this behalf for the purpose of answering all material questions relating to the application on the …... day of ……20…... at …….'O' clock in the forenoon/afternoon in support of/to answer the allegation; and as the day fixed for your appearance is appointed for final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence, and the documents upon which you intend to rely in support of your allegation/defence.

Take notice that in default of your appearance on the day before-mentioned, the application will be dismissed/heard and determined in your absence.

Whereas your attendance is required to give evidence/you are required to produce the documents mentioned in this list below, on behalf of ……. in the case arising out of the claim for gratuity by……. Form……. and referred to this Authority by an application under section 56 of the Code on Social Security, 2020, you are hereby summoned to appear personally before this Authority on the ……. day of ……...20……... at …… 'O'clock in the forenoon/afternoon and to bring with you for to send to this Authority) the said documents Whereas your attendance is required to give evidence/you are required to produce the documents mentioned in this list below, on behalf of ……... in the case arising out of the claim for gratuity by……. Form……... and referred to this Authority by an application under section 56 of the Code on Social Security, 2020, you are hereby summoned to appear personally before this Authority on the ……. day of ……...20……. at …… 'O'clock in the forenoon/afternoon and to bring with you for to send to this Authority) the said documents.

List of documents
1.
2.
3.
Given under my hand and seal, this……...day…… 20….

Competent Authority
under the Code on Social Security Code, 2020

Note:

1. Strike out the words and paragraphs not applicable.
2. The portion not applicable to be deleted.
3. The summons shall be issued in duplicate. The duplicate is to be signed and returned by the persons served before the date fixed.
4. In case the summons is issued only for producing a document and not to given evidence it will be sufficient compliance to the summons if the documents are caused to be produced before the competent authority on the day and hour fixed for the purpose.

FORM – XI
[(See Rule 8(11) and (12)]
Notice for Payment of Gratuity as Determined by Competent/Appellate Authority
(Strike out the words not applicable)

To,
(Name and address of employer)

1. Whereas Shri/Smt …… of an employee …… (address) under you/ a nominee(s)/legal heir(s) of late ……an employee under you, filed an application under section 56 of the Code on Social Security, 2020, before me; or

Whereas a notice was given to you on ……. requiring you to make payment of Rs……to Shri/Smt ……as gratuity under the Code on Social Security, 2020.

2. And whereas the application was heard in your presence on……...and after the hearing has come to the finding that the said Shri/Smt ……is entitled to a payment of Rs…… as gratuity under the Code on Social Security, 2020; or

Whereas you/the applicant went in appeal before the appellate authority, who has decided that an amount of Rs……. is due to be paid to Shri/Smt as gratuity due and the amount as interest due under The Code on Social Security, 2021.

Now, therefore, I hereby direct you to pay the said sum of Rs. ……to Shri/Smt ……. within thirty days of the receipt of this notice with an intimation thereof to me.

Given under my hand and seal, this …….day of…….20……...

Competent Authority
under the Code on Social Security Code, 2020

Copy to:
1. The Applicant- He is advised to contact the employer for collecting payment.
2. The Appellate Authority if applicable.

Note. --- (Strike out paragraphs if not applicable).

FORM – XII
[(SEE RULE 8(13)]
APPLICATION FOR RECOVERY OF GRATUITY

Before the Competent Authority for Chapter V under the Social Security Code, 2020
Application No.... Date.....

BETWEEN

(Name in full of the applicant with full address)

AND

(Name in full of the employer/Trust/Insurer concerned with full address)

1. The applicant is an employee of the above-mentioned employer/a nominee of late…… an employee of the above-mentioned employer/a legal heir of late ……an employee of the above-mentioned employer, and you were pleased to direct the said employer in your notice dated the ……..of Code on Social Security (Mizoram) Rules, 2021 for payment of a sum of Rs……. as gratuity payable under the Code on Social Security, 2021.

2. The applicant submits that the said employer failed to pay the said amount of gratuity to me as directed by you although I approached him for payment.

3. The applicant, therefore, prays that a certificate may be issued under section 129 of the Code for recovery of the said sum of Rs. …… due to me as gratuity in terms of your direction.

Signature/Thumb-impression of applicant.

Place:
Date:

Note. — Strike out the words not applicable.

FORM-XIII
[See Rule-9 (3)]

Application for Registration of an Establishment under sub-section (3) of Section 57.

A. Establishment Details.

1. Retrieve details of Establishment through LIN/Registration Number:
2. Name of Establishment:
3. Location and Address of the Establishment:
4. Other details of Establishment:
   a. Total Number of employees engaged directly in the establishment:
   b. Total Number of the contract employees engaged:
   c. Total Number of Inter-State Migrant workers employed:
5. Ownership Type/Sector:
6. Activity as per National Industrial Classification (NIC):
7. Details of Selected NIC Code:
8. Identification of the establishment e-sign/ digital sign of employer/ representative:

B. Details of Employer: -

1. Name & Address of Employer / Occupier / Owner/Agent/ Chief Executive
2. Designation:
3. Father's/ Husband's Name of the Employer:
4. Email Address, Telephone & Mobile No:

C. Manager/ Agent Details

1. Full name & Address of Manager/ Agent or person responsible for supervision and control of the Establishment;
2. Address of Manager/ Agent:
3. Email Address, Telephone & Mobile No:

D. Details of Approved Gratuity Fund/Insurance obtained for liability of payment towards the Gratuity;

E. Others Details: -

Signature/ E-sign/digital sign of employer

Dated:
Place:

FORM – XIV
[SEE RULE 11(1)(a)]
COMPLAINT TO THE INSPECTOR-CUM-FACILITATOR

To,

The Inspector-cum-Facilitator
(Under The Code on Social Security, 2020)

Sir,

I……..… (Name of the woman) employed in……..…..… (name and full address of the establishment) or I……....., (name), a person nominated under section 62 by or a legal representative of….....… (Name of the woman) employed in……..…. (Name and full address of the establishment) having fulfilled the conditions laid down in the Code on Social Security, 2020 and the Rules thereunder, am entitled to Rs…….....being maternity benefit and/ or Rs….....being the medical bonus and/ or Rs…..…….. being wages for leave due under section 65 but the same has been improperly withheld by the employer/discharged or dismissed during or on account of her absence from work in accordance with the provisions of this Chapter VI of Code on Social Security, 2020.

You are therefore requested, to direct the employer to pay the amount to me/ to set aside the discharge or dismissal done by the employer.

Signature or thumb impression of the Woman/ nominee/ legal representative

Date……

Signature of an Attester in case the woman/ nominee/ legal representative is unable to sign and affixes thumb impression.
Full address of the women/nominee/legal representative.

FORM-XV
APPEAL
[SEE RULE 11 (2) (b)]

To,

The Authority,
(Appointed under the Code on Social Security, 2020)
…… (Address)

Sir,

I……, the undersigned, woman employee of…… (name and full address of the establishment)

*Feel aggrieved by the order of Inspector-cum-Facilitator under subsection (2) of section 72 for the reasons attached hereto, prefer this appeal under sub-section (2) of section68 and request that the said employer be ordered to pay the above-mentioned amount to me. A copy of the order of Inspector-cum-Facilitator cum Facilitator in this behalf is enclosed;

or

*Shri….....…,Inspector-cum-Facilitator, having directed under subsection (2) of section 72 to pay the maternity benefit or other amount being….....……(Nature of amount) to which….....…… (Name of the woman) is said to been titled/to set aside my discharge or dismissal during or on account of absence from work in accordance with the provisions of this Chapter V of the Code on Social Security, 2020(Strikeout unnecessary portion).

I prefer this appeal under sub-section (3) of section 72. In view of the facts mentioned in the memorandum attached hereto and other documents filed herewith, it is submitted that the woman is not entitled to the maternity benefit or the said amount and hence the order of the Inspector-cum-Facilitator in the copy of which is enclosed, maybe set aside.

**Strike out unnecessary portions.*

Signature or thumb impression of the Women /Aggrieved person

Date……

Signature of an Attester in case the woman is not able to sign and affixes thumb impression. Full address of the nominee/legal representative

FORM XVI
(NOTICE BOOK OF THE ACCIDENTS)
(SEE RULE 14)

Name of the Establishment…….....…

Nature of Business …….....……

Date of opening…….....….....…

Registration no (if any)-…….....

Name of the employer/occupier…….....….

Date of Accident	Short detail of accident	Name of the injured person	Whether accident result in death	Whether accident result in total disablement	Whether accident result in partial disablement	Whether accident result in Temporary disablement	Amount of Compensation paid to mployee or his dependent	Amount of Compensation deposited to Competent Authority	Date of payment or deposit of Compensation
1	2	3	4	5	6	7	8	9	10

FORM XVII
(SEE RULE 16)
STATEMENT OF FATAL ACCIDENTS

To,

Competent Authority,
.....

Sir,

1. I have the honour to submit the following statement of an accident which occurred in (date), at (here enter details of premises) and which resulted in the death of the employee/employees of whom particulars are given in the statement annexed.

2. The circumstances relating to the death of the employee/employees were as under: -
   (a) Time of the accident.
   (b) Place where the accident occurred.
   (c) Manner in which deceased was/were employed at the time.
   (d) Cause of the accident.
   (e) Any other relevant particulars.

3. I am responsible for the payment of compensation.

4. Details of employee …….
   a. Name of the employee …….
   b. Age of the employee …….
   c. Wages of the employee ……
   d.

5. The establishment is not responsible for payment of compensation due to reasons mentioned below.....

(Signature and designation
of person making the statement)

FORM XVIII
(SEE RULE 17)
MEMORANDUM OF AGREEMENT

It is hereby submitted that on the ..... day of ..... 20..... personal injury was caused to ..... residing at by accident arising out of and in the course of his employment in ..... The said injury has resulted in permanent disablement to the said workman of the following nature, namely: -

The said employee's monthly wages are estimated at Rs. ..... The employee is over the age of 15 years / will reach the age of 15 years on.....

The said employee has, prior to the date of the agreement, received the following payments, namely: --

Rs. ..... on ..... Rs. ..... on .....
Rs. ..... on ..... Rs. ..... on .....
Rs. ..... on ..... Rs ..... on .....

It is further submitted that the employer of the said employee has agreed to pay, and the said employee has agreed to accept, the sum of Rs. ..... in full settlement of all and every claim under the Code on Social Security, 2020 in receipt of the disablement stated above and all disablement now manifest. It is therefore requested that this memorandum be duly recorded.

Dated .....20.....

Signature of employer Witness
Witness

Signature or employee

Note- Application to register an agreement can be presented under the signature of one party: provided that the other party has agreed to the terms. But both signatures should be appended, whenever possible.

Receipt (to be filled in when the money has actually been paid)
In accordance with the above agreement, I have this day received the sum of Rs.....

Dated .....20.....

Employee

The money has been paid and this receipt signed in my presence.

Witness

Note- This form may be varied to suit special cases, e.g., injury by occupational disease, agreement when employee is under legal disability, etc.

FORM XVIII-A
(SEE RULE 17)
MEMORANDUM OF AGREEMENT

It is hereby submitted that on the ..... day of ..... 20 ..... personal injury was caused to ..... residing at ..... by accident arising out of said in the course of employment in .... The said injury has resulted in temporary disablement to the said employee, who is at present in receipt of wages amounting to Rs…… per month/no wages.

The said employee's monthly wages prior to the accident are estimated at Rs. ..... The employee is subject to a legal disability by reason of.

It is further submitted that the employer of the employee has agreed to pay and on behalf of the said employee has agreed to accept half-monthly payments at the rate of Rs. ..... for the period of the said temporary disablement. This agreement is subject to the condition that the amount of the half-monthly payments may be varied in accordance with provisions of the said Act on account of an alteration in the earnings of the said employee during disablement. It is further stipulated that all rights of commutation under Section 7 of the said Act are unaffected by this agreement it is, therefore, requested that this memorandum be duly recorded.

Dated ..... 20.....

Signature of employer

Witness

Signature of employee
Witness

Note- An application to register an agreement can be presented under the signature of one party: provided that the other party has agreed to the terms. But both signatures should be appended, whenever possible.

Receipt (to be filled in when the money has actually been paid). In accordance with the above agreement, I have this day received the sum of Rs.....

Employee
Dated .....20…..

The money has been paid and this receipt signed in my presence.
Note- This form may be varied to suit special cases, e.g., injury by occupational disease, etc.

FORM XVIII-B
(SEE RULE 17)
MEMORANDUM OF AGREEMENT

It is hereby submitted that on the ..... day of ..... 20..... personal injury was caused to ..... residing at by accident arising out of and in the course of his employment in ..... The said injury has resulted in death to the said workman.

The said employee's monthly wages are estimated at Rs. ..... The employee is over the age of 15 years / will reach the age of 15 years on .....

The said employee has, prior to the date of the agreement, received the following payments, namely: --
Rs. ..... on ..... Rs. ..... on .....
Rs..... on ..... Rs. ..... on .....
Rs. .....on ..... Rs ..... on .....

It is further submitted that the employer of the said employee has agreed to pay, and dependent (s) of the said employee has agreed to accept, the sum of Rs. ..... in full settlement of all and every claim under the Code on Social Security, 2020 in receipt of death stated above. It is, therefore, requested that this memorandum be duly recorded.

Dated .....20.....

Signature of employer

Witness

Witness

Signature or dependant(s)

Note- Application to register an agreement can be presented under the signature of one party: provided that the other party has agreed to the terms. But both signatures should be appended, whenever possible.

Receipt (to be filled in when the money has actually been paid)
In accordance with the above agreement, I have this day received the sum of
Rs.....
Dated .....20.... .

Dependant(s)

The money has been paid and this receipt signed in my presence.

Witness

FORM XIX
[(SEE RULE 17(2)]

Whereas an agreement to pay compensation is said to have been reached between ..... and ..... and whereas has/have applied for registration of the agreement under section 89 of the Code of Social Security, 2020 notice is hereby given that said agreement will be taken into consideration on ..... 20 ..... and that any objections to the registration of the said agreement should be made on that date. In the absence of valid objections, it is my intention to proceed to the registration of the agreement.

Dated .....20 .....

Competent Authority

FORM XX
{SEE RULE 17(5)}
REGISTER OF AGREEMENT FOR YEAR 20.....

S.no	Date of Agreement	Date of Registration	Employer	Employee	Initial of Competent Authority	Reference to orders rectifying the register

FORM – XXI
[(See Rule 27(1)(a)]
REGISTER OF WOMEN EMPLOYEES

Name of Establishment

1. Serial Number.
2. Name of woman and her father's (or, if married, husband's) name.
3. Date of appointment.
4. Nature of work.
5. Dates with month and year in which she is employed, laid off and not employed.

Month	No. of days employed	No. of days laid off	No. of days not employed	Remark
a	b	C	D	e

6. Date on which the woman gives notice under section 62.
7. Date of discharge/dismissal, if any.
8. Date of production of proof of pregnancy under section 62.
9. Date of birth of the child.
10. Date of production of proof of delivery/miscarriage/Medical Termination of pregnancy/ tubectomy operation/death/adoption of the child.
11. Date of production of proof of illness referred to in section 65.
12. Date with the amount of maternity benefit paid in advance of expected delivery.
13. Date with the amount of subsequent payment of maternity benefit.
14. Date with the amount of bonus, if paid, under section 64.
15. Date with the amount of wages paid on account of leave under sections 65(1) & 65(3).
16. Date with the amount of wages paid on account of leave under section 65(2) and period of leave granted.
17. Name of the person nominated by the woman under section 62.
18. If the woman dies, the date of her death, the name of the person to whom maternity benefits and/or other amount was paid, the amount thereof, and the date of payment.
19. If the woman dies and the child survives, the name of the person to whom the amount of maternity benefit was paid on behalf of the child and the period for which it was paid.
20. Signature of the employer of the establishment authenticating the entries in the register of women employees.
21. Remarks column for the use of the Inspector-cum-Facilitator.

FORM XXII
[(SEE RULE 27(3)(a)]
UNIFIED ANNUAL RETURN

A. General Part:

(a) Name of the establishment…….....
Address of the establishment: …….
House No./Flat No. Town…….
District…….State…… Pin code ….....

(b) Name of the employer .....
Address of the employer:
House No./Flat No. ……. Street No./Plot No. …….....
Town……. District…….State…….pin code……..
E-mail ID……Telephone Number…….Mobile number.....

(c) Name of the manager or person responsible for supervision and control of establishment……
Address: House No./Flat No……. Street No./Plot No…….....
Town……. District……. State……. Pin code…....
E-mail ID……Telephone Number…….Mobile number….....

B. Employer's Registration/Licence number under the Codes mentioned in column (2)of the table below:

S. No. Name Registration If yes (Registration No.)

S.no	**Name**	**Registration**		**If Yes, (Registration No.)**
1	2	3		4
01	The code on Occupational Safety Health and Working			
02	The Code on Social Security 2020			
03	Any other Law for the Time being			

C. Details of Employer, Contractor, and Contract Labour

01	Name of the employer in the case of a contractor's establishment.	
02	Date of commencement of the establishment.	
03	Number of Contractors engaged in the establishment during the year.	
04	Total Number of days during the year on which Contract Labour was employed	
05	Total number of man-days worked by Contract Labour during the year.	
06	Name of the Manager or Agent (in case of mines).	
07	Address/House No./Flat No. Street/Plot No. Town District State Pin Code E-mail ID Tel Number Mobile Number	

D. Working Hours and Weekly rest day:

01	Number of days worked during the year	
02	Number if mandays worked during the year	
03	Daily hours of work	
04	Weekly day of rest	

E. Maximum number of persons employed in any days during the year:

Sl. no.	Males	Females	Adolescents (between the age of 14 – 18 years)	Children (below 14 years of age)	Total

F. Wage rates (Category Wise)

Category	Rate of Wages	No. of workers							
		Regular				Contract			
		Male	Female	Children	Adolescent	Male	Female	Children	Adolescent
Highly									
Skilled									
Skilled									
Semiskilled									
Unskilled									

G. (a) Details of Payment:

Gross wage paid		Deduction			Net wages paid	
In Cash	In kind	Fines	Deduction for damage or loss	Others	In Cash	In kind

(b) Number of workers who were granted leave with wages during the year:

Sl.no.	During the year	Number of workers	Granted leave with wages

H. Details of various welfare amenities provided under the statutory schemes:

Sl.no	Nature of various welfare amenities provided	Statutory (specify the statute)

I. Maternity Benefit under the Code on Social Security, 2020:

(a) Details of the establishment, medical and Para-Medical staff:

01	Date of opening of the establishment	
02	Date of closing, if close	
03	Name of Medical Officer	
03 (i)	Qualification of Medical Officer	
03 (ii)	Is Medical Officer at (the mines or circus)?	
03 (iii)	Is a part time, how often does he/she pay visit to establishment	
03 (iv)	Is there any Hospital?	
03 (v)	If so, how many beds are provided?	
03 (vi)	Is there a lady Doctor?	
03 (vii)	If so, what is her qualification?	
03 (viii)	Is there a qualified mid-wife?	
03 (ix)	Has any creche been provided?	

(b) Leave Granted under the Code of Social Security, 2020

01	Total number of female employees in the establishment	
02	Total number days of leave granted	
03	Number of employees granted maternity leave/benefited by ESI	

DECLARATION

It is to certify that the above information is true and correct and also, I certify that I have complied with the all provisions of Labour Laws applicable to my establishment.

Signature

Place:
Date:

FORM-XXIII
[See rule 28 (1)]

Notice to the employer for an offence committed under the provisions of the Code for the first time for compounding of offences under sub-section (1) of section 138

Notice No……
Date:

On the basis of records and documents produced before me, the undersigned has reasons to believe that you, being the employer of the establishment…….. (Registration No…….), have committed an offence for the violation of provision of the Code or the Schemes or the Rules or the Regulations framed thereunder as per the details given below:-

PART – I

1.	Name of the person:	
2.	Name and Address of the establishment:	
3.	Registration No. of the establishment:	
4.	Particulars of the offence:	
5.	Provisions of the Code/Scheme/Rules/Regulations under which the offence is committed:	
6.	Compounding amount required to be paid towards composition of the offence:	
7.	Name and details of account for depositing the amount specified in serial no. 6:	

PART – II

In view of the above, you have an option to pay the entire amount mentioned in serial no. 6 in Part-I within fifteen days from the date of issue of this notice and return the application duly filled in Part – III of this notice.

In case the said amount is not paid within the specified time, necessary action for filing of prosecution shall be initiated without giving any further opportunity in this regard.

(Signature)
(Name and designation of Officer)

Date:
Place:

To:
……..(Employer/Establishment)
……(Name and registration number)
…….(Address)

PART – III
[See rule 28 (2)]

Application under sub-section (4) of section 138 for compounding of offence

Ref: Notice No……..
Date:

The undersigned has deposited the entire amount as specified in serial 6 of Part-I and the details of payment are given below with a request to compound the offences mentioned in Part-I.

8. Details of the compounding amount deposited (Copy of electronically generated receipt to be attached):

9. Details of the prosecution, if filed for the violation of above-mentioned offences may be given:

10. Whether the offence is first offence or the applicant had committed any other offence prior to this offence, if committed, then, full details of the offence:

11. Any other information which the applicant desires to provide:

Signature of the applicant
(Name and Designation)

Date:
Place:

To:
……..(Compounding Officer)
……(Name of the Office)
…….(Address)

PART – IV
[See rule 28 (3)]

Composition Certificate

Ref: **Notice** **No……..**
Date:

This is to certify that the offence under sub-section ….. of section 133 in respect of which Notice No. Dated: _____ was issued to Sh……. (Applicant), the employer of ……. (name and registration number of establishment) has been compounded on account of remission of full amount of Rs …….. (Rupees _____) towards the composition of offences to the satisfaction of the said notice.

(Signature)
Name and Designation of the Officer

Date:
Place:

To:
……..(Employer/Establishment)
……(Name and registration number)
…….(Address)

FORM-XXIV
[SEE RULE 29(3)(B)]
FORM FOR REPORTING VACANCIES TO CAREER CENTERS
(Separate forms to be used for each type of posts)

<table>
<tr><td>1</td><td>Particulars of the employer:
Name:
Address with pin code:
Telephone No.:
Mobile No.:
Email Address:
Name & Type of Establishment
(Central Government, State Government, PSU, Autonomous, Private, etc.)
Registration No of establishment under Code: Economic activity details:</td><td colspan="2"></td></tr>
<tr><td>2</td><td>Particulars of the indenting Officer:
Name: Designation:
Telephone No.:
Mobile No.:
Email address:</td><td colspan="2"></td></tr>
<tr><td rowspan="6">3</td><td>Particulars of vacancy (ies):
(a) Designation/nomenclature of the vacancy (ies) to be filled
(b) Description of duties of the post (job role/functional role)</td><td colspan="2"></td></tr>
<tr><td>(c) Qualifications/Skills required (educational, technical, experience)</td><td>Essential</td><td>Desirable/ Preferable</td></tr>
<tr><td>(i) Educational Qualifications
(ii) Technical Qualifications
(iii) Skills
(iv) Experience</td><td></td><td></td></tr>
<tr><td>(d) Age Limits, if any
(Age as on last date of application)</td><td colspan="2"></td></tr>
<tr><td>(e) Preferences (such as Ex-servicemen, persons with disabilities, women, etc.) if any</td><td colspan="2"></td></tr>
<tr><td>(f) duration of employment
(i) 3-6 months</td><td colspan="2">Number of Post</td></tr>
<tr><td></td><td>(ii) 6-12 months
(iii) 12 months and more</td><td colspan="2"></td></tr>
<tr><td>4</td><td>Whether there is any obligation for the arrangement for giving reservation/ preference to any category of persons such as Scheduled Caste(SC), Scheduled Tribe(ST), Economically Weaker Sections(EWS), Other Backward Classes(OBC), Ex-serviceman and persons with disabilities (PwD), etc, in filling up the vacancies: Yes/No
(if yes, give the number of vacancies to be filled by such categories of persons as detailed below)</td><td colspan="2"></td></tr>
</table>

5	**Category**	Number of vacancies to be filled	
	(a) Scheduled Caste (b) Scheduled Tribe (c) OBC (d) EWS (e) Ex-Serviceman (f) Persons with disabilities (PWD) (g) women (h) Others(specify)	Total	*By Priority candidates *(Applicable for Central Government vacancies)
6	**Pay and Allowances:** For Government vacancies: Mention pay level/pay scale of the post with basic pay/pay per month with other details if any. For others: Mention minimum total emoluments per month with other details, if any.		
7	Place of work (Name of the town/village)		
8	Mode of Application (email, online, in writing, etc.,) and Last date for receipt of applications.		
9	Particulars of officers to whom the applications be sent/candidates should approach (Mention Name, designation, email id, address, telephone No., the website address in case of online)		
10	**Mode of Recruitment** {Through Career Centre, Placement Agency, self-management, any other mode(specify)}		
11	Would like to prefer submission of list of eligible candidates registered with Career Centre	Yes / No	
12	Any other relevant information		
13	Name, address, email id of the Career Centre		
14	Date of receipt of Vacancies		
15	NIC Code of the establishment/		
16	NCO Code of the post		
17	Unique Vacancy ID(number)		

Signature, Name & Designation of Authorized Signatory of Career Centre with seal & date

NOTE:

1. Career Centre to which the vacancies are reported, would provide a unique vacancy reporting number for the vacancy reported and convey it to the employer in writing, through email or digitally or through any other such media immediately but in any case, not later than 3 working days from the date of receipt of reporting of vacancies.

2. An employer, if advertises that vacancy in any media or makes recruitment through any agency or any other mode, may invariably quote that unique vacancy reporting number in that advertisement or recruitment process.
3. Any change in the particulars already furnished to the Career Centre, shall be reported in writing or through valid official email or digitally (including through a portal) as the case may be, to the appropriate Career Centre.

FORM-XXV
[See Rule 29(6)]
Form EIR (Employment Information Return)

Yearly Return to be submitted to the Centre (Regional) for the Year ended ……..…..

The following information is required to be submitted under the Code on Social Security (Chapter XIII- Employment Information and Monitoring) 2020.

Name and Address of the employer	
Whether – Head Office	
Branch Office Type of Establishment (Public / Private Sector)	
Nature of business/ Principal activity	
Establishment Registration No. under the Code	

1. (a) EMPLOYMENT

Total number of *manpower of establishment* including working *proprietors/partners/contingent* paid and contractual workers, out-sourced workers excluding part-time workers and apprentices. (The figures should include every person whose wage or salary is paid).

Category	On the last working day of the previous Year	On the last working day of the Year under report
MEN WOMEN OTHER (Transgender) TOTAL PWD (persons with disabilities) out of above total		

2. Number of vacancies* occurred and reported to Career Centre during the year and the number of vacancies filled during the year.

Occurred	Reported		Filled	Source (Career Centre/. NCS Portal/Govt. Recruiting Agencies/Private Placement Organisations/Other
	Career Centre (Regional)	Career Centre (Central)		
1	2	3	4	5

- As per provisions of Code on Social Security, 2020 (Chapter XIII) and rules made there under.

1. MANPOWER SHORTAGES:

Vacancies/posts remained unfilled because of shortage of suitable applicants.

Name of the occupation or designation of the post	Number of unfilled vacancies/posts		
	Skill/Qualifications (educational / Technical/Experience) prescribed	Essential	Desirable
1	2	3	4

(Please list any other occupations also for which this establishment had any difficulty in obtaining suitable applicants recently.)

2. Estimated Manpower Requirement by Occupational Classification during the next calendar year (Please give below the number of employees in each occupation separately).

Occupation	**Number of employees**
	Please give as far as possible approximate number of vacancies in each occupation you are likely to fill during the next financial year due to retirement/expansion or re-organisation.

Description	Men	Women	Others (transgender)	Total	PWD (persons with disabilities) out of total
1	2	3	4	5	6
*					
Total:					

- In the column (description)- use exact terms such as Engineer (Mechanical), Assistant Director (Metallurgist); Research Officer (Economist); Supervisor (Tailoring), Inspector (Sanitary), Superintendent (Office) , Manager (Sales), Manager (Accounts), Executive (Marketing), Data Entry Operator …….. so on.

Signature, Name & Designation of Authorised Signatory
of establishment/employer with seal & date

To

The Career Centre,
……..

Note:-

1. This return is to be rendered to the Career Centre(Regional) with 30 days after the end of the financial year concerned by establishments/employers vide their obligation under the Code on Social Security, 2020 (Chapter – XIII-Employment Information and Monitoring).

2. The main purpose in obtaining the information from employers is to know-

(i) the vacancies/employment opportunities available;

(ii) type of personnel who are in short supply ; and

(iii) future job opportunities for providing vocational guidance to the jobseekers and connecting them with the employers. This is helpful in ascertaining the skill deeds also. Employees too will be able to call on the Career Centres for getting suitable candidates as per their requirement.

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NOTIFICATION

No. B-11011/12/2026-LESDE, Aizawl, the 12th August, 2026: The Mizoram Occupational Safety, Health and Working Conditions Rules, 2026 was pre-published as required under sub-section (1) of section 133, sub-section (1) of section 135 and sub-section (a) & (b) of section 137 of the Occupational Safety, Health and Working Conditions Code, 2020 (37 of 2020), in the Mizoram Gazette Extraordinary, Vol. LV, Issue No. 484, vide Notification No. B-11011/12/2026-LESDE, dated the 27th May, 2026, published on the 2nd June, 2026, inviting objections and suggestions from all persons likely to be affected thereby within a period of forty-five days from the date on which copies of the Gazette containing the said notification were made available to the public on the 2nd June, 2026.

Since no objections or suggestions were received from any person or stakeholder within the period specified, the Government of Mizoram, in pursuance of the decision of the Council of Ministers conveyed by the Political & Cabinet Department vide Memo No. J.11011/1/2024-POL/Vol-I, Dated 10.08.2026 and in exercise of the powers conferred by section 133, 135 and 137 of the Occupational Safety, Health and Working Conditions Code, 2020 (37 of 2020), read with section 24 of the General Clauses Act, 1897 (10 of 1897), and in supersession of the Mizoram Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules, 2015, the Mizoram Factories Rules, 2014, the Mizoram Contract Labour (Regulation and Abolition) Rules, 2004, and the Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Mizoram Rules, 2005, except as respects things done or omitted to be done before such supersession, is pleased to make the following rules, namely:-

THE MIZORAM OCCUPATIONAL SAFETY, HEALTH AND WORKING CONDITIONS RULES, 2026

CHAPTER- I

PRELIMINARY

1. Short title, extent and commencement.-

(1) These rules may be called the Mizoram Occupational Safety, Health and Working Conditions Rules, 2026.

(2) They shall extend to the whole of Mizoram.

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

2. (1) In these rules, unless the context otherwise requires.-

a) "appendix" means an appendix appended to these rules.

b) "approved" means approved in writing or issued through portal by the Chief Inspector- cum Facilitator or the officer notified by the State Government in this regard.

c) "artificial humidification" means the introduction of moisture into the air of a room by any artificial means whatsoever; except the unavoidable escape of a steam or water vapour into the atmosphere directly due to a manufacturing process:

Provided that the introduction of air directly from outside through moistened mats or screens placed in opening at times when the temperature of the room is [26.5°C] or more, shall not be deemed to be artificial humidification.

d) "belt" includes any driving any strap or rope.

e) "Board"means State Occupational Safety and Health Advisory Board constituted under section 17 of the Code.

f) "Code" means the Occupational Safety, Health and Working Conditions Code, 2020 (Central Act 37 of 2020);

g) "continuous process" means the materials either dried bulk or fluids that are being processed and are continuously in motion, undergoing chemical reaction and are subject to mechanical or heat treatment or any other process specified by State Government;

h) "degrees" (of temperature) means degrees on the [Celsius] scale.

i) "Education Department" means the Education Department of the State Government;

j) "electronically" means any information submitted by email or uploaded on the portal or making digital payment through any mode for the purposes of the Code;

k) "first employment" means the first employment in any manufacturing process to which the relevant Schedule applies and shall also include re-employment in the manufacturing process following any cessation of employment for a continuous period exceeding three calendar months;

l) "Form" means the form appended to these rules;

m) "fume" includes gas or vapour.

n) "hazardous waste" means the hazardous waste as defined in clause (17) of sub-rule (1) of rule 3 of the Hazardous and Other Wastes (Management and Trans-boundary Movement) Rules, 2016.

o) "Health officer" means the Municipal health officer in a municipality or Corporation, the District Health Officer concerned in any area within in the jurisdiction of a District Board or such other officer as may be appointed by the State Government for any area in that behalf irrespective of whether such area is within the limits of a Municipality or the jurisdiction of a district board.

p) "hygrometer" means an accurate wet and dry bulb hygrometer conforming to the prescribed conditions as regards constructions and maintenance.

q) "industrial activity" means- any activity in the industry which includes. -

i. an operation or process carried out in an industrial installation referred to in Schedule 4 of the Manufacture, Storage and Import of Hazardous Chemical Rules, 1989 involving or likely to involve one or more hazardous chemicals and includes on-site storage or on-site transport which is associated with that operation or process, as the case may be; or

ii. isolated storage; or

iii. pipeline;

r) "isolated storage" means storage of a hazardous chemical, other than storage associated with an installation on the same site specified in schedule 4 of the Manufacture, Storage and Import of Hazardous Chemical Rules, 1989 where that storage involves at least the quantities of that chemical set out in Schedule 2 of the Manufacture, Storage and Import of Hazardous Chemical Rules, 1989;

s) "LESDE" means Labour, Employment, Skill Development and Entrepreneurship.

t) "Major accident" means an incident involving loss of life inside or outside the factory or ten or more injuries inside and / or one or more injuries outside or release of toxic chemical or explosion or fire or spillage of hazardous chemical resulting in 'on-site' or 'off site' emergencies or damage to equipment leading to stoppage of process or adverse effect to the environment;

u) "Major accident hazard (MAH) installation" means the definition prescribed under rule 2 (ja) of the Manufacture, Storage and Import of Hazardous Chemical Rules, 1989;

v) "National Standard" means standards approved by the Bureau of Indian Standards and in the absence of such Standards the standard approved by the State Government for this purpose

w) "Pipeline" means a pipe (together with any apparatus and works associated therewith) or system of pipes (together with any 1 Substituted by Rule 2(ii) of the Manufacture, Storage and Import of Hazardous Chemical (Amendment) Rules, 2000 notified vide S.O.57(E), dated 19th January, 2000. The Manufacture, Storage and Import of Hazardous Chemical Rules, 1989 and work 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; the pipeline also includes inter-state pipelines;

x) "Plant or Equipment" includes any plant, equipment, gear, machinery, apparatus or appliances or any part thereof

y) "portal" means the web portal maintained by the State Government for the purpose of the Code.

z) "Power" means electrical energy or any other form of energy which is mechanically transmitted and is not generated by human or animal

aa) "Pressure" means pressure above atmospheric pressure

aa) "Pressure Plant" means the pressure vessel along with its piping and other fittings operated at a pressure greater than the atmospheric pressure

ab) "Prime Mover" means any engine, motor or other appliance which generates or otherwise provides power

ac) "Recognized university or institution" means,

i. any University, incorporated by law, by the Central or any State Government; or

ii. any other University or Institution which is declared by the State Government to be a recognized University or Institutionfor the purposes of these rules;

ad) "Public Health Authority" means the Local Public Health Officer having jurisdiction over the area.

ae) "Schedule" means the Schedule appended to these rules;

af) "section" means the section of the Code;

ag) "Threshold quantity" means, - the term defined in the Manufacture, Storage and Import of Hazardous Chemical Rules, 1989; and

ah) "Year"means the period of twelve months beginning from the 1st day of January in any year.

(2). The words and expressions used in these rules which are not defined therein, but are in the Code, shall have their respective meaning as assigned to them in the Code.

3. For the purposes of the Explanation to clause (x) of sub-section (1) of section 2 of the Code, "income from all sources" means.-

A member of the family having income up to Rupees five thousand per month from all sources or any other income notified by the Employees State Insurance Corporation (ESIC) for the purpose of availing medical benefit under the scheme, shall be included as dependent for the purpose of these rules.

CHAPTER- II
REGISTRATION

4. Application for registration of establishment.-

(1) The application for registration of establishment under sub-sections (1) and (2) of section 3 of the Code shall be made in Form-I.

(2) The said application shall be submitted within sixty days from the date of applicability of the Code to the establishment, manually or by post or electronically, to the Registering Officer appointed by the State Government:

Provided that in exceptional circumstances, the State Government may, by notification, dispense with any particular mode of submission for such period, area or class of establishment.

(3) The application shall be accompanied with a declaration from the applicant that application is in accordance with provisions of the Code and rules made thereunder, and the applicant fulfills the requirement of registration of the establishment.

(4) The applicant shall pay the registration fee and the late fee (if applicable) along with application.

(5) The Registering Officer shall, after receipt of the application, issue the Certificate of Registration within seven days in the manner provided under section 3 of the Code.

(6) If the Registering Officer fails to issue the Certificate of Registration within the prescribed period, the establishment shall be deemed to have been registered, and the certificate of registration shall be auto-generated.

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

(8) The Registering Officer shall maintain a register of establishments in Form-II, showing the particulars of establishments in respect of which certificates of registration have been issued.

(9) The fee for registration of the establishment and the late fee shall be notified by the State Government from time to time.

5. Notice of commencement and cessation of operation.–

The employer of every establishment being factory or relating to contract labour or building or other construction works shall within thirty days of the commencement or cessation of operation or completion of any work submit to the registering officer and in Form-III, electronically or otherwise and the notice of cessation of operation shall be enclosed with a certificate that the payment of all dues to the workers employed in the establishment have been made and the premises are kept free from storage of hazardous chemicals and substances. Form-III shall be auto shared to Employees Provident Fund Organisation and Employees State Insurance Corporation.

CHAPTER-III
DUTIES OF EMPLOYER AND EMPLOYEE

6. Duties of employers to provide Annual Health Examination of employees.-

1) The employer shall ensure a health examination of every employee who has completed forty-five years of age, at least once in every twelve months. The employee who had met an accident resulting in a serious bodily injury shall also be examined. The employees shall also be medically examined within 15 days of their induction or prior to employment. The expense of such examination shall be borne by the employer: The medical examination shall be conducted by a qualified medical practitioner as per the proforma in Form–IV:

Provided that the employees engaged in hazardous processes or dangerous operations shall be examined after every six month or earlier in accordance with the provisions specifically provided in the code or rules for the same.

2) The health examination shall be conducted by a qualified medical practitioner. Records of such annual examination shall be maintained in Form-V as a Health Register and if the conducted examination is for new employment, it shall be maintained in Form-VI as a Certificate of fitness. Findings of such examination shall be shared with the concerned employee.

7. Particulars and form of Letter of appointment.-

(1) The employer shall issue a letter of appointment to every employee on his appointment in the establishment, with such information and in such form as may be prescribed, and where an employee has not been issued such appointment letter on or before the commencement of these rules, he shall be issued such appointment letter within three months of such commencement. The letter of appointment shall include the particulars specified in Form–VII.

(2) The employer shall also ensure the systematic allotment of a distinct number or code for every employee and shall issue an identity card bearing such employee code andother necessary particulars within one month of his appointment.

8. Notice 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 takes place in a factory, the Employer of the factory shall forthwith send a notice in Form–VIII thereof by telephone, special messenger or electronically to the District Labour and Employment Officer, Inspector cum facilitator of Factories and the Chief Inspector-cum- Facilitator.

(2) When any accident or any dangerous occurrence as specified in the class of occurrence stated below- 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, takes place in a factory, notice as mentioned in sub-rule (1) shall also be sent to:-

(a) the District Magistrate or Sub-Divisional Officer,
(b) the Officer-in-charge of the nearest police station, and
(c) the relatives of the injured or deceased person.
(d) District Labour and Employment Officer.

(3) Any notice given as required under sub-rules (1) and (2) shall be confirmed by the Employer of the factory to the authorities mentioned in the above sub-rules within 12 hours of the accident or the dangerous occurrence by sending them a written report in Form-VIII in the case of an accident or dangerous occurrence causing death or bodily injury to any person and in the case of a dangerous occurrence which has not resulted in any bodily injury to any person.

(4) No person shall be allowed to disturb the site at which a fatal accident has occurred or any objects involved in the accident before the arrival of the Inspector-cum-Facilitator, or a police officer, not below the rank of a Sub-Inspector, or without the consent of such officer, provided that such condition may be taken as may be necessary to prevent a further accident or to secure persons from danger.

(5) The following class of occurrence shall be dangerous occurrence within the meaning of these rules, namely:-

(i) bursting of any plant or pipeline or equipment containing petroleum, steam, compressed air or other substance at a pressure greater than the atmospheric pressure;

(ii) collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane;

(iii) explosions, fire, leakage or release of harmful toxic gases, bursting out, leakage or escape of any molten metal, or hot liquid or gas causing bodily injury to any person or damage to any room or place in which persons are employed;

(iv) explosion of a receiver or container used for the storage at pressure greater than atmospheric pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas;

(v) reporting of a communicable disease among more than 10 workers at a time

(vi) collapse or failure of lifting appliances or hoist or conveyors or other similar equipment for handling building or construction material or breakage or failure of rope, chain or loose gears; overturning of cranes used in building or other construction work, falling of objects from height;

(vii) collapse of any wall, floor, gallery, roof bridge, tunnel, chimney, wall, building or subsidence of soil or any other structure, platform, staging, scaffolding or any means of access including formwork; excavation and collapse of material handling equipment; (viii) spillage or leakage of hazardous substances and damage to their container;

(ix) collapse, capsizing, toppling or collision of transport equipment within the establishment/ factory;

(x) fall from height of any excavation, loading or transport machinery;

(xi) an instantaneous failure of a pillar, part of a pillar or several pillars of coal (i.e. a bump) in working below ground;

(xii) a rock-burst in working belowground, apremature collapse of any part of that work;

(xiii) a breakage, fracture or failure of an essential part of any machine or apparatus whereby the safety of persons may be endangered;

(xiv) a failure of any structure or installation whereby the safety of persons may be endangered, or spark generated due to electrical flash-over causing burn injury to any person;

(xv) a major uncontrolled emission of petroleum or chemical spillage;

(xvi) any occurrence arising out of a Natural Calamity.

9. Notice of disease.-

1) Where any worker in an establishment contracts any disease specified in the third Schedule of the Code, the employer of the factory shall send a notice electronically or otherwise in Form-IX to Inspector-cum-Facilitator, Chief Inspector-cum-Facilitator and Chief Medical Officer of the district within seven days from the date on which it comes to the knowledge of the employer or employer of the establishment.

2) If any qualified medical practitioner attends on a person who is or has been employed in a establishment and who is or is believed by the qualified medical practitioner, to be suffering

from any disease specified in the Third Schedule of the Code, he shall forthwith send a report electronically or otherwise to Chief Inspector-cum-Facilitator or District Labour and Employment Officer stating: -

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

10. Duties of employee.-

If an employee comes to know that of any unsafe or unhealthy condition in the establishment, he shall report to the employer, or health and safety representative or safety officer or employer in as soon as practicable, in FORM-X (a).

11. Rights of employee.-

On receipt of information from the employee relating to the existence of an imminent danger to their safety and health, the employer shall take immediate remedial action in this regard. The employer, whether satisfied or not, shall send a report forthwith of such actions taken in FORM- X(b), to the Inspector-cum-facilitator electronically or by registered speed post or by telephone within twenty-four hours of receiving such information.

CHAPTER-IV
OCCUPATIONAL SAFETY AND HEALTH ADVISORY BOARD.

12. State Occupational Safety and Health Advisory Board.-

(1) The Board Constituted under subsection (1) of section 17 of the Code shall consist of–

(a)	Hon'ble Minister, LESDE Department, Mizoram	-	Chairman;
(b)	Secretary, LESDE Member	-	ex officio;
(c)	Chairman, Mizoram Pollution Control Board, Member	-	ex officio;
(d)	Labour Commissioner,	-	Member Secretary;
(e)	Regional Director, Employees State Insurance Corporation	-	Member;
(f)	Director, Health Services, Mizoram; Member	-	ex officio;
(g)	Two representatives of employers;		
(h)	Two representatives of employees;		
(i)	A representative of professional body Associated with matter for which rules and policies been framed	-	member;
(j)	Two eminent persons connected with field of occupational safety, health or from reputed establishments or research institutions	-	member.

(2) The term of office of the members referred to in clauses (g), (h), (i) and (j) of sub rule (1) of rule 12 shall be three years and they shall be nominated and appointed by the State Government.

(3) Technical Committee and advisory committee as specified in sub- section (3) of section 17 shall be notified by the State Government.

13. Resignation of members of the Board.-

(1) A member of the Board, other than an ex-officio member, may by writing under his hand addressed to the Chairman resign his office at any time.

(2) The Chairman shall take decision to accept or reject the resignation letter, within a month. The resignation shall be deemed to have come into effect from the date of acceptance of the resignation

or on the date of expiry of one month from the date of receipt of resignation letter whichever is earlier and the seat of such member shall fall vacant with effect from that date.

(3) The Chairman shall place before the next board meeting, the receipt of resignation letter from a member and the decision taken thereon. If the resignation letter is rejected, the reason for rejection may also be reported to the Board.

(4) The Board shall inform the Government regarding the acceptance of resignation of a member.

14. Filling up casual vacancies.-

When vacancies arise in the Board due to resignation, death or removal of a member or otherwise, the Member Secretary shall inform the Government and the Government shall immediately appoint another person from the category concerned as amember and the member so appointed shall hold office for the remaining period of the term of office of the member in whose vacancy he is nominated.

15. Board Meeting.-

(1) The Board shall meet at least once in four months. The Member Secretary shall convene the meeting at such time, date and at such place as decided by the Chairman.

(2) The Chairman must convene meeting of the Board on the written requisition of not less than ten members jointly demanding to convene the Board meeting, within twenty days of receipt of such a requisition.

(3) The Chairman shall have powers to call special meeting of the Board at any time to decide any matter which is urgent.

16. Notice of Meeting. -

(1) The Member Secretary shall give notice of the meeting at least ten days prior to the date of the proposed meeting, showing the date, time and place of the meeting together with the agenda, to every member directly or through special messenger or by registered post or electronically.

(2) For special meeting convened under sub-rule (3) of rule 15 to consider any urgent matter, two days prior notice informing the subject shall be given to each member.

17. Change in the address.-

(1) Each member shall inform the Member Secretary of any change in the address given in the order nominating him as a member and the Member Secretary shall make suitable alterations in the records.

(2) If the member fails to give the information as required under sub-rule (1), the notice under rule 17 shall be sent in the available address and even if such notice is not received due to any change in the address, it will be considered that the notice is duly served.

18. Presiding over of the Meeting.-

(1) The Chairman shall preside over every meeting of the Board.

(2) If the Chairman is absent at any time, he may nominate a member of the Board to preside over such a meeting in his place and in the absence of such a nomination by the Chairman, the members of the Board present in such meeting may elect one among them and the member so elected shall preside over that meeting.

(3) The member who presided over the meeting as per sub-rule (2) shall have and exercise all the powers and rights of the Chairman.

19. Quorum of the Meeting.-

(1) No business shall be transacted at any meeting of the Board unless at least one third of the members existing at the time in the Board or nine members, whichever is less, are present of whom at least one each shall befrom among those nominated under sub-rule(1) of rule 12.

(2) If there is no quorum for the meeting, the Chairman may adjourn the meeting, to another date after the expiry of not less than seven days, informing the members present directly and giving notice to those who are absent. It shall thereupon be lawful for him to dispose of the business whether there is prescribed quorum or not, in the meeting so adjourned.

20. Agenda of the meeting and disposal of business.-

(1) Nothing other than the subjects shown in the agenda for the meeting shall be discussed or decided in the meeting, except with the permission of the Chairman.

(2) Every decision in the meeting of the Board shall be taken by a majority of the members present and voting at the meeting.

(3) In the case of equal number of votes on any issue, the matter shall be decided by exercising a second vote or casting vote by the Chairman.

21. Minutes of the Meeting.-

(1) The Member Secretary shall prepare the minutes of the meeting and the Chairman and the Member Secretary shall affix their signatures on it.

(2) The minutes signed by the Chairman shall be read over to the members in the next meeting. Modifications, if any, made thereon shall be signed by the Chairman and the Member Secretary after such modification and confirmation on it.

22. Allowance to the members of the Board.-

(1) The members of the Board except the ex-officio members shall be eligible for sitting fee for attending the meeting at the rate decided by the Government from time to time.

(2) The Board shall pay to every non-official member travelling allowance and daily allowance for attending the meeting of the Board at such rates admissible to Group A Officers of the Government.

(3) Travelling allowance and daily allowance for attending the meeting of the Board to every official member, including the ex-officio member secretary, shall be paid by the Board at the rate admissible to him as per the rules applicable to him for journeys performed on official duty.

(4) For the purpose of calculation of travelling allowance of a member, the place of his residence/office shown in his appointment order as a member will be taken as his headquarters.

23. Safety Committee.-

(1) In every Factory or Building and other construction work,

a) wherein one hundred or more employees are ordinarily employed; or

b) carries on "hazardous process" defined under clause (za) of sub-section (1) of section 2 of the Code; or

c) carries on any process or operations declared to be "dangerous operations" under section 82 of the Code; there shall be a safety committee to be set up by the employer.

(2) The representatives of the management on 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 wherever available.

(3) The representatives of the workers on the Safety Committee shall be chosen by the workers:

Provided that if any registered trade union or unions is functioning in the establishment the representatives of the workers shall be nominated by such union or unions in proportion to their membership. Where there is no registered trade union,workers may choose amongst themselves their representatives:

Provided further that, there shall be adequate representation of women workers in safety committee.

(4) The tenure of the safety committee shall be for three years.

(5) Safety Committee shall meet as often as necessary but at least once in every quarter of the year. The minutes of the meeting shall be recorded and produced to the Inspector-cum Facilitator 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 workplace.

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

24. Qualifications of Safety Officer.-

1) No person shall be eligible for appointment as a Safety Officer unless he:—

(a) possesses a degree in any branch of Engineering or Technology from a recognized University established by law and has had practical experience of working in a factory in a supervisory capacity in production or maintenance or Safety Department for a period of not less than two years; or

(b) possesses a master degree in Physics or Chemistry from a recognized University established by law and has had practical experience of working in a factory in a supervisory capacity in production or maintenance or Safety Department for a period of not less than two years; or

(c) possesses a diploma in any branch of Engineering or Technology recognized by the State Government and has had practical experience of working in a factory in a supervisory capacity in production or maintenance or safety department for a period of not less than five years; or

(d) possesses a recognized degree in any branch of Engineering or Technology, and has had experience of not less than two years in a department of the Central or the State Government; or

(e) Possesses a recognized degree in any branch of Engineering or Technology, and has had at least five years' experience of working in institutions dealing with training, education, consultancy or research in the field of accident prevention in industry.

25. Duties of Safety Officer.-

(1) The duties of a Safety Officer shall be to advise and assist the factory management in the fulfillment of its obligations, statutory or otherwise, concerning prevention of personal injuries and maintenance of a safe working environment. These duties shall include the following, namely:-

(a) to advise the departments concerned in planning and organizing measures necessary for the effective control of personal injuries;

(b) to advise on safety aspects in all job studies, and to carry out detailed job safety studies of selected jobs;
(c) to check and evaluate the effectiveness of the action taken or proposed to be taken to prevent personal injuries;
(d) to advise the purchasing and stores departments in ensuring high quality and availability of personal protective equipment;
(e) to advise on matter related to carrying out plant safety inspections;
(f) to carry out plant safety inspections in order to observe the physical conditions of work and the work practices and procedures followed by workers and to render advice on measures to be adopted for removing the unsafe physical conditions and preventing unsafe actions by workers;
(g) to render advice on matters related to reporting and investigation of industrial accidents and diseases;
(h) to investigate selected accidents;
(i) to investigate the cases of industrial diseases contracted and dangerous occurrences reportable under these rules;
(j) to advise on the maintenance of such records as are necessary relating to accidents, dangerous occurrence and industrial diseases;
(k) to promote setting up of safety committees and act as adviser and catalyst to such committees;
(l) to organize in association with the departments concerned, campaigns, competitions, contests and other activities which will develop and maintain the interest of the workers in establishing and maintaining safe conditions of work and procedures; and
(m) to design and conduct either independently or in collaboration with the training department, suitable training and educational programmes for the prevention of personal injuries.

(2) No Safety Officer shall be required or permitted to do any work which is inconsistent with the department to the performance of the duties prescribed in rule 26.

26. Number of Safety Officers.-

1) In every establishment which is a
(a) factory wherein Five Hundred or more workers, or
(b) factory carrying on hazardous process wherein two hundred fifty workers or more; or
(c) building and other construction work wherein two hundred and fifty workers or more are ordinarily employed, not less than one safety officer shall be appointed by the employer

Provided that:
(a) for a factory specified in clause (a) and (c), one additional safety officer shall be appointed if number of workers employed are more than one thousand but not exceeding to one thousand five hundred. And another safety officer shall be appointed for every additional one thousand workers or part thereof;
(b) for an establishments specified in clause(b), one additional safety officer shall be appointed if number of workers employed are more than five hundred but not exceeding seven hundred fifty. And another safety officer shall be appointed for every additional five hundred workers or part thereof.

CHAPTER-V
HOURS OF WORK AND ANNUAL LEAVE WITH WAGES.

27. Daily and weekly working hours.-

(1) No worker shall be required or allowed to work in an establishment for more than forty- eight hours in a week.

(2) If a worker works on daily basis in an establishment, the period of work of such worker shall be so arranged that inclusive of his interval for rest shall not spread over for more than ten and half hours per day.

(3) If the worker works in the establishment for six days in a week, the period of work of a worker shall be so arranged that inclusive of his interval for rest shall not spread over for more than ten and half hours per day and the seventh day of the said week for the worker shall be a paid holiday.

(4) If the worker works in the establishment for less than six days in a week arising due to provision of flexibility in working hours, the period of work of a worker shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the remaining days of the said week for the worker shall be paid holidays:

Provided that the flexibility in working hours shall be permitted with the consent of sole negotiating union, negotiating union or negotiating council under the Industrial relations Code, 2020 (35 of 2020)or with the consent of majority of workers in the absence of such negotiating union or negotiating council.

(5) No worker shall be allowed to work for more than five hours continuously before he has had an interval for rest of at least half an hour.

28. Conditions for exemption of workers form weekly and compensatory holidays.-

(1) Workers engaged on urgent work or in any emergency which could not have been foreseen or prevented;

(2) Workers engaged in a work in the nature of preparatory or complimentary work which must necessarily be carried on outside the limit laid down for general working in the employment concerned.

(3) Workers whose employment is essentially intermittent.

(4) Workers in any work which for technical reason has to be completed before the duty is over;

(5) Workers engaged in a work which could not be carried on except at times depend on the irregular action of natural forces.

(6) In the case of workers engaged in any work, which for technical reasons, must be carried on continuously throughout the day.

29. Hours and limitation of overtime work.-

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

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

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

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

Provided that no worker shall be allowed to work overtime exceeding four hours in a day and twenty four hours in a week and one hundred twenty five hours in any quarter of a year.

30. Exemption from the restriction on double employment.-

(1) An adult worker may be employed in more than one factory on the same day with the previous approval of the Inspector-cum-Facilitator subject to the following conditions
   (a) He/she shall not be employed for more than a total of 8 hours on a single day.
   (b) He/she shall receive a weekly holiday in accordance with provisions of section 25.
   (c) Every worker who is required to work in another factory on the same day shall carry with him a card in which the following particulars shall be entered by the employer of the first factory
      a) His normal periods of work as in the notice of periods of work for the day
      b) The period or periods he has worked in the first factory for the day.

The employer of the second factory in which he is to work for the rest of the day shall enter in the card the period or periods he has worked for the day in the factory. The employer of both the factories in which the worker has worked for the day shall send to the Inspector- cum-Facilitator an extract of the card mentioned above not later than 3 days from the date on which the worker has worked in the two factories on the same day.

31. Notice of periods of work.-

(1) The notice referred to in sub-section (2) of section 31 shall be displayed at conspicuous places on a notice board or electronic board and maintained in Form XI and copy of such notice shall be sent to Inspector-cum-Facilitator electronically.

CHAPTER-VI
MAINTENANCE OF REGISTERS, RECORDS AND RETURNS.

32. Maintenance and production of reports, registers and other records.-

(1) Every employer shall maintain the following registers electronically and shall be kept available at the office of the establish mentor the nearest convenient building within the precincts of the establishment;
   (a) register of Wages and Deduction in Form-XII
   (b) register of accident and dangerous occurrences in Form-XIII
   (c) register of leave with wages in Form-XIV
   (d) register of adolescent workers in Form-XV shall be maintained.
   (e) muster-roll in Form- XVI shall be maintained.

(2) Wage slip in Form-XVII shall be issued to the employee by the employer in every month. Provided that the employer shall give an attendance card in Form-XVIII to every person employed in his factory. A fresh card shall be issued to each employee on the first day of every calendar month. The employer or his representative should mark his initials or affix any stamp mark specially made for the purpose on each of the date columns in the card for each day of presence of the person, every day and shall return the card to the person before he leaves the factory for the day. The card is to be collected again every day when the person reports for the work. The Chief inspector cum Facilitator may exempt any factory with such conditions as he deem necessary from complying with this rule if he is satisfied that the registers maintained in the factory are correct and up to date.

(3) The registers under sub–rule (1) shall be preserved in original for a period of five calendar years after the date of the last report or entry:

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

Provided further that any establishment or group or class of establishment may maintain such registers manually with prior permission of the Chief Inspector cum Facilitator and in such case the registers shall be legibly entered in English or Mizo or the language understood by the majority of the persons employed therein;

(4) The registers maintained under sub-rule (1) shall be produced on demand electronically or by registered post, before the Chief Inspector-cum-Facilitator or an Inspector-cum-Facilitator or any person authorized in this behalf by the Government.

33. Display of address, condition and pay of work, accident and hazard history of the establishment on notice board.-

Every employer shall cause to display at the conspicuous place of the workplace of the establishment under his control, a notice showing the following details, namely: -

a) the name and address of the establishment;
b) hours of work;
c) wage period and date of payment of wages;
d) details of unpaid wages, if any;
e) details of accident or dangerous occurrences, if any, in the establishment for the preceding five years; and
f) name, address and phone number of the Inspector-cum-Facilitator or District Labour and Employment Officer having jurisdiction in English, Mizo or in the language understood by the majority of the workers.

34. Return Filing of.-

Every employer of an establishment shall send annually a return in Form XIX electronically to the Inspector-cum-Facilitator having jurisdiction so as to reach him not later than 1st February following the end of each calendar year.

CHAPTER-VII
INSPECTOR-CUM-FACILITATOR AND OTHER AUTHORITY.

35. Qualification for the post of Chief Inspector-cum-Facilitator:-

The Labour Commissioner, Government of Mizoram will be the Chief Inspector-cum-facilitator.

36. Power to take samples of any articles or substances.-

(1) An Inspector-cum-Facilitator shall take sufficient samples of any substances, used or intended to be used in an establishment, after informing the employer of the establishment, in accordance with the provisions of the Code and in the manner hereinafter provided, namely:
   (a) in the belief of the Inspector-cum-Facilitator in contravention of any of the provisions of this Code or the rules made there under, or
   (b) in the opinion of the Inspector-cum-Facilitator likely to cause bodily injury to or injury to the health of employee in the establishment,

(2) Where the Inspector-cum-Facilitator takes a sample under sub-rule (1), he shall, in the presence of the employer so informed under that sub-section or any other entrusted by the employer on this behalf, unless the employer or such other person willfully absents himself, divide the sample into three portions and effectively seal and suitably mark them, and shall permit the employer or such other person to affix his own seal and mark thereto.

(3) The person informed as aforesaid shall, if the Inspector-cum-facilitator so requires, provide the appliance for dividing, sealing and marking the sample taken under this section. If the employer informed under sub rule (1) or such other person willfully absent or abstains from affixing his seal and mark, the inspector cum Facilitator may get the signature and seal, if any, of an independent witness upon the sealed samples.

(4) The Inspector-cum-Facilitator shall-
   (a) forthwith give one portion of the sample to the person informed under sub-rule (1):
   Provided that the employer or such other person is not willing to receive the portion of the sample, inspector cum Facilitator shall record it and retain it with him;
   (b) forthwith send the second portion to a Government Analyst or National Accreditation Board for Testing and Calibration Laboratories (NABL) for analysis and report thereon;
   (c) retain the third portion for production to the Court before which proceedings, if any, are instituted in respect of the substance.

(5) Any document purporting to be a report under the hand of any Government Analyst or National Accreditation Board for Testing and Calibration Laboratories accredited laboratory upon any substance submitted to him for analysis and report under this section, may be used as evidence in any proceeding instituted in respect of the substance.

37. Powers and duties of Inspector-cum-Facilitator.-

(1) The Inspector Cum Facilitator may 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 documents, or anything provided for the purpose of

securing the health, safety or welfare of the employees employed in establishment.

(2) In the case of an Inspector-cum-Facilitator who is a duly qualified medical practitioner to carry out such medical examinations as may be necessary for the purpose of his/her duties under the Code.

(3) To prosecute, conduct or defend before a Court any complaint or other proceedings arising under the Code or in discharge of his duties as an Inspector-cum-Facilitator.

(4) Inspector-cum-Facilitator shall, after every inspection, as may be deemed necessary, issue inspection orders electronically pointing out the non-compliance of provisions of safety, health and working conditions under the Code, Rules and regulations framed there under, to the employer or occupier or owner.

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

(6) Inspector-cum-Facilitator shall, after every inspection, as may be deemed necessary, issue improvement notice or prohibition order in Form-XX pointing out the non-compliance of provisions of safety, health and working conditions under the Code, and Rules and regulations framed thereunder, to the employer or occupier or owner or their agent.

38. Specialised qualification and experience, duties and responsibilities of experts to be empanelled under section 37.-

Third Party Auditor:

(1) The State Government or Chief Inspector-cum-Facilitator will publish in public to obtain applications from experts with required qualification for the purpose of such start-up establishments or class of establishment to be specified separately by the State Government.

(2) The experts empanelled under sub-section (1) of section 37 of the Code, shall,—

(a) be assigned the third party audit and certification in a randomized manner, by the State Government through a web-based scheme;

(b) carry out the audit and certification in the manner and for the purpose specified in the scheme referred to in sub-section (1) of section 37 of the Code;

(c) perform such duties as may be specified in such scheme and submit his report to the concerned employer and to the Inspector-cum-Facilitator.

(3) On the basis of applications received a committee of experts will be formed under the chairmanship of the Labour Commissioner or Chief Inspector-cum-Facilitator.

(4) The experts empanelled will inspect, advise health and safety provisions to minimize the accidents, perform safety audit, may organize safety training programs and provide certificates to the trainees and may also provide the certificates to concerned establishments.

(5) The Departmental committee for empanelment of Third Party Auditors will from time to time fix the total number of such Third Party Auditor or Expert (Safety Auditors) to be recognized depending on the total quantum of work available in the State and also the manner in which applications are to be invited.

(6) The Chief Inspector-cum-Facilitator may, after giving an opportunity of being heard to the person recognized as a 'Third Party Auditor cum Expert' revoke the certificate issued to him under rule 33.

a) if he has reason to believe that the Third Party Auditor or Expert :

(i) has violated any of the conditions stipulated in the recognition;

(ii) has carried out an Audit, test, examination and inspection or has otherwise carried in a manner inconsistent with the intent or the purpose of the Code or the rules made there under; or

(iii) has omitted to comply with the Code as required under the Code and the rules made thereunder;

(7) Academic Qualification and Experience:-

a) degree in branch of Chemical, Mechanical, Electrical or Production Engineering from recognized institution and having ten years of experience in manufacturing, maintenance, design, project or safety department in the supervisory or above capacity in factories; or

b) diploma in branch of Chemical, Mechanical, Electrical, Production Engineering and diploma in industrial safety from recognized institution and having fifteen years‘ of experience in manufacturing, maintenance, design, project or safety department in the supervisory or above capacity in factories; or

c) degree of Bachelor of Science with Physics and/or Chemistry and diploma in industrial safety from recognized institution and having fifteen years‘ experience in manufacturing or maintenance or safety Department of any establishment in the supervisory or above capacity in factories, and one year full time Diploma in Industrial Safety recognized by the Board of Technical Education or All India Council of Technical Education or recognized University; or Central or Regional Labour Institutes;or

d) degree or diploma in any branch of Engineering and having fifteen years of experience in Factory Inspectorate or Directorate of Industrial Safety and Health or fifteen years of experience in the Directorate General Factory Advice Service and Labour Institutes or Central Labour Institute or Regional Labour Institutes of Directorate General Factory Advice Service and Labour Institutes.

(8) Duties and Responsibilities of Third Party Auditor or Expert:-

(a) Third Part Auditor or Expert shall maintain a log book of all safety audits undertaken by him indicating the name and address of the audited establishment, name of the person who has carried out safety audit, contact persons, date of the audit and date of submission of the audit report to the Occupier.

(b) It shall be scrutinized and approved by jurisdictional officers of the Chief Inspector-cum-Facilitator office.

(c) Third Part Auditor or Experts and the person authorized to carry out shall not conduct a Safety Audit of any establishment where such auditor or person is employed, or an occupier, partner, director, or manager of that establishment, or of any establishment owned, operated, managed, or conducted by immediate family members, relatives or extended family members or wherein that auditor or such person has any direct or indirect interest whatsoever. An auditor or such person shall not carry out the safety audit of those factories to which that auditor or such person supplies any plant, machinery, raw material, safety equipment or other materials or equipment.

(d) Third Part Auditor or Expert and the person authorized to carry out safety audit shall not disclose, even after ceasing to be a recognized auditor or employee of the institution, any manufacturing or commercial secrets or working processes or other confidential information which may come to his knowledge in the course of their duties as an auditor. Any failure in this regard, the auditor shall be liable to revocation of recognition under the rule and he shall not be eligible for recognition in future.

(9) Standards of Safety Audit.- The Safety Audit shall be carried out as per the standards laid down under IS: 14489: 1998 in the Indian Standard Code of Practice on Occupational Safety

and Health Audit or any such standards prevailing at the relevant time whichever is latest by the Safety Auditor or in case of an institution, by the person or employee possessing the qualification, experience and other requirements as set out in sub-rule (7) as Third Part Auditor/Expert.

(10) Periodicity for conducting Safety Audit: The Safety Audit shall be conducted once in every two years in General Category factories and for 2cb and MAH industry (hazardous process), industry Safety audit shall be conducted every year.

(11) Safety Audit Report.- The Third Part Auditor/Expert shall within one month from the date of completion of safety audit shall forward his report with recommendations regarding improvement of the occupational safety and health in an establishment to the occupier and a copy of the same to be submitted to office of the Chief Inspector-cum-Facilitator. Provided that if the auditor notices any hazard, which is likely to pose danger of causing an accident, during the safety audit, he shall immediately communicate the same in writing to the Occupier & the jurisdictional Inspector and Chief Inspector-cum-Facilitator.

(12) Compliance report on Audit Report.- The Occupier shall, within thirty days of the receipt of the Safety Audit report in the format prescribed in Form appended herewith, forward the same to the jurisdictional Inspector along with the action taken report in pursuance to the recommendations made in the Safety Audit Report. The Inspector-cum-facilitator shall send a proposal to the Chief Inspector-cum-Facilitator for approval of Audit Report.

39. Manner of providing alternate employment.-

Every employer or occupier: as the case may be, shall provide employment to the affected workers in other areas of the factory or in other factory under the ownership of the same Employer or Occupier:

Provided that the wages of the affected person shall be protected and shall provide additional allowance for travel and accommodation, if required:

Provided further that if the whole or a part of the factory closed by an order, then it shall be the duty of the occupier or employer, as the case may be, to pay wages to the affected workers as per the Code on Wages, 2019 (Central Act No. 29 of 2019) for the number of days for which the factory remained closed.

40. Qualification and appointment of Medical Officer.-

(1) The Medical Officer appointed by the Government of Mizoram under this rule shall be a medical practitioner who possesses qualification as defined in the National Medical Commission Act, 2019 (Central Act 30 of 2019) and who is enrolled on Indian Medical Register or on a State Medical Register as defined in that Act.

(2) In respect of factory carrying hazardous process or dangerous operations, in addition to the qualifications mentioned above, a person should possess a certificate of Training in Industrial Health of minimum three months duration or should possess a Diploma in Industrial Health recognized by the Central or State Government.

41. Other establishment engaging in dangerous occupations or processes for medical examination.-

Workers working in establishment engaging in the following dangerous occupations or processes shall be eligible for medical examination and certification: -

(a) Operations declared dangerous under section 82 of the Code;
(b) Factories carrying hazardous process as per Schedule 1 of the Code;
(c) Treatment of Biomedical waste;
(d) Sewerage treatment;
(e) Solid waste management;

(f) Marble cutting;
(g) Ready mix concrete;
(h) Hot mix concrete;
(i) Working at height;
(j) Operation of crane or heavy-duty machinery; or
(k) Such other occupation or process as may be notified by the State Government from time to time, to be dangerous.

42. Medical supervision clause.-

(1) A Medical Officer appointed under sub-section (1) of section 42 of the Code shall carry out examination and furnish report as Government may direct:
   (a) for examination and certification of workers in an establishment in such dangerous occupation or processes as specified in First Schedule of the Code;
   (b) for medical supervision of any establishment or class of establishment where cases of chronic occupational illness have occurred due to arduous nature of any process carried on or hazardous condition of work;
   (c) in respect of any establishment or class of establishment or description of establishment in which operations involve any risk of injury to the health of any person or class of persons employed therein;
   (d) to undertake occupational health survey for any or class of an establishment, where cases of illness have occurred or there is prevalence of diseases as prescribed in Third Schedule of the Code.

(2) (a) On receipt of a reference under clause (c) sub-section (2) of section 42 of the Code or otherwise, the Medical Officer shall, after giving prior notice regarding date, time and place for medical examination and upon examining the person sent for such examination, prepare the age and fitness certificate and deliver the same to the manager of the establishment concerned after retaining a copy thereof.
   (b) The Medical Officer may seek opinion of specialists like radiologist, dentist and orthopedic surgeon as the case may be, for the purpose of determination of age.

(3) Process for medical fitness examination:
   (a) A medical officer shall, on the application of any adolescent or his parent or guardian accompanied by a document signed by the employer of afactory that such person will be employed therein if certified to be fit for work in a factory, or on the application of the employer of the factory in which any adolescent wishes to work, examine such person and ascertain his fitness for work in a factory.
   (b) The medical officer, after examination, may grant to such adolescent, in Form XXI or may renew, a certificate of fitness to work in a factory as an adolescent, if he is satisfied that the adolescent has completed his fourteenth year, has attained the prescribed physical standards and is fit for such work:

   Provided that unless the Medical Officer has personal knowledge of the place where the adolescent proposes to work and of the manufacturing process in which he will be employed, he shall not grant or renew a certificate under this sub-rule until he has examined such place.

   (c) A certificate of fitness granted or renewed under sub-rule (2),
      a) shall be valid only for a period of twelve months from the date there of;
      b) may be made subject to conditions with regard to the nature of the work in which adolescent may be employed, or requiring re-examination of the adolescent before the expiry of the period of twelve months.

(d) A medical officer shall revoke any certificate granted or renewed under sub-rule (2), if in his opinion the holder of it is no longer fit to work in the capacity stated therein in a factory.
(e) Where a certificate under this rule with reference to any adolescent is granted or renewed subject to such conditions as are referred to in sub-rule(3), the adolescent shall not be required or allowed to work in any establishment/ factory, except in accordance with those conditions.
(f) Fee required for medical examination must be paid by the employer and shall not be recoverable from the adolescent, his parents or guardian. The Fee for medical examination shall be paid electronically as fixed by the State Government by notification from time to time.
(g) Medical Officer shall maintain record of examinations under this rule in Form-V.

43. Other establishment where medical examination and certification of adolescent is required.-
Adolescent workers shall obtain medical fitness certificate in FORM-XXI for employment in following process, namely:-

a) Head-load workers;
b) treatment of Biomedical waste;
c) sewerage treatment;
d) solid waste management;
e) marble cutting;
f) ready mix concrete;
g) hot mix concrete;
h) working at height;
i) operation of crane or heavy-duty machinery; or
j) such other occupation or process as may be notified by the State Government from time to time, to be dangerous.

CHAPTER-VIII
SPECIAL PROVISIONS RELATING TO EMPLOYMENT OF WOMEN

44. Conditions relating to safety, holidays and working hours or any other condition to be observed by the employer.-
(1) No woman worker shall be required or allowed to work for more than nine hours in any day or for more than forty eight hours in any week.
(2) The following conditions shall be met for employment of women during night or before 6.00 a.m. and beyond 7.00 p.m. in any day, namely, -
(a) the consent of women employee shall be taken;
(b) no women shall be employed against the maternity benefit provisions laid down under the Social Security Code, 2020 (Act 36 of 2020);
(c) adequate transportation facilities shall be provided to women employee to pick-up and drop such employee to the doorstep of her residence;
(d) the workplace including passage towards conveniences or facilities concerning toilet, washrooms, drinking water, entry and exit of women employee should be well-lit;
(e) the toilet, washroom and drinking facilities should be near the workplace where such women employee are employed;
(f) Provide safe, secure and healthy working condition such that no women employee is disadvantaged in connection with her employment;

(g) The provisions of the Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013 (Central Act 14 of 2013), as applicable to the establishments, shall be complied with.
(h) It shall be the duty of the employer to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, statement or prosecution of acts of sexual harassment by taking all steps required;
(i) The employer shall take appropriate steps to prevent sexual harassment;
(j) In case of any criminal case of sexual harassment, the employer shall initiate appropriate action in accordance with the penal law without delay and also ensure that victims or witnesses are not victimized or discriminated while dealing with the complaints of sexual harassment and wherever necessary, at the request of the affected worker, shift or transfer the perpetrator, if circumstances warrant. The employer shall take appropriate disciplinary action if such conduct amounts to misconduct which outrage the modesty of the women worker in or during the employment;
(k) The employer shall maintain a complaint mechanism in the establishment itself and the said mechanism shall ensure time-bound treatment of complaints. Such mechanism should be at any rate to provide, when necessary, an Internal Compliance Committee, a special counselor or other support services including the maintenance of confidentiality;
(l) Such an Internal Compliance Committee shall be headed by a woman and not less than half of its members shall be women, besides a non-governmental organization's representation in the Committee. Such person shall be familiar with the issues of sexual harassment;
(m) The women workers shall be allowed to raise issues of sexual harassment in the employee's meeting and other appropriate forum;
(n) The women workers shall be made aware of their rights in particular by prominently notifying the guidelines on the subject;
(o) Wherever there is a harassment at the instance of a third party, either by an act or omission, the employer and person in charge of the establishment shall take all steps necessary and reasonable to assist the affected persons in terms of support and preventive action;
(p) The employer shall provide proper lighting not only inside the factory, but also surroundings of the establishment and to all places where the women workers may move out of necessity in the course of such shift;
(q) The employer shall make sure that the women workers are employed in a batch not less than five and the total of the women workers employed in a night shift shall not be less than two;
(r) Sufficient women security shall be provided during the night shift at the entry as well as exit points;
(s) Separate dormitory accommodation shall be provided for women workers after the working hours in night shift, if required;
(t) Mess room shall be provided for the female employees;
(u) The employer shall provide appropriate medical facilities and also make available at any time of urgency on call where more than hundred women workers are employed in a shift, a separate vehicle shall be kept ready to meet the emergency situation such as hospitalization, whenever there is acase of injury or incidental acts of harassment;
(v) During night shift not less than 1/3rd-of strength of the supervisors or shift-in-charge or foreman or other supervisory staff shall be women wherever applicable;
(w) The women workers who work in night shifts and regular shifts shall have a monthly meeting through their representatives with the employer once in eight weeks as grievance day and the employer shall try to comply with all just and reasonable grievances; and

(x) The Inspector-cum-Facilitator shall strictly enforce the conditions and make it apoint to take note of the non-compliance in their inspection from time to time.

45. Safeguards to the employment of women.-

(1) No pregnant woman shall be allowed to work in a factory involved in dangerous operation, where she is likely to be exposed to hazardous substances which are carcinogenic for herself and teratogenic (for fetus).
(2) Proper dress code shall be maintained for the women workers working in dangerous operation.
(3) No women workers shall be employed in the dangerous operation against the maternity benefit provisions under the Social Security Code 2020.
(4) All the measures as mentioned in the provisions related to dangerous operation shall be complied with.
(5) Women shall be well trained on their job, shall be rendered knowledge about the hazardous properties of the substances being handled, stored, manufactured, hazardous present at their workplace, and measure to overcome with that.
(6) Women employed shall be provided with all the necessary personnel protective equipment at the workplaces, they are deployed.
(7) Women shall be trained and made aware about the means of escape in the events of fire, leakage, spillage hazardous substances.
(8) Pregnant women worker shall be deployed for work only in locations where other women workers are working.

CHAPTER-IX
CONTRACT LABOUR & INTER-STATE MIGRANT WORKERS

46. Conditions of Licence.-

The licence issued under these rules shall be subject to the following conditions, namely: -

(a) the licence shall be non-transferable;
(b) except as provided in these rules, the fees paid for the grant, or as the case may be, for renewal of the licence shall be non-refundable;
(c) the rates of wages payable to the workers by the contractor shall as per the Code on Wages, 2019 (Central Act No. 29 of 2019) and rules made there under;
(d) in case where the worker employed by the contractor performs the same or similar kind of works as the worker directly employed by the employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workers of the contractor shall be the same as applicable to the workers directly employed by the employer of the establishment on the same or similar kind of work;
(e) in every establishment where the number of workers are ordinarily employed as contract labour is fifty, there shall be provided the facility of crèche in accordance with the rules.
(f) the licencee shall notify any change in the number of workers or the conditions of work to the designated authority;
(g) a copy of the licence shall be displayed prominently at the premises where the contract work is being carried on; and
(h) the contractor shall be liable to comply with the relevant provisions of the Code.

47. Form and manner of application for contractor licence.-

(1) Application for issuing licence shall be made in Form-XXII to the designated authority, either manually or by registered post, electronically, or through the portal, as may be notified by the State Government.

(2) Every application referred to in sub-rule (1) shall also be accompanied by the security and fees at the rates which shall be notified by the State Government from time to time.

(3) Payments as required under sub-rule (2) shall be made either manually or electronically, as may be notified by the State Government, and shall be credited to the Treasury under such head of account as may be specified by the State Government from time to time.

(4) After receiving application, the designated authority shall issue licence in XXIII within a period of forty-five days specifying the conditions laid down in rule 46.

48. Procedure for issue of licence.-

(1) Before a licence is issued, bank guarantee for an amount calculated at the rate as notified by the State Government from time to time for each of the worker to be employed as contract labour, in respect of which the application for licence has been made, shall be deposited by the contractor for performance of the conditions of the licence and compliance with the provisions of the Code or the rules made thereunder.

(2) The fees to be paid for the grant or renewal of a licence shall be as notified by the State Government from time to time.

(3) Every licence granted under this rule shall remain in force for a maximum period of five years from the date of approval, subject to payment of such fee as required.

49. Procedure for Grant or Renewal or Amendment of licence.-

(1) Every application for grant of licence under Rule 47 shall be submitted thirty days prior to the commencement of employment of contract labour.

(2) Every application for renewal of licence shall be submitted either manually or by registered post, electronically, or through the portal, as may be notified by the State Government, at least forty five days prior to expiry of the licence period but not before 90 days of such expiry of licence.

(3) Every application for amendment shall be submitted along with fees and additional security deposit, if required, with respect to the change in number of contact labourers.

(4) On receipt of such application for grant or renewal of the licence, as the case may be, if the licensing officer is the opinion of that the licence should not be granted or renewed he shall after affording reasonable opportunity to the applicant to be heard and make an order rejecting the application. In case the authority does not grant, renew or reject the application within forty-five days of its submission before him, the licence shall be granted or renewed automatically.

(5) if the application for grant or renewal is not received within the time specified in sub-rule (1) or (2) as the case may be, an additional fee of twenty-five per cent, shall be payable.

50. Refund of security deposit.-

(1) If the contractor does not intend to hold the licence any more at any time before its expiry or to renew the licence further, may make an application in Form-XXIV electronically or otherwise to the licensing authority for the refund of the security deposited by him along with the copy of licence, notice of completion of work, an affidavit stating that no amount due to any worker and the bank details in which amount is required to be refunded.

(2) If the Licensing authority is satisfied that there is no breach of the conditions of licence or there is no order for the forfeiture of security deposit or any portion thereof, he shall direct the refund of the security deposit to the applicant.

(3) If there is any order directing the forfeiture of any portion of security deposit, the amount to be forfeited shall be deducted from the security deposit, and balance, if any, shall be refunded to the contractor.
(4) An application for refund shall, as far as possible, be disposed of within thirty days of the receipt of the application.

51. Responsibility of contractor.-
(1) The rates of wages payable to the workers by the contractor shall not be less than the rates prescribed under the Code on Wages, 2019 (Central Act 29 of 2019) and where the higher rates have been fixed by agreement, settlement or award, not less than the rates so fixed.
(2) In case where the worker employed by the contractor perform the same or similar kind of work as the worker directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workers of the contractor shall not be less favorable than those applicable to the workers directly employed by the principal employer of the establishment for the same or similar kind of work. In case of any dispute whether the work is the same or of similar kind, the matter be referred to the authority notified by the government whose decision shall be final.
(3) In all other cases the wage rates, holidays, hours of work and conditions of service of the workers of the contractor shall be such as specified under the Code on Wages, 2019 and rules made there under.
(4) All contract labourers shall be made member of Employees Provident Fund Organisation and Employees State Insurance Corporation subject to applicability as under respective provisions of the Code on Social Security, 2020.
(5) The contractor shall notify changes, if any, with respect to the number of workers or conditions of work to the Licensing Authority, electronically.

52. Intimation of work order and time limit forintimation.-
Every contractor or his authorized representative shall, within fifteen days of the receipt of a contract work, submit electronically to the authority appointed under section 119 of the Code a statement containing the details such as the name of the principal employer, address of the premises where work is being undertaken, date of commencement of the contract work, the number of contract labour employed under that work order and duration of work order.

53. Suspension or cancellation of licence.-
If the contractor fails to give intimation to the authority referred in sub section (1) of section 119 of the Code after affording an opportunity of being heard, if satisfied that the failure of intimation is intentional, the authority may suspend or cancel the licence:

Provided that the contractor, if aggrieved by an order of the licensing authority within thirty days of receipt of order, may file an appeal to appellate authority notified under rule 54.

54. Appeal:
The appellate authority under sub-section (1) of section 52 of the Code shall be notified by the State Government.

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

(2) The wages of every person employed as contract labour in an establishment or by a contractor shall be paid in accordance with Code on Wages 2019 and rules made thereunder.
(3) The contractor when it is not practicable to pay wages as prescribed in sub section (2) of Section 55 of the Code can pay wages directly to the employee.

56. Making payment of wages from the security deposit amount.-
If the contractor or principal employer fails to pay the wages to the contract labour employed by him, the Labour Commissioner or any officer authorized by him or the licensing authority or the competent officer as may be notified by the government shall conduct or cause to conduct an inquiry and after giving an opportunity to be heard to the contractor shall pass an order to make payment if any, of such wages from the amount deposited by the contractor as security deposit. The contractor shall re-furnish the security deposit within a period of fifteen days or else his licence will be liable to be suspended.

57. Experience Certificate.-
Every contractor shall issue on demand, an experience certificate in Form-XXV to the contract labour giving details of the period, work performed, experience gained in various fields performed by such contract labour.

58. Prohibition of employment of contract labour.-
If a question arises as to whether any activity of an establishment is a core activity or otherwise, the aggrieved party may make an application electronically or in any other manner, to the authority notified by the State Government under clause (c) of sub–section (2) of section 57 of the Code, giving reasons along with supporting documents. The authority after making necessary inquiry shall within sixty days report his findings to Government.

59. Journey allowance to Inter-State Migrant Worker.-
The employer shall pay to every inter-State migrant worker employed in his establishment, in a year a lump sum amount of fare for to and fro journey to his native place from the place of his employment based on the following conditions, namely:-
(1) the minimum service of the worker entitled for journey allowance shall be one hundred and eighty days;
(2) the journey allowance shall be provided for minimum second class fare by train or bus; and
(3) the employer shall pay a lump sum amount of one hundred rupees per family member per day for the period of travel of the worker (if family is staying with him at the location of his workplace) for food during the journey.

60. Setting up of a toll free helpline number to the inter-state migrant worker.-
A toll-free help-line number shall be provided by Labour, Employment, Skill Development & Entrepreneurship Department, to address queries and grievances of the inter-state migrant workers.

61. Study of inter-state migrant workers.-
The State Government may by notification engage any institution or agency for the study of Inter-state migrant workers from time to time.

CHAPTER-X
AUDIO-VISUAL WORKERS

62. Agreement for audio-visual workers. –

(1) The form of agreement for the audio-visual workers with the producer is given in Form-XXVI (2) Every such agreement shall be registered with the competent authority notified under Clause (b) of sub section (1) of section 66 of the Code by the State Government.

63. Procedure for reference of disputes to a Conciliation Officer or a Tribunal. -

The procedure for reference of dispute to a conciliation officer or a tribunal shall be in conformity with the Industrial Relations Code, 2020 and Rules made thereunder.

CHAPTER- XI
BEEDI AND CIGAR WORKERS.

64. Form of application for grant of licence and licence fees.-

(1) Every application under sub-section (1) of section 74 of the Code for a licence to use or allow to use any place or premises as an industrial premises shall be made either manually or by registered post, electronically, or through the portal, as may be notified by the State Government. in Form–XXII.

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

(a) plan showing-

a) the site of such place or premises, the areas there in to be used for manufacturing processes and the immediate surroundings of such place or premises, including adjacent buildings structures roads, drains and the like; and

b) the plant, elevation and necessary cross sections of the details relating to natural lighting, ventilation, means of escape in case of fire, position of the plant and machinery, if any, used, aisles end, passage-ways in or in relation to the various buildings which are intended to be used for manufacturing processes;

(b) the fee for the licence as specified in Rule 68 shall be paid electronically.

65. Application for renewal.-

(1) Every application for renewal of a licence under sub-section (5) of section 74 of the Code shall be made in Form-XXII to the designated authority, either manually or by registered post, or electronically or through the portal, as may be notified by the State Government.

(2) The fee for renewal of the licence shall be paid either manually or by registered post, or electronically or through the portal, as may be notified by the State Government.

(3) Every application for renewal of licence shall be submitted manually or by registered post, or electronically or through the portal, as may be notified by the State Government atleast forty five days prior to expiry of the licence period but not before 90 days of such expiry of licence.

(4) The reason for refusal of renewal of licence shall be intimated to the employer within thirty days of receipt of application under sub-rule (1).

66. Form and terms and conditions of licence.-

(1) A licence granted under Sub section 5 of Section 74 of the Code shall be in Form- XXIII.

(2) Every licence granted under this rule shall remain in force for a maximum period of five years from the date of approval, subject to payment of such fee as required.

(3) Every licence granted or renewed under Section 74 shall be subject to the following conditions namely:
   (i) the manufacturing process shall be carried on only in that part of the industrial premises specified for the purpose in the licence;
   (ii) the maximum number of employees employed in the industrial premises shall not on any day exceed the number specified in the licence;
   (iii) power-driven machinery not specified in the licence shall not be used in the manufacturing process in the premises;
   (iv) except with the prior permission in writing of the competent authority the industrial premises shall not be extended and except with the like permission, no structural alterations shall be made in any building or such premises;
   (v) the licence shall not be transferable;
   (vi) except as provided in Rule 67, the fees paid for the grant or renewal of the licence, as the case may be, shall be non-refundable.

67. Appeal.-
An appeal under section 75 of the Code may be filed electronically with required fee specified under rule 66 within a period of thirty days from the date of receipt of the order sought to be appealed against.

68. Fees and manner of payment.- (1) The fees to be paid for the grant or renewal of licence under Section 74 and 75 shall be as notified by the State Government.

69. Refund of fees.- If the competent authority refuses to grant or renew any licence under Section 74, it shall order the refund of the fees paid thereof.

70. Conditions for permit for cutting and wetting under sub-section (1) of section 76.-
(1) The Government may permit the wetting or cutting of beedi or tobacco leaves by employees outside the industrial premises on an application made to it by employer on behalf of such employees.
(2) The employer shall maintain in the prescribed form arecord of the work permitted under sub-section (1) to be carried on outside the industrial premises.
(3) Save as otherwise provided in this section, no employer shall require or allow any manufacturing process connected with the making of beedi or cigar or both to be carried on outside the industrial premises:
   Provided that nothing in this sub-section shall apply to any labour who is given raw material by an employer or a contractor for being made into bee dior cigar or both at home

71. Record of outside work.-
The record to be maintained by the employer of the work permitted under sub-section (2) of Section 76 of the Code to be carried on outside the industrial premises shall be in Form-XXVII.

CHAPTER - XII
FACTORIES

72. Approval of site, construction or extension of a factory under clauses (a) and (b) of sub-section (1) of section 79 of the Code.

(1) No site shall be used for the location of a factory nor shall any building be constructed, reconstructed or extended for use as a factory, nor shall any manufacturing process be carried on in any building, constructed, reconstructed or extended unless the previous permission in writing is obtained from the State Government or the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator. The previous permission of the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator shall also be obtained for the installation of additional machinery or for the installation of prime movers exceeding the power already installed in the factory. The previous permission of the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator shall also be obtained for increasing the number of workers specified in the licence.

(2) Application for such permission shall be made in the prescribed Form XXVIII either manually or by registered post, electronically, or through the portal, as may be notified by the State Government. The application shall contain the details such as the Name and address of the applicant, full particulars of the factory such as name, postal address, survey number, Village, Taluk, District and also the total power of plant and machinery in KiloWatt number of workers. The application shall be accompanied by the following documents:

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

(b) Plans drawn to scale showing:

a) the site of the factory and immediate surroundings (100m radius) including adjacent buildings and other structures, roads, drains, etc.

b) the plan, elevation and necessary cross-sections of the various buildings, indicating all relevant details relating to fire fighting facilities withlayout, lighting, ventilation and means of escape in case of fire.

c) The plans of layout of machinery clearly indicating the position of the plant and machinery, aisles and passage ways. There shall be a minimum clearance of 50 cm. between machines and fixed structures. The plans and layout of factory buildings sent to the Department for approval under these rules shall be prepared by a person not be low the rank of an approved draughtsman recognized by the Chief Inspector-cum-Facilitator.

(3) Site suitability-

The site of the factory shall satisfy the following requirement of minimum distance from-

1.	Educational Institution	25meters
2.	Hospitals	30meters
3.	Religious-cum-worship building	25meters
4.	Tank and canals	10meters

and set back of three meters of open space of front, sides and rear. For sites abutting National Highways and State Highways the minimum set back of the building shall be 7m on front:

Provided that the Chief Inspector-cum-Facilitator or Labour Commissioner or Joint Labour Commissioner may subject to such conditions as may be prescribed, relax these requirements in respect of factories which do not create noise, pollution or do not generate solid, liquid or gaseous effluents.

(4) If the Chief Inspector-cum-Facilitator or Labour Commissioner or Joint Labour Commissioner is satisfied that the plans are in consonance with the requirements of the Code and Rules he shall, subject to such conditions as he may specify, grant the permission sought for under permit and approve the plans by digitally affixing his signature and making available the approved drawings either manually or by registered post, electronically, or through the portal, as may be notified by the State Government as the case may be or he/ she may call for such other particulars as he/ she may require to enable such approval. The permission so granted will be valid for a period of two years only unless it is revalidated, for completion of construction. Request for revalidation of permission shall be made to the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator as the case may be alongwith the fee prescribed either manually or by registered post, electronically, or through the portal, as may be notified by the State Government.

(5) The plans approved by the Chief Inspector-cum-Facilitator or Labour Commissioner or Joint Labour Commissioner under this rule shall be readily available in the factory in electronic mode for inspection by the Inspector-cum-Facilitators.

(6) The Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator or Joint Labour Commissioner may refuse to grant permission if the requirements of the Code and Rules are not satisfied and in such cases the reasons for refusing the permission shall be recorded and communicated to the Applicant.

(7) a) No manufacturing process shall be carried on in any building of a factory constructed, reconstructed or extended or taken into use as a factory or part of a factory until a Certificate of Stability in Form- XXIX in respect of that building has been obtained from a Competent Person:

Provided that the Certificate of Stability as required in this Rule shall be vali only for a maximum period of five years from the date of its issue and a fresh stability certificate shall be obtained thereafter.

b) The certificate of stability referred to in clause (a) shall be readily available in the factory for inspection by the Inspector-cum-Facilitators.

(8) a) A factory or part of a factory constructed, reconstructed, extended or taken into use, shall be in accordance with the plans approved and shall satisfy the conditions subject to which the plans have been approved.

b) No machinery or prime mover or a permanent fixture not shown in the plans approved shall be installed, fixed or used in any factory except in replacement provided its capacity is not different and it is not occupying more floor area than that already shown in the approved plans.

73. Application for grant of licence.-

The occupier of every factory shall submit to Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator an application for grant of licence and notice of occupation, in Form-XXVIII either manually or by registered post, electronically, or through the portal, as may be notified by the State Government.

(1) A licence for afactory may be granted by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator in Form-XXX, on an application made either manually or by registered post, electronically, or through the portal, as may be notified by the State Government and on payment of the fees specified in Appendix-B notified by State Government from time to time:

Provided that subject to the provision of sub-section (3) of section 79 of the Code the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator may refuse or

grant of licence for the following reasons and communicate such decisions in writing to the occupier, namely: -

(a) The plans of the factory are not approved under rules made in this behalf.
(b) There requirements under rule 72 are not satisfied.
(c) There is imminent danger to human life due to the presence of explosive or inflammable dust, gas, fumes or mixture beyond permissible level and effective measures are not taken to remove such danger
(d) There is imminent danger to human life due to the building or the entrances thereto or exists the reform is in a dangerous or structurally unsound condition and effective measures are not taken to remove the danger, and
(e) Such other reasons, as may be recorded in this behalf.

(2) Every licence granted under this rule shall remain in force for a maximum period of five years from the date of approval, subject to payment of such fee as required.

(3) No manufacturing process shall be carried on in any factory without a licence having been granted by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator and is in force for the time being.

(4) The licence granted to a factory under this rule, shall be readily available in the factory for inspection by the Inspector-cum-Facilitator/Additional Inspector-cum-Facilitator appointed under Section 34 of the Code.

74. Amendment of licence. -

(1) The licence granted under this rule may be amended by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator.

(2) The limits specified in the licence granted to a factory in regard to power or the number of persons employed shall not be altered or the name of the factory or the manufacturing process shall not be changed unless the licence hasbeen amended for that purpose.

An application for amendment of a licence shall be submitted to the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator specifying the nature of amendment sought for and the reasons therefore atleast 15 days prior to the date on which the applicant desires the amendment to take effect. The application shall be submitted either manually or by registered post, electronically, or through the portal, as may be notified by the State Government.

(3) The fee for the amendment shall be as prescribed in Appendix-A plus the difference between the fee that has been paid for the licence and the fee that is payable for the licence(Appendix–B), had it been originally issued in the amended form:

Provided that if the limit specified in the licence is exceeded without making the application as aforesaid, the licence shall be amended only on payment of a fee of 100% in excess of the fee ordinarily payable under this rule for getting the licence in the amended form.

(4) On the receipt of such application the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator may amend the licence suitably, if the statutory requirements are complied with or he/she may call for such other particulars or details or make such enquiries which he/she considers necessary before amending the licence. The Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator shall incorporate the amendment in the appropriate columns of the original licence with digital signature if he/she agrees to the amendment or may refuse the amendment and return the licence to the applicant. The amendment shall take effect from the date on which it is amended;

Provided that if an application for amendment is refused, the reason for the same shall be recorded and communicated to the applicant through the portal electronically or in any other manner.

75. Renewal of licence.-

(1) A licence shall be renewed by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator.

Every application for the renewal of licence shall be in the prescribed Form-XXVIII and shall be submitted to the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator either manually or by registered post, electronically, or through the portal, as may be notified by the State Government before the date on which the licence expires and if the application is so made the premises shall be held to be duly licenced until such date as the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator under sub-rule (i) renews the licence or till the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator intimates the applicant in writing his refusal to renew the licence as the case may be.

(2) Renewal of Licence can also be obtained through Auto renewal process in the electronically or through the portal as may be notified by the State Government by submitting self-certification as follows. Namely,-

(a) I understand that as per provisions of the Code and rule, if the applicant obtained licence by fraud or misrepresentation competent authorities can refuse and reject the application and legal action will be initiated against me.

(b) I have verified all the data shown to me in Form-XXVIII and undertake that they are all correct and no deviations from the same and also from the details mentioned in the latest permit issued to me is existing in my Factory at the time of submission of this application.

(c) I undertake that any modifications, additions, extensions to the factory premises, building or machinery or on any data related to the factory, from the date of submission of this application shall be immediately brought to the notice of the concerned Inspector through proper means as per Rules and Regulations.

(d) I undertake that no statutory proceedings initiated by the Department of Factories and Boilers are pending against me (except for those under the purview of the Hon'ble Courts) on the date of submission of this application.

(e) I undertake that my Factory complies with all applicable provisions under Code and rules.

(f) I undertake that my Factory possesses all statutory clearances and legal documents as required for renewal of licence and they are valid at the time of submission of this application and for such extended renewal period as required.

(g) I understand that the Department of Factories and Boilers reserves its right to cancel my auto renewed licence at any time within its validity period, if any data submitted by me is found to be falsified or if any data is suppressed from the Department at the time of submission of this application in accordance with the relevant provisions of the Code and Rules.

(3) The fee for the renewal or auto renewal of a licence shall be the same as that for the grant of licence, in case an application for renewal has been made for renewal for a maximum period of 5 years. The renewal fee shall be the number of years multiplied by the fees payable for renewal of licence for one year as specified in Appendix-B:

Provided that if the application for renewal is not received within the time specified, the licence shall be renewed only on payment of an additional fee of fifty percent of the fee ordinarily payable if the application is received after the expiry of the licence; Provided further that the State Government or subject to the Control of the State Government, the Chief Inspector-cum-Facilitator may waive the payment of additional fee by a written order for valid reasons. An application for renewal of licence may be refused by the Chief Inspector-cum-Facilitator or Joint Chief Inspector-cum-Facilitator:

a) On any of the reasons stated in sub-rule (1) of rule 73;
b) If the applicant is guilty of repeated contravention of the provisions of this Code or Rules;
c) If the applicant has obtained the licence by fraud or by misrepresentation;
d) If the licencee has violated the conditions of the licence:

Provided that, in any case falling under clauses (a), (b) or (c) before refusing the renewal of any licence, the applicant shall be given an opportunity to show cause as to why the renewal of licence shall not be refused.

e) If any violation is detected at any time during subsequent inspection or verification of documents of the factory, or comes to the notice of Inspector-cum-Facilitator that auto renewed licence (licence renewed through online mode based on the self-certification made by the occupier of the registered factory) has been obtained through misrepresentation or suppression of facts or through fraudulent means, such licence shall be cancelled by the issuing authority.

(4) Every licence renewed under this Rule shall remain in force up to a maximum period of 5 years from the due date of renewal.

76. Transfer of licence.-

(1) The licence granted shall be transferred by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator
(2) The transferee with the permission of the transferer, at any time apply for permission to transfer the licence, either manually or by registered post, electronically, or through the portal, as may be notified by the State Government to the Registering Officer appointed by the State Government, with payment of fee as per Appendix-A.
(3) The transfer of licence shall take effect only after the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator approves the transfer and make entries of the details of transfer in the appropriate columns in Form-XXX. The licence shall then be transferred to the transferee.
(4) The transferee shall not take over the factory before getting the approval of the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator.

Provided that the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator may call for such other particulars a she/she may require before effecting the transfer:

Provided further that if the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator disapproves the transfer he shall record the reasons and communicate the same to the applicant through online mode.

77. Procedure on death or disability of licencee.-

If a licencee dies or becomes insolvent, the person carrying on the business of such licencee shall make an application, either manually or by registered post, electronically, or through the portal, as may be notified by the State Government for transfer of the licence under his own name. Such applications shall also be accompanied with valid documents to prove his or her occupier ship.

78. Payment of fees.-

(1) Fees payable under these rules shall be remitted, either manually, electronically, or through the portal, as may be notified by the State Government.
(a) If an application for the grant, renewal, transfer or amendment of a licence is rejected, the fee paid shall be refunded to the applicant by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator:

Provided that if the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator as the case may be is satisfied that a factory has worked even on a single day during the period for which the application for the grant, renewal, transfer or amendment of licence is made, the fee remitted therefore shall not be refunded;

(b) when the amount paid is in excess of the prescribed fee for the grant or renewal of licence,the excess amount so paid may be refunded or adjusted towards the fee payable for the licence for the subsequent years on request from the Occupier;

(c) The fee for transfer of licence shall be
   (i) twenty five percent of licence fee in case of transfer to legal heirs
   (ii) one hundred percent of licence fee in case of other transfers
   (iii) In case there is no change in occupiership, only amendment fee shall be applicable as prescribed by the State Government from time to time.

79. Cancellation of Licence.-

If an occupier of a Factory has obtained the licence of his Factory by fraud or misrepresentation or suppression of any material fact or any other reason, the Licence so obtained shall be cancelled by the issuing authority with immediate effect after having given the licencee a reasonable opportunity for being heard why his licence should not be cancelled.

80. Suspension of Licence. -

Without prejudice to the provision contained in these rules the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator may suspend the licence on an application from the occupier, for a factory holding a valid licence, in online mode as per Form- XXXI However, the full amount of licence fee is payable if the factory has worked even for a single day since expiry of the validity period of the existing licence:

Provided that the licence suspended under this rule, shall be renewed after revoking the suspension by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator on an application made by the licencee. Such application shall be submitted at least 15 days before re opening and shall be accompanied by the full amount of licence fee as applicable for grant of licence and 25% excess of the fee ordinarily payable.

81. Removal of Licence. -

(1) The licence of a Factory shall be removed by the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator under the following circumstances, namely,-
   (a) the occupier makes an application in the prescribed Form-XXXI for the removal of the factory;
   (b) if a factory is found to be not working during the time of inspection by an Inspector- cum-Facilitator, and the period of licence has expired at the time of inspection is so convinced that the factory is not likely to be restarted, after confirming the same by issuing Notice of intention to remove the licence, the Inspector-cum-Facilitator shall make recommendations to the Chief Inspector-cum-Facilitator or the Joint Chief Inspector-cum-Facilitator to permanently remove the Licence of the saidfactory.

82. Liability of owner of premises.-

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

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

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

(a) latrines, urinals and washing facilities in so far as the maintenance of the common supply of water for these purposes is concerned;
(b) fencing of machinery and plant belonging to the owner and not specifically entrusted to the custody of user or an occupier;
(c) safe means of access to the floors or flats and maintenance and cleanliness of staircases and common passages;
(d) precautions in case of fire;
(e) maintenance of hoists and lifts; and
(f) maintenance of any other common facilities like creche, provided in the premises.

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

(5) The provisions of sub-rule (3) relating to the liability of the owner shall apply where in any premises independent rooms with common latrines, urinals and washing facilities which are released to different occupiers for use as separate factories:

Provided that the owner shall also be responsible for complying with the requirements relating to the provision and maintenance of latrines, urinals and washing facilities.

(6) The Chief Inspector-cum-Facilitator shall have, subject to the control of the State Government, have the power to issue orders to the owner of the premises referred to in sub-section (5) in respect of carrying out the provisions of Section 46 or Section 48.

(7) Where in any premises portions of a room or a shed are leased to different occupiers for useas separate factories, the owner ofthe premises shall also be liable for any contravention of the provisions:

Provided that the occupier shall be responsible for complying with all the safety related provisions of the Code:

Provided further that the owner of every factory shall jointly and severally be responsible for making financial and other provisions and for taking such other steps as may be necessary for compliance with the provisions of this Code and the rules, regulations, bylaws and orders made thereunder, relating to factory.

(8) In the event of any contravention by any person who so ever of any of the provisions of this Code or of the rules, regulations, bylaws or orders made thereunder, relating to factory, except those which specifically require any person to do any act or thing or prohibit any person from doing an act or thing, besides the person who contravenes, then, each of the following persons shall also be deemed to be guilty of such contravention unless she proves that he had used due diligence to secure compliance with the provisions and had taken reasonable means to prevent such contravention, namely:—

(a) the official or officials appointed to perform duties of supervision in respect of the provisions contravened;
(b) the employer of the factory;
(c) the owner of the factory;
(d) the person appointed, if any, to carry out the responsibility under section 24.

(9) It shall not be a defense in any proceedings brought against the owner of a factory under this section that the employer and other officials have been appointed in accordance with the provisions of the Code or that a person to carry the responsibility under section 24 has been appointed.

83. Power to apply the Code to certain premises–

(1) The State Government may, by notification in the Official Gazette, declare that all or any of the provisions of this Code shall apply to any place where in a manufacturing process is carried on with or without the aid of power or is so ordinarily carried on, notwithstanding that—

(a) the number of persons employed therein is less than twenty, if working with the aid of power and less than forty if working without the aid of power, or;

(b) the persons working there in are not employed by the owner thereof but are working with the permission of, or under agreement with, such owner:

Provided that the manufacturing process is not being carried on by the owner only with the aid of his family. After aplace is so declared, it shall be deemed to be afactory for the purposes of this Code, and the owner shall be deemed to be the occupier, and any person working therein, a worker.

84. Dangerous manufacturing process or operations. -

The manufacturing process or operations in the foregoing schedules given in part A and part B of this rule, when carried on in any factory are declared to be dangerous manufacturing process or operation under section 82 of the Code.

84A. Site Appraisal Committee under section 83.–

(1) The State Government shall constitute a technical committee to be called the Site Appraisal Committee to consider and give recommendations on applications for the initial location of a factory involving a hazardous process or for the expansion of such factory.

(2) The Committee shall consist of the following members, namely:-

(a) Chief Inspector-cum-Facilitator–Chairman

(b) One Inspector-cum-Facilitator or Technical Officer, LESDE Department – Member Secretary

(c) A representative of the Fire & Emergency Services Department

(d) A representative of the Department of Commerce and Industries

(e) A representative of the Mizoram Pollution Control Board

(3) The State Government may constitute or reconstitute the Committee as and when necessary.

(4) No member shall disclose any industrial, commercial or technical information obtained during the course of his duties, except for the purposes of the Code or when required by law.

(5) Application for Site Appraisal-

(a) Every application for appraisal of a site under Section 83 of the Code shall be submitted to the Chairman of the Site Appraisal Committee manually or by post or electronically, in Form-XXXVII.

(b) The Committee may dispense with furnishing of any information in the application if it considers such information not relevant to the application under consideration.

(6) Functions of the Committee-

(a) The Member Secretary shall register the applications received for appraisal of site in a separate register and acknowledge the same within seven days;

(b) The Member 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;

(7) The committee may adopt a procedure for its working keeping in view the need for expeditious disposal of applications;

(8) The committee shall examine the application for appraisal of a site with reference to the prohibitions and restrictions on the locations of industry and carrying on of processes and operations in different areas as per the provisions of Rule 5 of the Environment (Protection) Rules, 1986 framed under the Environment Protection Act, 1986;

(9) The Committee may call for documents, examine experts, inspect the site and take such other steps as may be necessary for forming its views on the suitability of the site.

(10) Wherever the proposed site requires clearance by the Ministry of Environment and Forests, the application for site appraisal will be considered by the Site Appraisal Committee only after such clearance has been received.

(11) The Committee shall make its recommendation within thirty days of receipt of the application in Form- XXXVIII.

85. Compulsory disclosure of information by the occupier. -

(1) The occupier of every factory carrying on a 'hazardous process' shall arrange to obtain or develop information as 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 reference.

(2) Every such Material Safety Data Sheet shall include the following information:-

(a) the identity used on the label;

(b) hazardous ingredients of the substance;

(c) physical and chemical characteristics of the hazardous substance;

(d) the physical hazards of the hazardous substance, including the potential for fire, explosion and reactivity;

(e) 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;

(f) the primary route(s) of entry;

(g) the permissible limits of exposure prescribed in the schedule under Section 88 of the Code, and in respect of a chemical not covered by the said schedule, any exposure limit used or recommended by the manufacturer, importer or occupier;

(h) any generally applicable precautions for safe handling and use of the hazardous substance, which are known, including appropriate hygienic practices, protective measures during repairs and maintenance of contaminated equipment, procedures for clean-up of spills and leaks;

(i) any generally applicable control measures, such as appropriate engineering controls, work practices, or use of personal protective equipment;

(j) emergency and first aid procedures;

(k) the date of preparation of the Material Safety Data Sheet, or the last change to it; and

(l) 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.

(3) 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/she 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.

(4) An example of such Material Safety Data Sheet is given in the Schedule to this Rule.

(5) Labeling.-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:

MATERIAL SAFETY DATA SHEET

SAMPLE MODEL		
Section1-Material Identification and Use		
Material Name/Identifier		
Manufacturer's Name		Supplier's Name
Street Address		Street Address
City	State	City
Postal Code	Emergency Telephone No	Postal Code
Chemical Name		Chemical Identity
Trade Name and Synonyms		Product Use

Section II- Hazardous Ingredients of Material				
Hazardous Ingredients	Approximate Concentration%	C.A.S. or UN Numbers	L.D.50 (Specify Species & Route)	L.C. 50 (Specify Species & Route

Section III- Physical Data for Material				
Physical State Gas—Liquid—Solid				
		Odour and Appearance	Odour Threshold (p.p.m.)	Specific Gravity

Vapour Pressure (mm)	Vapour density (Air-1)	Evaporation Rate	Boiling Point (°C)	Freezing Point (°C)
Solubility in water (20°C)	PH	Density (g/ml.)	Co efficient of Water/oil distribution	

Section IV-Fire and Explosion Hazard of Material			
Flammability-Yes/No			If yes, under what condition
Means of Extinction			
Special Procedures			

Flash Point (°C) and Method	Upper Explosion Limit (% by volume)	Lower Explosion Limit (% by volume)	And
Auto-ignition Temperature (°C)	TDG Flammability classification	Hazardous Combustion Products	
Explosion Date-Sensitivity Chemical Impact		Sensitivity to Static Discharge	
Section V- Reactive Data			
Chemical Stability Yes/No		If no, under what conditions	
In compatibility to other Substances Yes/No		If yes, which ones	
Reactivity and under what condition Hazardous Decomposition products Material Name/Identifier			

Section VI- Toxicological Properties of Material			
Route of Entry			
	-Skin Contact –Skin-Inhalation Acute	Skin Absorption –Inhalation Chronic	Eye contact Ingestion
Effects of Acute Exposure of Material Effects of Chronic Exposure to Material			
Material		Exposure Limit(s)	Irritancy of material
Sensitization to Materials	Carcinogenicity, Reproductive Effects, Teratogenicity, Mutagenicity		
Synergistic Materials			

Section VII– Preventive Measures		
Personal protective Equipment		
Gloves (Specify)	Respiratory (Specify)	Eye (Specify)
Footwear (Specify)	Clothing (Specify)	Other (Specify)
Engineering Controls (e.g. ventilation, enclosed process etc.) please specify		
Leak and Spill Procedures		
Waste Disposal		
Handling Procedures and Equipment		
Storage Requirements		
Special Shipping Information		
Section VIII- First Aid Measure		
First Aid Measure		
Source used		
Additional Information		

Section IX – Preparation date of M.S. D.S

Prepared by (Group, Department,	PhoneNo	Date
etc.) Notes:		
1.CAS or UN Number	Chemical Abstract Service or United Nations (UN) Number.	
2.LD50-Lethal Doze	50% (LD50-Specify Species and route)	
3.LG-50-Lethal Concentration	50% (LC 50-Specify Species and route)	
4.TDG Flammability	Transport of Dangerous Goods Flammability Classification by United Nations	

1. Disclosure of information to workers.

(1) The occupier of a factory carrying on a 'hazardous process' shall supply to all workers the following information in relation to handling of hazardous material or substances in the manufacture, transportation, storage and other processes, namely,-

i. Requirements of sections 84, 85 and 89 of the Code;
ii. A list of 'hazardous process' carried on in the factory;
iii. Location and availability of all Material Safety Data Sheets as per Rule
iv. Physical and health hazards a rising from the exposure to or handling or substances;
v. Measures taken by the occupier to ensure safety and control of physical and health hazards;
vi. Measures to be taken by the workers to ensure safe handling, storage and transportation of hazardous substances;
vii. Personal Protective Equipment required to be used by workers employed in 'hazardous process' or 'dangerous operations';
viii. Meaning of various labels and markings used on the containers of hazardous substances as provided under Rule;
ix. Signs and symptoms likely to be manifested on exposure to hazardous substances and to whom to report;
x. Measures to be taken by the workers in case of any spillage or leakage of a hazardous substance;
xi. Role of workers vis-à-vis the emergency plan of the factory, in particular the evacuation procedures;
xii. 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 workplaces.

3. The booklets, leaflets and the cautionary notices displayed in the factory shall be in the language understood by the majority of the workers, and also explain to them.

4. The Chief Inspector may direct the occupier to supply further information to the workers as deemed necessary.

86. Disclosure of information to the Chief Inspector- cum-Facilitator.-

(1) The occupier of every factory carrying on 'hazardous process' shall furnish in writing to the Inspector-cum-Facilitator and the Chief Inspector -cum- Facilitator a copy of all the information furnished to the workers.

(2) A copy of compilation of Material Safety Data Sheets in respect of hazardous substances used, produced or stored in the factory shall be furnished to the Chief Inspector-cum-Facilitator and the local Inspector-cum- Facilitator.

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

87. Health and Safety Policy.-

(1) The occupier of every factory, except as provided for insub-rule (2), shall prepare a written statement of his policy in respect of health and safety of workers at work.

(2) All factories employing less than 50 workers, provided that they are not covered under the First Schedule under section 2 (za) or carrying on processes or operations declared to be dangerous under section 82 of the Code.

(3) Notwithstanding anything contained in sub-rule (2), the Chief Inspector-cum-Facilitator may require the occupiers of any of the factories class or description of factories to comply with the requirements of sub-rule (1), if, in his opinion, it is expedient to do so.

(4) The Health and Safety Policy should contain or deal with:
   a) declared intention and commitment of the top management to health, safety and environment and compliance with all the relevant statutory requirements;
   b) organizational setup to carry out the declared policy clearly as signing the responsibility at different levels; and
   c) arrangements for making the policy effective.

(5) In particular, the Policy should specify the following:
   a) arrangements for involving the workers;
   b) intention of taking into account the health and safety performance of individuals at different levels while considering their career advancement;
   c) fixing the responsibility of the contractors, sub-contractors, transporters and other agencies entering the premises;
   d) providing a resume of health and safety performance of the factory in its Annual Report;
   e) relevant techniques and methods, such as safety audits and risk assessment for periodical assessment of the status on health, safety and environment and taking all the remedial measures;
   f) stating its intentions to integrate health and safety, in all decisions including those dealing with purchase of plant, equipment, machinery and material as well as selection and placement of personnel;
   g) arrangements for informing, educating and training and re-training its own employees at different levels and the public, wherever required.

(6) A copy of the declared Health and Safety Policy signed by the occupier shall be made available to the Inspector-cum- Facilitator having jurisdiction over the factory and to the Chief Inspector-cum-Facilitator.

(7) 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.

(8) The occupier shall revise the Health and 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 substance.

88. Information on Industrial wastes.-

(1) The information furnished under section 84(3) of the Code 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 waste, 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, cycloneseparators, electrostatic precipitators, or similar arrangements made for controlling pollution of the environment.
(3) Every occupier shall, with the approval of the Chief Inspector-cum-Facilitator, draw up an on-site emergency plan and detailed disaster control measures for his factory as per prescribed and make known to the workers employed therein and to the general public living in the vicinity of the factory the safety measures required to be taken in the event of an accident taking place.
(4) The occupier of every factory involving a hazardous process shall furnish in writing to the Inspector-cum-Facilitator and Chief Inspector-cum-Facilitator a copy of all information furnished to the workers. A copy of compilation of Material Safety Data Sheets in respect of Hazardous substances used, produced, or stored in the factory shall be furnished to the Chief Inspector-cum-Facilitator and Inspector-cum-Facilitator.
(5) The measures for safe handling, usage, transportation, and storage of Hazardous Substances inside the factory premises and its disposal shall be prepared by the Occupier with the previous approval of Chief Inspector-cum-Facilitator. It shall be displayed inside the factory premises and at the entrance of the factory for the awareness of workers as well as the general public.

89. Review of the information furnished to workers etc.

(1) The occupier shall review in every calendar year and modify if necessary, the information furnished under rules to the workers, and to the Chief Inspector-cum-Facilitator.
(2) In the event of any change in the process or operations 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.

90. Confidentiality of information. -

(1) The occupier of a factory carrying on 'hazardous process' shall disclose all information needed for protecting safety and health of the workers and the general public in the neighborhood to-
    a) His workers;
    b) Inspector-cum-Facilitator of Factories and
    c) Chief Inspector-cum-Facilitator.
(2) If the occupier is of the opinion that the disclosure of details regarding the process and formulations will adversely affect his business interest, he/she may make a representation to the Chief Inspector-cum-Facilitator stating the reasons for withholding such information. The Chief Inspector-cum-Facilitator shall give an opportunity to the occupier of being heard and pass an order on the representation.

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

91. Medical Examination under of section 85.-

(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, namely, -
   a) Once before employment, to ascertain the physical fitness of theperson to do the particular job;
   b) Once in a period of six 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 worker;
   c) The details of pre-employment and periodical medical examinations carried out as aforesaid shall be recorded in the Health Register in Form -V.

(2) No person shall be employed in a hazardous process for the first time without a Certificate of Fitness in Form-VI 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-cum-Facilitator who shall refer the matter to the Medical Officer whose opinion shall be final in this regard. If the Inspector-cum-Facilitator is also a Medical Officer, he may dispose of the application himself.

(3) Any findings of the Factory Medical Officer revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the Medical Officer who shall, in turn, examine the concerned worker and communicate his findings to the occupier within thirty days. If the Medical Officer is of the opinion that the worker so examined is required to be taken away from the process for health protection, he will direct the occupier accordingly, who shall not employ the said worker in the same process. However, the worker so taken away shall be provided with alternate placement unless he/she is, in the opinion of the Medical Officer, fully incapacitated, in which case the worker affected shall be suitably rehabilitated.

(4) A Medical Officer on his own motion or on a reference from an Inspector may conduct a medical examination of a worker to ascertain the suitability of his employment in a hazardous process or for ascertaining his health status. The opinion of the Medical Officer in such a case shall be final. The fee required for this medical examination shall be as prescribed, and it shall be paid by the Occupier through online mode.

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

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

92. 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, namely,-
   a) For factories employing up to fifty workers-
      i. the services of a Factory Medical Officer on retainer-ship basis, in his clinic to be notified by the occupier. He will carry out the pre-employment and periodical medical

examination as stipulated in rules and render medical assistance during 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 fifty one to two hundred workers-
i. An Occupational Health Centre having a room with a minimum floor area of fifteen square metre with floors and walls made of smooth and impervious surface and with adequate illumination and ventilation as well as equipment;
ii. a part-time Factory Medical Officer shall be in overall charge of the Centre who shall visit the factory at least twice a week and whose services shall be readily available during medical emergencies;
iii. One qualified and trained Pharmacist on duty throughout the working period;
iv. a fully equipped first aid box in all the departments.

c) For factories employing above two hundred workers-
(i) one full-time Factory Medical Officer for factories employing up to 500 workers and one more Medical Officer for every additional one thousand workers or part thereof;
(ii) an Occupational Health Centre having at least two rooms each with a minimum floor area of 15 sq. meters with floors and walls made of 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, Pharmacist, 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 qualifications included in Schedules to the Indian Medical Degree Act of 1916 or in the Schedules 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-
(a) a person possessing a Diploma in Industrial Health or equivalent shall not be required to possess the certificate of training as aforesaid;
(b) the Chief Inspector-cum-Facilitator may, subject to such conditions as he/she 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;
(c) 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-cum-Facilitator may, subject to the condition that the said person shall obtain the aforesaid certificate of training 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 Director General of Factory Advice Service and Labour Institutes or the State Government in accordance with the guidelines issued by the Director General of Factory Advice Service and Labour Institutes.

(4) Within one month of the appointment of a Factory Medical Officer, the occupier of the Factory shall furnish to the Chief Inspector-cum-Facilitator the following particulars -
(a) name and address of the Factory Medical Officer,
(b) qualification;
(c) experience, if any; and
(d) the rules under which appointed.

(5) The following equipment shall be provided for the occupational health centre in factories-

i. A glazed sink with hot and cold water always available.
ii. A table with a smooth top at least 180cm X 105cm.
iii. Means for sterilizing instruments.
iv. A couch.
v. Two buckets or containers with close-fitting lids.
vi. A kettle and spirit stove or other suitable means of boiling water.
vii. One bottle of spirits ammoniac aromaticus (120ml).
viii. Two medium-size sponges.
ix. Two 'kidney' trays.
x. Four cakes of toilet, preferably antiseptic soap.
xi. Two glass tumblers and two wine glasses.
xii. Two clinical thermometers.
xiii. Two tea spoons.
xiv. Two graduated(120ml) measuring glasses.
xv. One wash bottle(1000cc) for washing eyes.
xvi. One bottle(one liter) carbolic lotion 1 in 20.
xvii. Three chairs.
xviii. One screen.
xix. One electric hand torch.
xx. An adequate supply of tetanus toxoid.
xxi. Coramine liquid (60ml).
xxii. Tablets-antihistaminic, antispasmodic.(25each).
xxiii. Syringes with needles-2cc, 5cc and 10cc.
xxiv. Two needle holders, big and small.
xxv. Suturing needles and materials.
xxvi. One dissecting forceps.
xxvii. One dressing forceps.
xxviii. One scalpel.
xxix. One stethoscope.
xxx. Rubber bandage-pressure bandage.
xxxi. Oxygen cylinder with necessary attachments.
xxxii. One Blood Pressure apparatus.
xxxiii. One Patellar Hammer.
xxxiv. One peak-flow meter for lung function measurement.
xxxv. One stomach wash set.
xxxvi. Any other equipment recommended by the Factory Medical Officer according to specific need relating to manufacturing process.

(b) In addition-

(A) 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) Injections-morphine,pethidine, atropine, adrenaline,coramine, novocan(2each)
(vi) One surgical scissors.

(B) 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 X12mm.
(iv) Two pairs artery forceps.
(v) Injections-morphine, pethidine, stropine, adrenaline, cerramine, novocan(4 each).
(vi) Two surgical scissors.

93. Ambulance Van.-

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

Provided that a factory employing less than 200 workers, may make arrangements for procuring such facility at short notice from a nearby hospital or other places, to meet any emergency.

(2) The Ambulance should have the following equipment:

(a) General

A wheeled stretcher with folding and adjusting devices; with the head of the stretcher capable of being tilted upward; Fixed suction unit with equipment; Fixed oxygen supply with equipment; Pillow with case; Sheets; Blankets; Towels; Emesis bag; Bedpan; Urinal; Glass

(b) Safety Equipment

Flares with life of 30 minutes; - Floodlights; Flashlights; - Fire extinguisher dry powder type; Insulated gauntlets

(c) Emergency Care Equipment

i. Resuscitation;

Portable suction unit; Portable oxygen units; Bag-valve-mask, hand-operated artificial ventilation unit; Airways; Mouth gags: Tracheotomy adaptors; Short spineboard I.V. Fluids with administration unit; B.P. Manometer; Stethoscope.

ii. Immobilization

Long and short padded boards; Wire ladder splints; Triangular bandage; - Long and short spine boards.

iii. Dressings

Gauze pads-100mm X 100mm; - Universal dressing 250mm X 900mm Roll of aluminum foils; Soft roller bandages 150mm X 900mm Adhesive tapein 75mm roll; Safety pins; Bandage sheets; Burn Sheet.

iv. Poisoning

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

v. Emergency medicines as per requirements (under the advice of Medical Officer only.)

94. Decontamination facilities.-

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

a) fully equipped first aid box;
b) readily accessible means of water for washing by workers as well as for drenching the clothing of

workers who have been contaminated with hazardous and corrosive substance; and such means shall be as per the scale shown in the table below :-

TABLE

No. of persons employed at any time	No. of drenching showers
(i) Upto 50 workers	2
(ii) Between 51 to 200 workers	2+1 for every additional 50 or part thereof
(iii) Between 201 to 500 workers	5+1 for every additional 100 or part thereof
(iv) 501 workers and above	8+1 for every additional 200 or part thereof

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

95. Making available Health Records to workers.-

(1) The occupier of every factory carrying out a 'hazardous process' shall make accessible the health records including the record of worker's exposure to hazardous process or, as the case may be, the medical records of any worker for his perusal under the following conditions: -

a) Once in every six months or immediately after the medical examination which ever is earlier;

b) If the Factory Medical Officer or the Medical Officer as the case may be, is of the opinion that the worker has manifest designs and symptoms of any notifiable disease as specified in the Third Schedule of the Code;

c) If the worker leaves the employment;

d) If any one of the following authorities so direct-

i) the Chief Inspector-cum-Facilitator of Factories;

ii) the Health Authority of the Central or State Government; Commissioner of Workmen's Compensation;

iii) the Director General, Employee's State Insurance Corporation;

iv) the Director, Employees State Insurance Corporation (Medical Benefits); and

v) the Director General of Occupational Safety and Health (DGOSH).

(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 and other medical diagnostic reports may also be made available for reference to his medical practitioner.

96. Qualifications of Supervisors.-

(1) All persons who are required to supervise the handling of hazardous substances shall possess the following qualifications and experience:

a) A degree in Chemistry or Diploma in Chemical Engineering or Technology with 5 years experience; or

b) A Master's Degree in Chemistry or a Degree in Chemical Engineering or Technology with 2 years experience.

The experience stipulated above shall be in process operation and maintenance in the Chemical Industry.

c) The Chief Inspector–cum-Facilitator shall require the supervisor to undergo training in Health and Safety.

(2) The syllabus and duration of the above training and the organizations conducting the training shall be approved by the Director General Occupational Safety Health or the State Government in accordance withthe guidelines issued by the Director General Occupational Safety Health.

(3) For the purpose of compliance with the requirements of sub-section (1), (4), and (7) of Section 84 or 85 of the Code, the Chief Inspector-cum-Facilitator may, if deemed necessary, issue guidelines from time to time to the occupiers of factories carrying on 'hazardous process'. Such guidelines may be based on National Standards, Codes of Practice, or recommendations of International Bodies such as International Labour Organisation and World Health Organisation.

97. Permissible Levels of exposure of Chemical Substances.-

Permissible levels of exposure of Chemical Substances in manufacturing process in a factory shall be as per the Appendix-C of part B of the schedules.

98. Appeal. -

(1) An appeal under section 90 of the Code shall be preferred to the Chief Inspector-cum-Facilitator, 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 along with prescribed fee notified by the State Government from time to time.

99. Persons who hold position of supervision or management or are engaged in confidential position in a factory under sub-section (1) of section 91 of the Code. -

(1) The following persons shall be deemed to hold positions of supervision or management, namely:-
   i. Managing Director, President, Chief Executive Officer, Vice President or General Employer
   ii. Employers
   iii. Departmental Heads and Assistants
   iv. Engineer
   v. Supervisor or Foremen
   vi. Labour or welfare Officers
   vii. Security Officers
   viii. Safety Officers

(2) Persons defined to holdconfidential position.
   i. Timekeepers employed in a confidential position in a factory
   ii. Confidential Assistants/Personal Secretary of Employers or Managing Directors of factories;
   iii. Staff maintaining personal files/Service Registers

(3) Any other person, so declared as holding positions of supervision or management or holding a confidential position in the Factory in writing, by Chief Inspector-cum-Facilitator;

(4) A list showing the names and designations of all persons to whom the provisions of sub-section(1) of section 91 of the Code have been applied, shall be maintained in every factory.

CHAPTER - XIII PLANTATION WORKERS

100. Housing Accommodation for Workers.-

Every employer shall provide to every worker and his family residing in a plantation, housing accommodation as near as possible to the place of work.

101. Standards and Specifications of Housing Accommodation. -

All housing accommodation for workers in a plantation shall conform to such standards and specification as may be approved by the State Government on the recommendation of the Advisory Board constituted under section 17 of the Code provided that existing building substantially conforming to the later specifications may be accepted.

102. Sites for Housing Accommodation.-

(1) The housing accommodation shall be provided on dry well-drained land which, taking into consideration of the requirements regarding distance from the plantation, has supplies of wholesome drinking water within a reasonable distance. In Malarial tracts, the houses shall be provided at a safe distance from the swamps and marshes and above the highest flood level

(2) Adequate electric lighting shall be provided by employer in the houses provided for the workers and also in and around the area in which housing accommodation is provided.

(3) The employer shall maintain in good condition approach roads and paths to the area where houses are located as also where sewers and drains in that area.

(4) The employer shall not deny to public free access to those parts of the plantation where the workers are housed.

(5) The employer shall cause the vicinity of all houses to be kept clear of refuse and excreta and their latrine and drains to be cleaned out daily and all refuse in or near them to be collected, removed and disposed of hygienically.

103. Housing Scheme.-

Within six months after standards and specifications are approved by the Government, every employer shall submit to the Chief Inspector cum Facilitator of plantations for approval a scheme in regard to the provision by him of housing accommodation for worker. The scheme shall provide for the following matters; namely. -

(1) Specification of the period during which housing accommodation is proposed to be provided in respect of all resident workers in plantations, such period being not later than the period as may be specified by the Advisory Board under rule 101.

(2) The type design which is proposed to be adopted for the construction of houses, such design being in conformity with the standards and specifications as may be approved by the State Government under rule 101 and 102.

(3) Plan and site plan, in duplicate of the building to be constructed or remodeled for use as workers' houses.

104. Construction of houses in accordance with scheme and report in relation there to.-

All houses shall be built in accordance with the scheme as approved in writing by the Chief Inspector of Plantations. With aview to showing the progress made in providing houses according to the approved scheme, every employer shall submit to the Chief Inspector of plantations a report in Form -XXXII on the 31st January every year.

105. Maintenance of houses.-

(1) The employer shall at his own expenses, execute such repairs to the houses as may be required from time to time and maintain the houses in fit and safe condition for occupation.

(2) A worker occupying a house may, and an inspector cum facilitator appointed under the Code shall, bring to the notice of the employer any defect in the condition of a house which makes it dangerous to the health and safety of the worker. Where an inspector cum facilitator so brings any such defects to notice, it shall be the duty of the employer to rectify them with the least possible delay.

(3) The employer shall get all the houses, doors, windows, and other wooden structures painted or varnished once in three years. The dates on which painting or varnish was last carried out shall be painted or stenciled at a convenient spot on each building.

106. Accommodation to be rent-free.-

No rent shall be charged by an employer for the housing accommodation provided to workers and their families residing in his plantation.

107. Allotment and occupation of Houses.-

(1) Houses shall be allotted on the basis of one house for a worker having a family for the use of the worker and his family:

Provided that if there are two or more workers in a family, only one house shall be allotted in respect of any such family in the name of any worker in the family:

Provided further that in the case of termination of services of a workers in whose name a house is allotted under the preceding proviso, the house shall be allotted in the name of any other member of his family who is worker

(2) The employer may allot houses to workers not having families at the rate of one house for not more than four such workers

(3) The occupant of houses shall not make any unauthorized additions to or alterations in the house.

(4) The occupant shall not exchange the house with the occupant of another house except with the written permission of the employer.

(5) The occupant shall not let the house or any portion thereof to any person.

(6) All workers and members of their families occupying the house shall use the latrines provided and shall not pollute the soil and shall keep the houses and the precincts thereof clean and tidy and shall not waste drinking water.

(7) No cattle or goats shall be kept in the living rooms or verandahs and no window or air space shall be blocked up.

(8) The employer shall bring to the notice of each worker to whom housing accommodation has been provided, the conditions governing the occupation of such accommodation in writing in a language which the latter can understand.

108. Occupation of accommodation after termination oremployment.-

(1) When a worker dies in the service of the employer or retires or goes on transfer, or resign or goes on leave or when his services are terminated, he or his family, as the case may be, may retain the house upto the periods as detailed below:

(a) In the case of death - a period not exceeding three months, and in the case of transfer or termination of service, a period not exceeding two months;

(b) in the case of retirement or resignation- a period not exceeding one month;

(c) in the case of leave for the period of leave and;

(d) in the case where the discharge or dismissal or a worker result in an industrial dispute for so long as the case is not finally disposed of.

(2) If the competent authority is satisfied that a worker or any member of his family refuses to vacate the house allotted to such worker after the expiry of the period specified in sub-rule (1), he may, notwithstanding any other law for the time-being in force, by notice served:

(a) by post or,

(b) by affixing a copy of it on the outer door or some other conspicuous part of such house or,

(c) in such other manner as may be prescribed, require that such worker or a member of his

family or any other person who may be in occupation of the whole or any part of the house to vacate it within one month of the date of service of such notice.

(3) In the event the failure of the worker or any other person who is in occupation of the house to comply with the notice under sub-rule (2), the competent authority may make written requisition to the officer not below the rank of a revenue division officer having jurisdiction over the area to evict such worker, member or other person from the house.

(4) On receipt of requisition under sub-rule (3), the officer specified in sub-rule (3) shall by order evict such worker, member or other person from and take possession of the house and shall for that purpose, use such force as may be necessary:

Provided that before taking such possession a copy of the order of eviction shall be served on the worker or a member of the family or any other person in occupation of the said house.

Explanation:- For the purpose of this rule "competent authority" means such person or authority as maybe notified by the State Government in this behalf.

109. Facilities for Harvesting standing Crops of Termination of Employment.-

(1) In the case of termination of his employment, a worker shall, where possible, be given reasonable facilities to harvest the standing crops in his garden plot.

(2) In the case of any employer wanting to take over for the estate use any plot of land that is being cultivated by the workers, the workers shall be given reasonable facilities to harvest the standing crops in their garden plots or be paid reasonable compensation in lieu thereof.

110. Drinking Water.-

(1) An adequate supply of wholesome drinking water shall be made available in every plantation at places convenient to the workers.

(2) The water provided for drinking shall be supplied from any convenient source approved by the Chief Inspector cum Facilitator.

(3) If drinking water is not supplied from taps connected with the public water supply system, it shall be kept in suitable vessels and refilled at least daily. All practicable steps shall be taken to preserve the water and vessels from contamination and to keep the vessels scrupulously clean.

111. Cleanliness of well or Reservoir.-

(1) Drinking water shall not be supplied from any open well or reservoir unless it is so constructed, situated, protected and maintained as to be free from the possibility of contamination by chemical or bacterial or extraneous impurities.

(2) Where drinking water is supplied from such well or reservoir thewater in it shall be sterilized periodically as required by the Inspector cum facilitator by written order, and the date on which sterilizing is carried out shall be recorded:

Provided that his requirement shall not apply to any such well or reservoir if the water there is filtered and treated before it is supplied for consumption.

112. Report from the Health Officer.-

The Inspector cum facilitator may, by order in writing, direct the employer to obtain, at such time or at such intervals as he may direct, a report from the Health Officer or the Certifying Surgeon, if the former is not available, as to the fitness for human consumption of the water supplied to worker, and in every case to submit to the inspector cum facilitator a copy of such report as soon as it is received from the Health Officer.

113. Latrine Accommodation.-

(1) (a) Latrine accommodation shall be provided in every plantation on the scale of one latrine for every fifty acres of the area under cultivation or part thereof. Provided that there shall be at least one latrine each for either sex.

(b) The latrines shall be conveniently situated and shall have exclusive access for either sex.

(2) Latrine to conform to public Health requirements. - The latrines should conform to public health requirements and latrines other than those connected with an efficient water-borne sewage system, shall comply with the requirements of the public Health Authorities.

(3) Every Latrines shall be under cover and so partitions off as to secure privacy and shall have proper door and fastenings.

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

(5) Where piped water supply is available, sufficient number of water taps, conveniently accessible shall be provided in or near such latrine accommodation. If piped water supply is not available, sufficient quantity of water shall be kept stored in suitable receptacles near the latrines.

114. Construction and Maintenance of Drains.-

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

Provided that, where there is not 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.

MEDICAL FACILITIES

115. Types of Hospitals.-

There shall be two types of hospitals in plantations, namely, garden Hospitals and group Hospitals.

(1) Garden Hospital will deal with out-patients, in-patients not requiring any elaborate diagnosis and treatment, infectious cases, midwifery, simple pre-natal and post-natal care, care of infants and children and periodical inspection of workers.

(2) Group Hospitals shall be capable of dealing efficiently with all types of cases normally encountered but shall not be used for routine treatment. Admission to the Group Hospital shall only be on the recommendation of the Garden Hospital Doctors except in the case of emergency.

Provided that Group Hospitals may serve as Garden Hospitals for the plantations in which they are situated if there are no separate Garden Hospitals in these plantations.

116. Garden Hospital.-

(1) Subject to the provisions of sub-rules (2) and (3) every employer shall, either

(a) Provide a Garden Hospital in his plantation according to the standards laid down in these rules; or

(b) Have a lien on beds in such Hospitals in a neighboring plantation or other hospital to the scale of 15 bedsper 1,000 workers as may be approved by the Chief Inspector cum facilitator:

Provided that in the case of lien on hospital beds outside the plantation, a plantation or group of plantations shall provide a dispensary with upto five detention bed under the immediate

care and supervision of a qualified medical practitioner assisted by at least a full-time trained nurse and such other staff as the Chief Inspector cum facilitator, may consider necessary with corresponding reduction in the number of beds on which the plantations or group of plantations shall have a lien.

(2) A Plantation employing one thousand or more workers shall run its own garden Hospital while plantations employing less than, one thousand workers which are situated within reasonable distances from one another may, with the approval of the Chief Inspector cum facilitator, combine and provide joint hospitals and share their expenses, For this purpose, the plantations concerned shall submit to the Chief Inspector-cum-facilitator, particulars of scale of staff proposed to be employed, the equipments proposed to be provided, the location of joint hospital, areas of plantations served, the distances of plantations from one another, the number of workers employed and all other relevant information:

Provided that in thecase of combined hospitals plantations employing more than two hundred but less than 1,000 workers shall, run their own dispensary referred to in sub-rule(1).

(3) In plantations where the number of workers employed is less than two hundred, a first aid box or a cupboard equipped with such contents as may be prescribed by the Chief Inspector cum facilitator shall be provided under the supervision and care of a person trained in First-aid treatment, whose service shall be readily available during all hours. The employer shall also provide free medical aid to the workers and their families by arrangement with the nearest available hospitals/dispensaries similar to the facilities available to the other plantations workers.

(4) Notwithstanding anything contained in sub-rules (1) to (3) plantations, employing two hundred or fewer workers so situated as not to be within a distance of 8 k.m. from the reach of a hospital/ dispensary shall have, subject to the approval of the Chief Inspector cum facilitator, a dispensary with a minimum of one detention bed if the number of workers employed is between 15 and 100 and one more bed if the number of workers exceed one hundred under the immediate care of a full-time qualified compounder but supervised and visited thrice a week by the nearest Medical Officer.

(5) Each Garden Hospital shall be under aqualified medical practitioner assisted by aqualified compounder, one trained nurse, trained midwife, and a helper (nursing orderly). If a higher trained nurse is available, additional midwives shall not be necessary. The services of the staff shall be readily available during all hours:

Provided that in the case of doctors, compounders, nurses, and midwives employed in plantations at the commencement of these rules who are not qualified, government may grant exemption from possessing the qualifications prescribed for them on the recommendation of the Chief Inspector cum Facilitator in consultation with the District Medical Officers concerned.

(6) Additional Medical and auxiliary personnel shall be appointed according to the following scales:-

Qualified medical Practitioners	- I For every additional 2000 workers
Compounder	- I For every additional 1750 workers
Trained nurse	- I For every additional 1750 workers
Trained midwife	- I For every additional 1750 workers
Helper(nursing orderly)(male or female)	- I For every additional 700 workers Where

more than one medical practitioner are appointed at least one shall be a lady doctor.

(7) (a) A minimum of 15 beds shall be provided in every garden hospital per 1000 workers served and each bed shall be allowed at least 6 m2 of floor space.

(b) Every hospital shall be of sound permanent construction with impermeable washable walls to a height of at least 1.5 m on the inside with proper water supply and efficient sanitary arrangements.

(c) Every hospital shall have pure piped water supply and the wards, consulting room, operation theatre, and dispensary shall each have a water point over a suitable glazed sink.

(d) the following departments shall be provided: -
  (i) General ward for males:
  (ii) General ward for females:
  (iii) Separate labour room and family planning Centre:
  (iv) Infectious ward with separate sanitary arrangements and Oxygen supply:
  (v) Outpatient department with sufficient waiting space for patients to wait undercover preferably situated in a separate block from general wards:
  (vi) Minor operation and dressing room;
  (vii) Dispensary and drugstores;
  (viii) Consulting rooms so arranged that patients can be examined in privacy:
  (ix) General Stores: and
  (x) Kitchen for cooking.

(e) In every hospital, free transport facilities shall be provided for carrying patients to and from Group Hospitals.

117. Group Hospitals .-

(1) In order to provide in – patient treatments which are not available in the Garden Hospital the planters should join together through trust or other institutional device and provide joint Group Hospital sharing the expenses proportionate to the number of workers or they should make arrangements, with the nearest Group Hospital where such facilities exist.

(2) Plans for the establishment of Group Hospital containing details as regard their location and size, areas of plantations served, the number of workers employed thereon etc. shall be approved by the State Government.

(3) Every Group Hospital shall have a minimum of 100 beds and there shall be at least 3 beds per 700 workers, every bed having 6 m2 of floor space.

Provided that the State Government may fix a lesser number of beds to be provided in a Group Hospital and exempt a group of plantations from providing a Group Hospital if it is satisfied that adequate alternative arrangements exist for the treatment of patients intended to be treated at a Group Hospital:

(4) The hospital shall bebuilt according to such specifications as may be approved by the State Government.

(5) There shall be provisions for supply of pure piped water, electricity, the modern methods of sanitation and water flushed closets. Each ward, labour room, surgical dressing room, consulting room and dispensary shall have a water pointover a suitable glazed sink:

Provided that with the approval of the State Government or an officer authorized by them, suitable alternative arrangements which are no less beneficial than that have been envisaged may be made in regard to supply of pure water, electricity and modern methods of sanitation.

(6) Each hospital shall have provision for – Operation theatre, X-ray, CT Scan, MRI Scan and all other modern diagnostic equipments, Physiotherapy, Labour rooms, Facility for treatment for V.D., T.B. and Dental disease, consulting and examination room, Clinical laboratory of satisfactory standard, Office room and Stores for linen as well as medicine, Lavatory and bath rooms, and Kitchen (fly proofed). The out-patient block consisting of examination room, office etc., should preferably be at some distance from the wards. Separate wards shall be provided formales, females, maternity cases, and small isolated wards for infectious diseases:

Provided that X-ray, CT Scan, MRI Scan, Physiotherapy blocks may not be provided if satisfactory arrangements are made by employers to provide these facilities with some hospital approved by the Chief Inspector.

(7) If the facility mentioned in sub rule (6) is not available in the Group Hospital the employer shall reimburse the actual cost of the facility incurred to the worker for availing such facility in any other hospital.

(8) Every Group Hospital shall have such medical and other staff as may be specified by the State Government from time to time. All medical officers in a Group Hospital shall be qualified medical practitioners.

(9) A properly equipped ambulance shall be maintained in every Group Hospital for the use of seriously ill patients free of charge. Where, however, the maintenance of an ambulance is too costly for a Group Hospital, such Group Hospital shall make free suitable transport arrangements for the transport of seriously ill patients.

118. Equipments and Drugs.-

(1) Every Dispensary, Garden Hospital, and Group Hospital shall maintain such equipment and drugs as may be specified by the State Government.

(2) The District Medical Officers concerned or a medical officer not below the rank of an assistant surgeon nominated by the District Medical Officers shall visit the Dispensaries, Garden Hospital, and Group Hospital at least once in a year to see whether they are sufficiently equipped and stocked with drugs and send a report to the management and Chief Inspector.

119. Medical records .-

The Medical Officer in-charge of each dispensary, Garden Hospital or Group hospital shall

(a) maintain such registers, books, accounts and medical records in respect of every patients as may be prescribed by the State Government; and

(b) comply with such regulations as may be made by the State Government in respect of medical stores.

120. Standard of Medical facilities .-

(a) Out-patient treatment – The out-patient treatment shall include:-
   (i) Detention for observation and treatment
   (ii) Preventive treatment such as vaccination and inoculation;
   (iii) Free provisions of all drugs, including those needed for injections and dressings, and appliances that may be considered necessary;
   (iv) Anti-natal, natal, and post-natal advice;
   (v) Provision of certificates, free of cost, in respect of maternity and sickness benefits claims under the Code.

(b) In-patient treatments: - The hospital treatment shall include maintenance, food and medicine including treatment at confinement:

Provided that the facilities mentioned in these rules shall be free of cost to the workers and their families and shall be paid for by the plantations:

Provided further that the charges for the food supplied may be levied and be paid for by the workers concerned in accordance with the existing Government Orders.

121. Failure to provide and maintain medical facilities as required in these rule.-

(1) If any employer does not provide and maintain medical facilities as required in these Rules to the satisfaction of the Inspector cum Facilitator or Chief Inspector cum facilitator, the latter shall, at the expense of the defaulting employer, cause to be provided and maintained such facilities in the nearest garden hospital or Dispensary or in the District or other similar hospitals. The defaulting employer shall be liable to pay the cost of such medical facilities including charges, if any, in respect of –

(a) a medical officer's visit to the plantation for the purpose of attendance onany sick worker or workers:

(b) the maintenance of sick workers in a hospital or dispensary for each day; and

(c) transport to and fro provided to the sick workers;

(2) Where medical facilities are not provided by any employer the State Government may also arrange for such medical facilities as they deem necessary and recover such contributions from the employer as the State Government may specify in this behalf.

122. Recovery of sum due under Rule 121.-

When any sum of money is due from any employer under Rule 94 the inspector cum facilitator or Chief Inspector cum facilitator shall give him a notice in writing requiring the payment of the amount to the District collector concerned who may recover the same as arrears of land revenue

123. Medical advisory board.-

The State Government may by notification in the official gazette constitute a medical advisory board for consultation in matter regarding and connected with the provisions of medical facilities in plantation. The constitution and procedures relating to meeting also may be notified.

124. Canteens .-

In or near every plantation wherein one hundred and fifty or more workers are ordinarily employed, the employer shall arrange directly or otherwise, provide and maintain canteens with the facilities for sale of tea, coffee, and snacks to the workers.

125. Prices to be charged .-

(1) tea, coffee and snacks served in every canteen shall be sold on a no profit basis.

(2) The prices of all items served in the canteen shall be conspicuously displayed in every canteen.

126. Creches.-

(1) The creche required to be provided and maintained under section 92 of the Code shall be in accordance with the standards laid down in the rule.

(2) Every creche shall be conveniently accessible to the mothers of the children accommodated therein.

(3) There shall be not less than 1.5 sq.m. of floor area for each child to be accommodated in a creche.

(4) The building in which the creche is situated shall be of sound construction with a good plinth.

(5) The plan of creche building shall be in accordance with the standard plan, or with other plans approved by the Chief Inspector.

(6) The creche shall be furnished with suitable furniture and a cradle for each child below the age of two.

(7) A suitably fenced and shady open-air playground shall be provided for the elder children.

(8) The employer shall appoint:

(i) A woman to be in charge of each creche. Such woman shall have the training approved by the State Government. There shall be one woman for every thirty children.
(ii) Such other staff on a scale approved by the State Government.

127. Wash Room.-

(1) There shall be in or adjoining the creche a suitable washroom for the washing of the children and their clothes.
(2) There shall be provided a latrine for the use of the children in the creche.

128. Supply of Milk and Refreshment.-

At least half a pint of clean pure milk, if possible, otherwise powdered milk approved by the certifying Surgeon, shall be made available [free of cost] for each child on every day. It is accommodated in the creche, and the mother of such child shall be allowed in the course of her daily work, two intervals of sufficient time to visit the creche and feed the child. For children above two years of age, there shall be provided in addition an adequate supply of wholesome refreshment free of cost.

Note.- For the purpose of this rule, the wholesome refreshment shall consist of 100 gms. of fruit (Plantain, orange, Papaya or mango) and a porridge having the following ingredients, at the rate shown against each, per child.

1. Wheat raw or Ragi flour–50gms
2. Milk –10ml
3. Groundnuts(roasted)–15gms
4. Sugar/Jaggery–25gms.

The Wheat raw or Ragi flour may be cooked in sufficient quantity of water till it become soft and semi solid. The Rawa may be roasted slightly before cooking. Add milk and broken groundnuts (roasted) and boil thick. Sugar or jaggery may be added and removed from fire.

129. Supply of clothes, soap and oil.-

(1) The creche attendants shall be provided (free of cost) with four sets of clean clothes per year for use while on duty in the creche.
(2) An adequate supply of clean clothes, soap and oil shall be made available [free of cost] for each child while it is in the creche.

130. Recreation Facilities.-

Every employer shall provide and maintain–

(1) A recreation centre or centres for workers with provisions for indoor games suitable for adult and child workers;
(2) Where adequate flat open space is available within a reasonable distance, a playground or playgrounds for adult and child workers with necessary sports equipment for outdoor games shall be provided.

Provided that a group of employers may, with the approval of the Chief Inspector, provide and maintain joint recreation centres and playgrounds and share their expenses.

(3) Every recreation center to be provided and maintained shall be conveniently situated as near as possible to the worker's quarters.

131. Educational Facilities for Workers' Children.-

Every employer shall, if the number of workers' children between the age of six and twelve in his plantation exceeds twenty-five, provide and maintain a primary school or school for imparting primary education to the children:

Provided that an employer may not provide and maintain a primary school if there is one under the direct management of the State Government or of any local body for imparting free education to the children up to the primary or higher standard, and within a distance of 3.5 km from the place where workers reside in his plantation, or if under any other law he is required to pay a cess or tax for primary education:

Provided further that schools started with less than fifty children may be considered for recognition by the Education Department, on the condition that the entire expenses, including the salaries of teachers, shall be met by the employers, and financial aid from the Education Department under the State Government may be considered on merits, under the provisions of the Mizoram Education Act, 2003, if and when the number of pupils in the institution exceeds fifty:
Provided further that, subject to the provisions of sub-rule (1) of rule 105, a group of employers may jointly provide and maintain a primary school and share its expenses.

132. School.-

(1) Every school to be provided and maintained under rule 131 shall be conveniently situated and within a distance of 3.5 km from the quarters of workers.
(2) No school opened without the previous sanction of the Education Department shall be recognized. Provided that in the case of any school maintained in any plantation at the commencement of these rules, the Education Department, subject to such conditions as may be specified, grant recognition.
(3) The school shall be under the administrative control of the Education Department.
(4) Every school shall be under the management of one body of persons approved by the Education Department.
(5) The school shall be conducted in conformity with the conditions of the education Code.
(6) A school should have a minimum site of 50 cents of land approved by the Education Department and a building of 100'×18' constructed in accordance with the standard plan or plans approved by the Education Department:

Provided that where there is no standard plan or where it is proposed to deviate from a standard plan, the approval of the Education Department to the plan of the school building shall be obtained.

(7) Where adequate space is available, an open-air playground with suitable accessories shall also be provided for the children attending the school.
(8) There shall be provided for every such educational and other equipment as may be considered necessary by the Education Department or such other authority appointed by the Education Department.
(9) No person shall be permitted to teach in a school unless he has the required qualifications as per education code rules and holds a licence granted by the Education Department: Provided that in the case of any person who is working as a school teacher in a plantation at the commencement of these rules, the Education Department such other authority as may be appointed by the Education Department may, subject to such conditions specified, relax any of the qualifications.
(10) The curriculum, duration, standard, and syllabus of the course of instruction to be imparted in the primary school shall be such as maybe prescribed by the Education Department.
(11) No fees shall be charged from the children of workers attending the primary school.

133. Failure to Provide and Maintain Certain Facilities. -

(1) If in any plantation the employer does not provide and maintain all or any of the facilities and

amenities required to be provided under rules 100, 101, 102, 103, 104, 106, 107, 118 to 124, and 126, the Chief Inspector cum Facilitator shall issue a notice to the employer requiring him to provide the facilities and amenities within 30 days of the receipt of the notice. If no satisfactory reply is received within the time specified or the required facilities or amenities are not provided, he may require the Chief Engineer, Public Works Department, to provide facilities and amenities and to construct the building(s) for the purpose in conformity with the provisions contained in the said rules at Government cost and send a certificate of the cost incurred there for to the Chief Inspector cum Facilitator.

(2) The Chief Inspector cum Facilitator shall arrange to provide other facilities and amenities required to be provided under the said Rules at Government cost.

(3) After estimating the total cost incurred under sub-rule (1 & 2), the Chief Inspector cum Facilitator shall require the employer in writing to remit the amount so estimated within a month, failing which the Chief Inspector cum Facilitator shall issue a certificate for the amount to the District Collector concerned who may recover the amount as arrear of land revenue.

(4) The recurring expenditure, if any, incurred under sub-rule (1) and (2), shall be recovered in the manner specified in sub-rule (3).

134. Special safeguards for the employment of women and adolescents in using or handling hazardous chemicals under Section 93.-

Prohibition and restriction on the employment of women and adolescent workers in hazardous occupations involving the use or handling of hazardous chemicals— No woman worker or adolescent worker shall be engaged in the handling, storing, or transportation of insecticides, chemicals, and toxic substances by the employer in his plantations.

135. Appointment, qualification and duties of controller of chemicals.-

(1) In every plantation having an extent of 50 hectares of land or moreor growing plantation crops, a Controller of Chemicals shall be appointed to supervise and guide the use of handling, storage, and transportation of insecticides, chemicals, and toxic substances in plantations.

(2) The Controller of Chemicals shall not be a person below the rank of Welfare Officer. He shall possess a Degree in Public Health or a Degree in Agriculture Science and needs to be posted on a contract basis as and when necessary, part-time or full-time.

(3) The Controller of Chemicals shall. —

(a) advise the employer on health and safety issues.

(b) be responsible for the storage of equipment, chemicals, insecticides, etc.;

(c) be responsible for co-ordination and transportation of chemicals, insecticides and personnel involved in the above process;

(d) be responsible for reporting any incident and/or accident involving chemicals due to use of insecticides praying;

(e) ensure good relation with the workers and their representatives;

(f) ensure the correct use of chemicals and its spraying where spraying of chemical scours;

(g) ensure that protective clothing and dust mask are provided to the spraying personnel and make sure that they are using it during their duty time;

(h) ensure correct use of safety procedure and control of quality spraying;

(i) keep people, especially children away from danger of exposure to spraying;

(j) note the quantity of chemicals and insecticides prepared as and when it issued;

(k) monitor storage, usage and disposal of chemicals by the labourers of plantations.

136. Training.-

The employer shall organize training in handling chemicals, insecticides, and toxic substances and also adopt safety precautions in handling equipment provided to the workers. The training program shall be organized on the following matters, namely,-

(a) Procedure involved in handling, mixing, blending, and applying of insecticides, chemicals, and toxic substances;
(b) Control the quality of the spraying and the quality of the solution used;
(c) To see that the equipment is well maintained and cleaned after work;
(d) Method of transferring the insecticide to the spraying machine;
(e) Keeping people, especially children, away at the time of spraying;
(f) Manner in which the chemicals and insecticides are to be stored;
(g) Manner of mixing the chemicals to prepare the insecticide solution;
(h) The use of protective clothing and mask at the time of spraying;
(i) Training on the hazards involved in different operations;
(j) The procedure regarding the spillage of insecticides, chemicals, and toxic substances.

137. Medical examination of workers .-

(1) Every worker who is exposed to insecticides, chemicals and toxic substances shall be examined once in a year in Garden Group Hospital, Garden Hospital or any other hospitals specified in this Rule.
(2) The details of periodical medical examination and tests conducted shall be re-entered in the register provided for the same as shown in Form -XXXIII
(3) Any person showing symptoms of poisoning shall be immediately examined and given first aid measures as listed below:-
    (a) Put the affected person in a clean, well-ventilated place.
    (b) Check how thetoxic product entered the body.
    (c) Keep the label and collect all possible details of the accident so as to provide the doctor complete information.
    (d) It is very important that the poisoned person is allowed to continue breathing properly. Provide artificial respiration if necessary. The correct posture is with the person lying on his back with his head tilted back, or on his side. If he is hot and sweating, cool him with cold water; if he is cold, cover him with clothes or a blanket. Do not allow the poisoned person to smoke or drink, especially alcoholic drinks, milk, or water containing olive oil, as this may be harmful to him.
    (e) Inform the toxicological center immediately.
    (f) Adequate medical treatment shall be administered.

138. Washing, bathing and cloak roomfacilities.-

Every employer shall provide washing, bathing and cloak room facilities to every worker engaged in handling insecticides, chemicals toxic substances. Protective clothing and equipment shall be provided for—

(a) every worker handling insecticides, chemicals and toxic substances during their operation, distribution, mixing and spraying shall be adequately protected with appropriate clothing;
(b) the protective clothing shall be made of materials which prevent or resist the penetration of anyone with insecticides, chemicals and toxic formulation. The materials shall also be washable so that the toxic element maybe removed after each use:
(c) a complete suit of protective clothing shall consist of the following dresses namely,-protective outer garment with at;

(i) rubber gloves or such other protective gloves extending up to the fore arm made of materials impenetrable to liquids;
(ii) dust proof goggles; rubber boots the legs of protective cover all should be worn outside the boots,
(iii) reusable cloth masks.

139. Precautionary notices.-

Precautionary notices shall be exhibited in plantations which shall contain the following precautionary measures, namely,-

a) Always read the label before using any insecticide or pesticide.
b) Use only target specific insecticides or pesticides which have minimum effects on non-targeting organisms (human beings and other animals).
c) Use insecticides or pesticides only when they are necessary. First try to use other types of control methods like cultural control, mechanical control, physical control, biological control and genetic control. Use chemical control as your last option.
d) Always use gloves, full covering cloths, closed shoes and mask before applying any type of chemical.
e) Use only their commended dose which is written onthe label of the product. Never use dose higher or lower than the recommended dose.
f) Always apply insecticides or pesticides in the direction of the wind and never spray opposite to the direction of wind because all chemicals will shower or fall on you if you apply chemical opposite to the direction of the wind.
g) Use only those insecticides which are degradable in normal temperature.
h) Avoid chemicals which are highly persistent.
i) Never smell any insecticide or pesticide because it is very dangerous for health.
j) Use vegetables or food items after 15 days of the spray of chemicals.
k) Keep chemicals (insecticides or pesticides) away from the reach of children.
l) If toxicity is caused by any chemical, then a doctor shall be contacted immediately, and while consulting the doctor, remember to take the bottle of pesticide or insecticide handled by the employee because with reference to the label of the bottle, the doctor would suggest proper treatment.
m) It is better to apply chemicals in the evening or in the morning. Try to avoid spraying in the afternoon because during this time, chemicals are less effective due to degradation by direct sunlight.
n) Always spray the chemicals according to the forecast of weather. Never spray if there is a forecast of rainfall.
o) Try to use modern insecticides because these are comparatively safe as compared to conventional insecticides.
p) Always remember that using insecticides without proper safety measures is extremely dangerous and it may even cause death. Always keep in mind the precautionary measures before using any chemical.
q) Dispose of the bottle of chemical properly.
r) Do not wash insecticide and pesticide containers near wells or running streams.
s) Keep fresh water, soap, and a towel ready for use.
t) Wash hands and exposed skin thoroughly with soap and water before eating, drinking, smoking, and chewing.
u) Keep insecticides and pesticides in the original, labeled containers.
v) Never reuse thecontainers for any other purpose as it is impossible to remove the traces of insecticides and pesticides from the containers wholly.

140. Aerial spraying operations.-

The aerial application of insecticides chemicals and toxic substances shall be subject to the following conditions namely.-

(a) Marking of the areas shall be the responsibility of the controller of chemicals.
(b) The operators shall use only approved insecticides and their formulations at approved concentration and height.
(c) Washing, decontamination, and first-aid facilities shall be provided by the operators.
(d) All aerial operations shall be notified to the public, not less than twenty-four hours in advance through competent authorities as notified by the Government in the Gazette.
(e) Animals and persons not connected with the operations shall be prevented from entering such areas for a specific period; and
(f) The pilots shall undergo specialization training in spraying; including clinical effects of the insecticides.

141. Disposal of used packages, surplus materials and washing of insecticides and other chemicals;-

(1) It shall be the duty of the employer to dispose of surplus materials and washing of insecticides and other chemicals in a manner so as to prevent environmental, water or air pollution.
(2) The packages of insecticides and chemicals once used shall be left outside to prevent their reuse.
(3) The packages of insecticides and chemicals shall be broken and buried away from habitation.

142. Constitution of Advisory Board .-

The State Government shall by notification in the Official Gazette constitute an Advisory Board for consultation in regard to matters connected with housing. The Advisory Board shall meet at least twice in a year during the months of January and June, at such time andplace as maybe appointed by the Chairman.

143. Composition of the Board.-

(1) The advisory Board shall consist of,-
  (i) the Secretary to the State Government in Department concerned, who shall be the Chairman of the Board;
  (ii) two officials to be nominated by the State Government; and
  (iii) five representatives each of employers and workers nominated in consultation with the interests concerned.
  (iv) One representative of the staff other than workers nominated in consultation with interest concerned.
(2) The Chief Inspector of Plantations shall be the Convener of the Board.
(3) No Act or proceedings of the Advisory Board shall be invalid on the ground of any defect in the constitution of, or any vacancy in the Board.

144. Term of Office, etc., of members.-

(1) A non-official member nominated to the Board at the time of its reconstitution shall, unless he resigns his office or dies, hold office for a period of three years from the date of the notification appointing him as a member of the Board and shall be eligible for re-nomination. A non-official nominated as a member of the Board in the vacancy caused by resignation of office or death of another member or in the vacancy caused by any of the causes mentioned under sub-rule 5, shall hold office for the period to which the original member would normally have continued had his membership not been discontinued:

Provided that an outgoing member shall continue in office until the appointment of his successor is notified.

(2) The official members of the Board shall hold office during the pleasure of the State Government.

(3) Every non-official member shall be entitled to draw travelling and daily allowances at the rates fixed by the State Government from time to time for any journey performed by him for attending a meeting of the Advisory Board.

(4) A non-official member may resign his office by letter, addressed to the chairman of the Advisory Board, and his office shall fall vacant from the date on which his resignation is accepted by the Chairman.

(5) A nominated member may be declared by the chairman of the Advisory Board to have vacated his office-

(a) if he become insolvent;

(b) if he is convicted of an offence, which in the opinion of the State Government involves moral turpitude; or

(c) if he is absent from three consecutive meetings of the Advisory Board without leave of absence from its chairman; or

(d) if the State Government considers it undesirable that he shall continue to be a member of the Advisory Board; or

(e) if he is declared to be of unsound mind by a competent Court.

(6) (a) Every question which the Advisory Board is required to take into consideration, shall be considered either at its meeting or, if its chairman so desires, by circulating the necessary papers to all the members for their opinion:

Provided that papers need not be circulated to a member who is at the time outside India.

(b) When a question is circulated for opinion under clause (a) any member may request that the question be considered at a meeting of the Advisory Board and thereupon the chairman may, and if therequest is made by three or more members, shall, direct that it be so considered.

(7) The Advisory Board shall meet at such time and place at least twice in a year as may be appointed by the chairman.

(8) (a) Notice shall be given to every member of time and place fixed for each ordinary meeting at least fifteen days before such meeting and each member shall be furnished with a list of business to be transacted at the meeting:

Provided that, when an emergent meeting is called by the Chairman, a notice giving such reasonable time as he may consider necessary, shall be deemed sufficient.

(b) No business which is not in the list shall be considered at a meeting without the permission of the chairman.

(9) The Chairman of the Advisory Board shall preside at every meeting of the Board at which he is present of the Chairman is absent from any meeting the members present shall elect one of the members to preside over the meeting and the member so elected shall at the meeting exercise all the powers of the Chairman.

(10) No business shall be transacted at a meeting of the Advisory Board whether ordinary or emergent unless at least three members of which one representative each of employers, workers and of the government are present:

Provided that if at any meeting, less than the three members are present, the chairman of the Advisory Board may adjourn the meeting to a date not later than seven days, informing the members present and sending notice to other members that he proposes to dispose of the

business at the adjourned meeting, whether there is aquorum or not, and he may there upon dispose of the business at such adjourned meeting even if there is no quorum.

(11) (a) Every question at a meeting of the Advisory Board shall be decided by a majority of votes of the members present and voting on the question but minority shall have the right or getting their dissent recorded. In the case of an equality of votes, the Chairman shall have a second or casting vote.

(b) Every question, referred to the member opinion shall, unless the Chairman reserves it for consideration at a meeting, be decided in accordance with the opinion of the majority of members submitting their opinions within the specified time.

(12) (a) The proceedings of each meeting of the Advisory Board shall be circulated to all members not later than two months from the date of meeting and thereafter recorded in a minute book which shall be kept for permanent record.

(c) The record of the proceedings of each meeting shall be signed by the Chairman of the Advisory Board or, as the case maybe, by the person presiding at that meeting.

145. Powers and Function of the Advisory Board .-

(1) The Advisory board shall advise the State Government as regards standards and specifications of houses which may be approved.

(2) The Advisory Board shall scrutinize the yearly progress reports from employers and advise the State Government to issue such instructions in the light thereof as will ensure compliance with the relevant provisions of the Code and these rules within the scheduled period.

(3) In addition to matters specified in sub-rule (1) and(2), the Advisory Board shall consider and report on any matter connected with housing of workers which may be referred to it by the State Government or by the Chairman of the Advisory Board.

146. Appeals.-

(1) An appeal against the orders of an Inspector cum Facilitator under this chapter shall lie to the Chief Inspector cum Facilitator. The appeal shall be filed within thirty days of the receipt of the order and the appellate authority after giving both parties an opportunity of being heard, shall either reject the application or decide in any manner it deems fit:

Provided that the appellate authority may if it is satisfied that the appellant was prevented by sufficient cause from preferring the appeal within the said period of thirty days, extend the said period by further period of thirty days.

(2) All appeals under sub-rule (1) shall be in the form of a memorandum setting forth concisely the grounds of objection to the order and shall be accompanied by a certified copy of the order appealed against, duly signed by the appellant or, on his behalf, by a duly authorised agent or legal practitioner. On receipt of the memorandum of appeal, the appellate authority shall, if it thinks fit, appoint an assessor within two weeks to assist in the disposal of the appeal. 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 cum facilitator.

CHAPTER - XIV
OFFENCES AND PENALTIES

147. Appointment of Authority.-

(1) The Government may appoint an officer in the Labour, Employment, Skill Development & Entrepreneurship Department in the rank of Joint Labour Commissioner as the authority for imposing penalty under sub-section (1) of section 111 of the code after holding enquiry.

Provided in the case of factories the Government may appoint an officer in the Factories and Boilers Department in the rank of Joint Director as the authority for imposing penalty under sub-section (1) of section 111 after holding enquiry.

(2) The State Government may appoint sub-ordinate officers and staff to the enquiry officer as it considers necessary for the efficient discharge of its function under the Code and rule.

(3) The manner of holding enquiry under sub-section (1) of section 111 of the Code shall be followed as prescribed by the Central Government.

148. Appointment of appellate authority.-

The Labour Commissioner of the State shall be appellate authority under sub-section(3) of section-111 of the Code.

Provided that in the case of factories the Director of Factories and Boilers shall be the appellate authority under subsection (3) of section-111.

149. Compounding of Offences.-

The State Government shall notify as many officers not below the rank of District Labour Officer of Labour Department as an officer for compounding of offences under sub section (1) of section-114 of the Code.

150. Manner of compounding of offences by the officer.-

(1) The accused person, if he intends to compound the offence alleged against him under sub-section (3) of section 12 or section 94 or section 96 or sub-section (1) of section 97 or section 99 or section 106 or any offence under sub-section (2) of section 97 or sub-section (1) of section 100 or section 101 or clause (b) of sub-section (1) of section 103 or section 105 or sub-section (2) of section 113, may submit an application in Form–XXXIV to the officer notified by the State Government for the purpose of compounding of offences under sub-section (1) of section 114 of the Code (hereinafter referred to as the Compounding Officer).

(2) If prosecution is pending before the Judicial First-Class Magistrate Court under sub-section (3) of section 110 or before the officer appointed under sub-section (1) of section 111 of the Code, the Compounding Officer shall send an intimation of the receipt of the application for composition to the concerned Court or officer.

(3) The Compounding Officer, after due enquiry and on being satisfied that the offence is compoundable, shall issue an order of composition directing the accused to deposit the composition amount within fifteen days from the date of receipt of such order.

(4) On receipt of the composition amount, the Compounding Officer shall issue a composition certificate within ten days and shall send an intimation in writing to the Judicial First-Class Magistrate Court or the officer where the prosecution or enquiry is pending, to discharge the accused.

(5) If the accused fails to remit the composition amount within the time prescribed in sub-rule (3), he shall be liable to a fine in accordance with sub-section (3) of section 114 of the Code.

(6) Where the accused fails to remit the composition amount, the Compounding Officer shall issue a certificate for recovery of the amount to the District Collector concerned, who shall recover the same as arrears of land revenue.

(7) The amount of composition received and credited shall be recorded in a register to be maintained in Form–XXXV.

CHAPTER -XV
SOCIAL SECURITY FUND

151. Social security fund.-

(1) The Government shall notify in the gazette, sources from which the social security fund under sub-section (2) of section 115 of the Code may be augmented.

(2) It shall also notify the manner in which the fund shall be administered and expended for the welfare of the unorganized workers and the transfer of any amount in the fund to any other fund established under any other law for the time being in force for the welfare of the unorganized workers.

CHAPTER- XVI
MISCELLANEOUS

152. Common licence.-

(1) Application for the common licence in respect of a factory and for engaging contract workers or any combination thereof or single licence for any of them under subsection (1) of sections 119 of the Code shall be submitted electronically in Form-XXII along with such fee and to such authority as maybe notified by the government.

(2) On receipt of an application, the authority shall investigate or cause to be investigated to his satisfaction about the correctness of the facts and particulars furnished in the application and other documents submitted along with it and grant such licence.

(3) Where the authority is of the opinion that the licence shall not be granted, he shall after affording reasonable opportunity to the applicant to be heard make an order rejecting the application, recording the reasons and shall communicate it to the applicant within forty five days of such application.

(4) The licence granted under this rule shall be valid for a period of five years, unless suspended or cancelled earlier in accordance with the provisions of the Code and these Rules.

(5) If the authority fails to grant or reject such application within the prescribed time, the licence shall be deemed to be issued and autogenerated.

(6) Any person aggrieved by an order passed under this section by the authority under Section 119 mayfile, within thirty days from the date of the order, an appeal electronically to such authority, and with such fee notified by the Government, which shall be disposed within sixty days.

153. Inquiry under section 121.-

(1) In the event of the occurrence of an accident, which has caused or had the potentiality to cause serious danger to employees and other persons within, and in the vicinity of the workplace, or whether immediate or delayed, or any occupational disease as specified in the Third Schedule, which has been or is suspected to have been contracted in epidemic proportions, the State

Government may appoint one or more persons possessing legal or special knowledge or competent enough to inquire into the causes of the accident or disease. They are tasked with fixing responsibilities and suggesting a plan of action to prevent such accidents or diseases in the future, submitting the report to the Government.The Chief Inspector-cum-Facilitator may appoint a committee to undertake a survey on the situation relating to safety or health at any workplace or class of workplaces or into the effect of work activity on the health of the employees and other persons within and in the vicinity of the workplace as and when required.

(2) The officer directed or committee appointed, under sub-section (1) or sub-section (2), to hold an inquiry, shall have the powers of a civil court under the Code of Civil Procedure, 1908, for the purposes of enforcing the attendance of witnesses and compelling the production of documents and material objects for the purposes of the inquiry, exercising such powers of an Inspector-cum-Facilitator under this rule as may be necessary.

Dr. Lalhriatzuali Ralte, IAS
Secretary,
Labour, Employment, Skill Development &
Entrepreneurship Department.

PART- A
SCHEDULES (See rule 84)

(i) Manufacture of aerated waters and processes incidental thereto
(ii) Electrolytic plating or oxidation of metal articles by use of an electrolyte containing acids, based on salts or metals such chromium, nickel.
(iii) Manufacture and repair of electric accumulators.
(iv) Glass manufacture.
(v) Grinding or glazing of metals.
(vi) Manufacture and treatment of lead and certain compounds of lead.
(vii) Generating petrol gas from petrol.
(viii) Cleaning, smoothening, roughening, etc., of articles, by a jet of sand, metal short, grit, or other abrasives propelled by a blast of compressed air or stream.
(ix) Liming and tanning of raw hides and skins and processes incidental thereto.
(x) Certain lead process carried on in printing presses and certain type foundries.
(xi) Manufacture of pottery.
(xii) Chemical works.
(xiii) Manipulation of stone or any other material containing free silica.
(xiv) Handling and processing of asbestos, manufacture of any articles of Asbestos and any other process of manufacture or otherwise in which Asbestos is used in any form.
(xv) Handling and manipulation of corrosive substances.
(xvi) Processing of cashew nut.
(xvii) Compression of oxygen and hydrogen produced by electrolysis of water.
(xviii) Process of Extracting Oils and Fats from vegetable and Animal Sources in solvent Extraction Plants.
(xix) Manufacture or Manipulation of Manganese and its compounds.
(xx) Manufacture and Manipulation of dangerous pesticides.
(xxi) Manufacture handling and usage of benzene and substance containing benzene.
(xxii) Manufacturing process or operation in carbon disulphide plants.

(xxiii) Manufacture or Manipulation of Carcinogenic Dye Intermediates.
(xxiv) Operation involving High Noise Levels.
(xxv) Manufacture of Rayon by Viscose process.
(xxvi) Highly flammable liquids and flammable compressed gases.
(xxvii) Operation in Foundries.
(xxviii) Textile machinery except used in jute mills;
(xxix) Process of melting in induction furnace;
(xxx) Woodworking machinery;
(xxxi) Rubber mills;
(xxxii) Centrifugal machines;
(xxxiii) Power presses;
(xxxiv) Shears, slitters and guillotine machines;
(xxxv) Thermic fluid heaters;
(xxxvi) Manufacture of chromic acid or manufacture or recovery of the bichromate of sodium, potassium or ammonium; and
(xxxvii) Welding/cutting operation with the use of LPG/Acetylene/Argon.

PART -B
Schedules

(1) i. Dyeing, stenciling and painting of mats, mattingand carpets in Coirand Fiber Factories.
ii. Cellulose Spraying.
iii. Graphite powdering and incidental processes.
iv. Curing, Canning or other processing offish.

(2) "First employment" means employment for the first time in a hazardous process of operation so notified under section 82, or reemployment therein after cessation of employment insuch process or operation for a period exceeding three calendar months.

(3) The provision specified in the scheduled shall apply to any class or description of factories wherein dangerous manufacturing process or operation are carried on.

(4) (a) For the medical examinations of workers to be carried out by the Medical Officer as required by the Schedules annexed to this rule, the occupier of the factory shall pay fees at the rate shown in Appendix-A per examination of each worker every time he/she is examined.
(b) The fees prescribed in sub-rule (4) (a) shall be exclusive of any charges for biological, radiological or other tests which may have to be carried out in connection with the medical examination. Such charges shall be paid by the occupier.
(c) The fees to be paid for the medical examinations shall be paid into the local Treasury under the appropriate head of account.

(5) Notwithstanding the provisions specified in the schedules annexed to this rule, the Inspector-cum-Facilitator may, by issuing orders in writing to the employer or occupier or both, direct them to carry out such measures and within such time as may be specified in such order with a view to removing conditions dangerous to the health of the workers or to suspend any process where such process constitutes, in the opinion of the Inspector-cum-Facilitator, imminent danger of poisoning or toxicity.

Any register or record of medical examinations and tests connected therewith required to be carried out under any of the Schedules annexed hereto in respect of any workers shall be kept readily available to the Inspector-cum-Facilitator and shall be preserved till the expiry of the year after the worker ceases to be in employment of the factory / establishment.

PART A
SCHEDULE – 1
(See rule 84)
Manufacture of aerated waters and Processes incidental thereto

1. Fencing of machines – All machines for filling bottles or siphons shall be so constructed, placed or fenced as to prevent, as far as may be practicable, a fragment of a bursting bottle or siphon from striking any person employed in the factory.
2. Face guards and gauntlets
   (1) The occupier shall provide and maintainin good condition for the use of all persons engaged in filling bottles or siphons–
      (a) Suitable face-guards to protect the face, neck and throat, and
      (b) Suitable gauntlets for both arms to protect the whole hand and arms:
         Provided that Paragraph 2 (1) shall not apply where bottles are filled by means of an automatic machine so constructed that no fragment of a bursting bottle can escape:
         Provided further that a machine so constructed that, only one arm of the bottler at work upon it is exposed to danger, a gauntlet need not be provided for the arm which is not exposed to danger.
   (2) The occupier shall provide and maintain in good condition for theuse of all persons engaged in corking, crowing, screwing, wiring, foiling, capsuling, sighting or labelling bottles or siphons.
      (a) Suitable face-guards to protect the face, neck and throat, and
      (b) Suitable gauntlets for both arms to protect the arm and at least half of the palm and the space between the thumb and forefinger.
3. Wearing of face-guards and gauntlets – All persons engaged in any of the processes specified in paragraph 2 of this schedule shall, while at work in such processes, wear the face-guards and gauntlets provided under the provisions of the said paragraph.

Schedule - II (See rule 84)
Electrolyticplating oroxidation ofmetal articles by useof an electrolyte containing acids, bases or salts of metal such as chromium, nickel, cadmium, Zinc, copper, silver, gold etc.

1. Definitions:- For the purpose of this schedule–
   a) "Electrolytic process" means the electrolytic plating or oxidation of metal articles by the use of an electrolyte containing acid, base or salts of metal such as chromium, nickel, cadmium, zinc, copper, silver, gold etc.
   b) "Bath" means any vessel used for an electrolytic process for any subsequent process; and
   c) "Employed" means employed in any process involving contact with liquid from a bath.
2. Exhaust draught –An efficient exhaust draught shall be applied to every vessel in which any electrolytic process is carried on. Such draught shall be provided by mechanical means and shall operate on the vapour or spray given off in the process as near as may be at the point of origin. The exhaust draught appliance shall be so constructed, arranged and maintained as to prevent the vapour or spray entering into any room or place in which work is carried on.
3. Prohibition relating to women and young persons –No woman, adolescent or child shall be employed or permitted to work at a bath.
4. Floor of work rooms –The floor of every work room containing a bath shall be impervious to water. The floor shall be maintained in good and level condition and shall be washed down at least once a day.

5. Protective devices
   i. The occupier shall provide and maintain in good and clean condition the following articles of protective devices for the use of all persons employed on any process at which they are liable to come in contact with liquid from a bath and such devices shall be worn by the persons concerned.
      a) Water-proof aprons and bibs, and
      b) For persons actually working at abath loose fitting rubber gloves and rubber boots or other water-proof footwear.
   ii. The occupier shall provide and maintain for the use of all persons employed suitable accommodation for the storage and drying of the protective devices.
6. Water facilities
   (1) They shall be provided and maintained in good repairs for theuse of all persons employed in electrolytic process and processes incidental to it-
      a) A wash place under cover, with either-
         i. a trough with a smooth impervious surface fitted with a waste pipe, and of sufficient length to allow at least 60cms. For every five persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 60cms., or
         ii. at least one wash basin for every 5 such persons employed at any one time, fitted with a waste pipe and having a constant supply of water laid on.
      b) A sufficient supply of clean towels renewed daily, and soap or other suitable cleaning material.
   (2) In addition to the facilities in sub-paragraph 1; an approved type of emergency shower with eye fountain shall be provided and maintained in good working order. Whenever necessary, in order to ensure continuous water supply, storage tank of 1500 litres capacity shall be provided as source of clean water for emergency use.
7. Cautionary Placard –A cautionary placard in the form specified below and printed in the language of majority of the workers employed shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers.

CAUTIONARY NOTICE
Electrolytic plating

1. Chemicals handled in the plant are corrosive and poisonous.
2. Smoking, chewing, tobacco, eating and food or drinking, in this area is prohibited. No food stuff or drinks shall be brought in this area.
3. Some of these chemicals may be absorbed through the skin and may cause poisoning.
4. A good wash shall be taken before meals.
5. Protective devices supplied shall be used while working in this area.
6. Spillage of the chemicals on any part of the body or on the floor shall be immediately washed away with water.
7. All workers shall report for the prescribed medical tests regularly to protect their own health. Medical facilities and records of examination and tests.-
   1. The occupier of every factory in which electrolytic processes are carried on shall-
      (a) employ a qualified medical practitioner for medical surveillance of the workers employed therein whose appointment shall be subject to the approval of the chief Inspector-cum-Facilitator.
      (b) provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a) ;and

(c) maintain a sufficient supply of suitable barrier cream, ointment and impermeable water proof plaster in a separate box readily accessible to the workers and used solely for the purpose of keeping these substances. In case cyanides are used in the bath, the box shall also contain an emergency cyanide kit.

2. The medical practitioner shall examine all workers before they employed in electrolytic processes. Such examination in case of chrome plating shall include inspection of hands, forearms and nose and will be carried out once at least in every fortnight.
3. The record of the examinations referred to in sub-paragraph shall be maintained in a separate register approved by the chief Inspector-cum-Facilitator which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
   Medical Examination by the Medical Officer.
4. Every worker employed in the electrolytic process, shall be examined by the Medical Officer before his first employment. Such examination shall include X-ray of the chest and-
   a) in case of chromium plating, include examination for nasal septum perforation and test for chromium in urine;
   (b) in case of nickel plating, test of nickel in urine; and
   (c) in case of cadmium plating, test for cadmium in urine and- 2 macroglobulin in urine.
5. No worker shall be employed in electrolytic process unless certified fit for such employment by the Medical Officer.
6. Every worker employed in the electrolytic process shall be re-examined by the Medical Officer at least once in every year, except in case of the workers employed in cadmium, chromium and nickel-plating processes for whom this examination shall be carried out once in every six months. Such re-examination shall, wherever the Medical Officer considers appropriate, include testes specified under sub-paragraph (10) excluding the X-ray of the chest which shall not be required normally to be carried out earlier than in once in three years.
7. The Medical Officer after examining a worker shall issue a certificate of Fitness in FORM-VI. The record of examination and re-examinations carried out shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (1) and (2) including the nature and the results of the tests, shall also be entered by the Medical Officer in health register in FORM-V.
8. The certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
9. If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the electrolytic processes on the ground that continuance therein would involve danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he/she is fully in capacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
10. No person who has been found unfit to work as said in sub-paragraph(6) shall be reemployed or permitted to work in the said processes unless the Medical Officer, after further examination, again certified him fit for employment in those processes.

Schedule - III
(See rule 84)
Manufacture and Repair of Electric Accumulators

1. Savings –This schedule shall not apply to the manufacture or repair of electric accumulators or parts thereof not containing lead or any compound of lead, or to the repair, on the premises, of any accumulator forming part of a stationery battery.
2. Definitions –For the purposes of this Schedule-
   a. "Lead Process" means the melting of lead or any other material containing lead, casting, pasting, lead burning, or any other work including trimming, or any other abrading or cutting of pasted plates, involving the use, movement or manipulation of, or contact with, any oxide of lead;
   b. "Manipulation of raw oxide of lead" means any lead process involving any manipulation or movement of raw oxides of lead other than its conveyance in a receptacle or by means of an implement from one operation to another.
3. Prohibition relating to women and young persons –No women or young person shall be employed or permitted to work in any lead processor in any room in which the manipulation of raw oxide of lead or pasting is carried on.
4. Separation of certain processes –Each of the following processes shall be carried on in such a manner and under such conditions as to secure effectual separation from one another, and from any other process:-
   a. Manipulation of raw oxide of lead;
   b. Pasting;
   c. Drying of pasted plates;
   d. Formation with lead burning ("tacking") necessarily carried on in connection there with; and
   e. Melting down of pasted plates.
5. Airspace– In every room in which a lead process is carried on, there shall be at least 14.2 cubic meters of air space for each person employed therein, and in computing this air space no height over 3.65meters shall be taken into account.
6. Ventilation – Every work-room shall be provided with inlets and outlets of adequate size as to secure and maintain efficient ventilation in all parts of the room.
7. Distance between workers in pasting room – In every pasting room the distance between the centre of the working position of any paster and that of the paster working nearest to him shall not be less than 1.5 meters.
8. Floor of work-rooms
   a. The floor of every room in which a lead process is carried on shall be-
      i. of cement or similar material so as to be smooth and impervious to water;
      ii. maintained in sound condition; and
      iii. kept free from materials, plant or other obstruction not required for, or produced in, the process carried on in the room.
   b. In all such rooms other than grid casting shops the floor shall be cleaned daily after being thoroughly sprayed with water at a time when another work is being carried on in the room.
   c. In grid casting shops the floor shall be cleaned daily.
   d. Without prejudice to the requirements of sub-paragraphs(1), (2) and (3) where manipulation of raw oxide of lead or pasting is carried on, the floor shall also be-
      i. Kept constantly moist while work is being done;
      ii. Provided with suitable and adequate arrangements for drainage;
      iii. Thoroughly washed daily by means of hosepipe.

9. Work benches– The work benches at which any lead process is carried on shall–
   a. Have a smooth surface and be maintained in sound condition.
   b. Be kept free from all materials or plant not required for, or produced in the process carried on threat; and all such work benches other than those in grid casting shops.
   c. Be cleaned daily either after being thoroughly damped or by means of a suction cleaning apparatus at a time when no other work is being carried on threat; and all such work benches in grid casting shops.
   d. Be cleaned daily; and every work-bench used for pasting.
   e. Be covered throughout with sheet lead or other impervious material;
   f. Be provide with raised edges; and
   g. Be kept constantly moist while pasting is being carried on.
10. Exhaust draught –
   (1) The following processes shall not be carried on without the use of an efficient exhaust draught:-
      a. Melting of lead or materials containing lead.
      b. Manipulation of raw oxide of lead, unless done in an enclosed apparatus so as to prevent the escape of dust into the work-room;
      c. Pasting;
      d. Trimming, brushing, filing or any other abrading or cutting of pasted plates giving rise to dust; and
      e. Lead burning, other than-
      i. "Tracking" in the formation room; and
      ii. Chemical burning for the making of lead lining for cell cases necessarily carried on in such manner that the application of efficient exhaust is impracticable.
   (2) Such exhaust draught shall be affected by mechanical means and shall operate on the dust or fume given off as nearly as may be at its point of origin, so as to prevent from entering the air of any room in which persons work.
11. Fumes and gases from melting pot. –The products of combustion produced in the heating of any melting pot shall not be allowed to escape into a room in which persons work.
12. Container for dross– A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting pot. Such receptacle shall be kept covered while in the work-room, except when dross is being deposited therein.
13. Container for lead waste – A suitable receptacle shall be provided in every work room in which old plates and waste materials which may give rise to dust shall be deposited.
14. Racks and shelves in drying room
   a. The racks or shelves provided in any drying room shall not be more than 2.4 meters from the floor not more than 60 centimeters in width:
      Provided that as regards racks or shelves set or drawn from both sides the total width shall not exceed 120 centimeters.
   b. Such racks or shelves shall be cleaned only after being thoroughly damped unless an efficient suction cleaning apparatus is used for this purpose.
15. Protective clothing – (1) Protective clothing shall be provided and maintained in good repair for all persons employed in-
   a. Manipulation of raw oxide of lead;
   b. Pasting; and
   c. The formation room;
   and such clothing shall be worn by the person concerned.

16. Mess-room - There shall be provided and maintained for the use of all persons employed in a lead process and remaining on the premises during the meal intervals, a suitable mess-room, which shall be furnished with sufficient tables and benches, and adequate means for warming food. The mess-room shall be placed under the charge of a responsible person and shall be kept clean.
17. Cloak-room – There shall be provided and maintained for the use of all persons employed in a lead process-
    a. A cloak room for clothing put off during working hours with adequate arrangements for drying the clothing if wet. Such accommodation shall be separated from any mess-room; and
    b. Separate and suitable arrangements for the storage of protective clothing provided under paragraph 15.
18. Washing facilities
    a. There shall be provided and maintained in a clean state and in good repair for the use of all persons employed in a lead process-
        i. A wash place under covers with either:-
            1. a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow of at least 60 centimeters for every five such persons employed at any one time, and having aconstant supply of water from taps or jets above the trough at intervals of not more than 60 centimeters; or
            2. At least one wash basin for every five such persons employed at any one time fitted with a waste pipe and plug and having a constant supply of water laid on;
        ii. A sufficient supply of clean towels made of suitable materials renewed daily, which supply, in the case of pastors and persons employed in the manipulation of raw oxide of lead, shall include a separate marked towel for each such worker; and
        iii. A sufficient supply of soap or other suitable cleaning material and of nailbrushes.
        iv. There shall in addition beprovided, means of washing in close proximity to the rooms in which manipulation of raw oxide of lead or pasting is carried on if required by notice in writing from the Chief Inspector-cum-Facilitator
19. Time to be allowed for washing– Before each meal and before the end of the day's work, at least ten minutes, in addition to the regular meal times, shall be allowed for washing to each person who has been employed in the manipulation of raw oxide of lead or in pasting;

    Provided that if there be one basin or 60 cm of trough for each such person this paragraph shall not apply.
20. Facilities for bathing– Sufficient bath accommodation to the satisfaction of the Chief Inspector-cum-Facilitator shall be provided for all persons engaged in the manipulation of raw oxide of lead or in pasting and a sufficient supply of soap and clean towels
21. Food, drinks, etc., prohibited in work rooms- No food, drink, pan and supari or tobacco shall be consumed or brought by any worker into any work room in which any lead process is carried on.
22. Medical facilities and records of examination and tests.-
    a. The occupier of every factory in which manufacture and repair of electric accumulators is carried on shall-
        i. employed a qualified medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator; and
        ii. Provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).
    b. The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintain in a separate register approved by the Chief Inspector-cum-Facilitator, which shall be kept readily available for inspection by the Inspector- cum-Facilitator

23. Medical Examination by the Medical Officer.
Every worker employed in lead process, shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include test for lead in urine and blood, ALA in urine, haemoglobin, content, stippling of cell and steadiness test. No worker shall be allowed to work after 15 days of his employment in the factory unless certified fit for such employment by the Medical Officer.
    1. Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every three calendar months. Such re-examination shall, wherever the Medical Officer considers appropriate, include test specified under sub-paragraph (1).
    2. The Medical Officer after examining a worker shall issue a certificate of Fitness in FORM- VI The record of examination and re-examinations carried out shall be entered in the certificate and the certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (1) and (2) including the nature and the results tests, shall all so be entered by the Medical Officer in a health register in FORM-V.
    3. Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    4. If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in these documents should also include theperiodfor which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer in which case the person affected shall be suitably rehabilitated.
    5. No person who has been found unfit to work above shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination, again certifies him fit for employment in these processes.

Schedule - IV
(See rule 84)
Glass Manufacture

1. Definitions– For the purpose of this Schedule-
    a) "Efficient exhaust draught" means localized ventilation, effected by mechanical means for the removal of gas, vapour, dust or fumes so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient, which fails to remove smoke generated at the point where such gas, vapour, fumes, or dusts originate.
    b) "Lead compound" means any compound of lead other than galena which, when treated in themanner described below, yields to an aqueous solution of hydrochloric acid aquantity of soluble lead compound exceeding, when calculated as lead monoxide, five percent of the dry weight of the portion taken for analysis.
    The method of treatment shall be as follows:
    A weighted quantity of the materials which has been dried at 100-degree C. and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 percent by weight of hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then

filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.

2. Exhaust draught – Thefollowing process shall not be carried on except under an efficient exhaust draught or such other conditions as may be approved by the Chief Inspector-cum- Facilitator:-
   a) The mixing of raw materials to form a " batch";
   b) The dry grinding, glazing and polishing of glass or any article of glass;
   c) All processes in which hydrofluoric acid fumes or ammoniacal vapours are given off;
   d) All processes in the making of furnace moulds or "pots" including the grinding or crushing of used "pots"; and
   e) All processes involving the use of dry lead compound.
3. Prohibitions relating to women and young persons – No pregnant women or young person shall be employed or permitted to work in any of the operations specified in paragraph 2 or at any place where such operations are carried on.
4. Floors andwork benches – The floor and work-benches of everyroom in which a dry compound of lead is manipulated or in which any process is carried on giving off silica dust shall be kept moist and shall comply with the following requirements.-
   a) The floors shall be –
      i. of cement or similar materials so as to be smooth and impervious to water;
      ii. maintained in sound condition; and
      iii. cleansed daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room; and
   b) the work benches shall-
      i. has smooth surface and be maintained sound condition; and
      ii. cleansed daily either after being thoroughly damped or by means of a suction cleaning apparatus at a time when no other work is being carried on thereat.
5. Use of hydrofluoric acid – The following provisions shall apply to rooms in which glass is treated with hydrofluoric acid:-
   a) There shall be inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the room;
   b) The floor shall be covered with gutta-percha and be tight and shall slope gently down to a covered drain;
   c) The work-placeshall beso enclosed in projecting hoods that openings required for bringing in the objects to be treated shall be as small as practicable; and
   d) The efficient exhaust draught shall be so contrived that the gases are exhausted downwards
6. Storage and transport of hydrofluoric acid. – Hydrofluoric acid shall not be stored or transported except in cylinders or receptacles made of lead or rubber.
7. Blow pipes. – Every glass blower shall be providing with a separate blow pipe bearing the distinguishing mark of the person to whom it is issued and suitable facilities shall be readily available to every glass blower for sterilizing his blowpipe.
8. Food, drink, etc., prohibited in work-rooms. – No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any room or work-place wherein any process specified in paragraph 2 is carried on.
9. Protective clothing- The occupier shall provide, maintain in good repair and keep in a clean condition for the use of all persons employed in the processes specified in paragraph 2 suitable protective clothing, foot-wear and goggles according to the nature of the work and such clothing, footwear, etc., shall be worn by the persons concerned.

10. Washing facilities. – There shall be provided and maintained in a cleanly state and in good repair for the use of the all persons employed in the processes specified in paragraph2-
    a) a wash place with either-
        i. a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow of at least 60 cm for every five such persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 cm.; or
        ii. at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having an adequate supply of water laid on or always readily available; and
    b) a sufficient supply of clean towels made of suitable materials renewed daily with a sufficient supply of soap or other suitable cleaning materials and of nail brushes; and
    c) a sufficient number of stand pipes, with taps, the number and location of which shall be to the satisfaction of the Chief Inspector-cum-Facilitator.
11. Medical facilities and records of examination and tests.-
    a) The occupier of every factory in which glass manufacturing process are carried out, shall
        i. employee a qualified medical practitioner for medical surveillance of the workers employed therein whose appointment shall be subject to the approval of the Chief Inspector-cum-Facilitator of factories; and
        ii. Provide to the said medical practitioner all the necessary facilities for the purposes referred to in clause (a).
    b) The record of medical examination and appropriate test carried out by the said medical practitioners shall be maintain in a separate register approved by the Chief Inspector-cum-Facilitator, which shall be kept readily available for inspection by the Inspector- cum-Facilitator.
12. Medical Examination by the Medical Officer.-
    1. Every worker employed in process, specified in paragraph 2 shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include pulmonary function test and in suspected cases chests X-ray as well as test for lead and urine. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    2. Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every 12 calendar months. Such re-examination shall, whenever the Medical Officer considers appropriate, include test as specified under sub-paragraph (1).
    3. The Medical Officer after examinea worker, shall issue a certificate of Fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the certificate and the certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the Medical Officer in health register in FORM-V.
    4. The certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    5. If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make are cord of his finding in the said certificate and the health register. The entry of his findings in these documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facility unless he/she is fully in capacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.

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

13. Exemption .- If the Chief Inspector-cum-Facilitator is satisfied in respect of any factory or any class of process that, owing to the special method of work or the special conditions in a factory or otherwise, any of the requirements of this schedule can be suspended or relaxed without danger to the persons employed therein, or that the application of this scheduleor any part thereof is for any reason in practicable, he/she may by certificate in writing authorize such suspension or relaxation as may be indicated in the certificate for such period and on such conditions as he/she may think fit.

Schedule -V
(See rule 84)
Grinding or glazing of metals and Processes incidental thereto

1. Exceptions:-

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

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

2. Definitions:- For the purpose of the Schedule

a) "Grindstone" means a grindstone composed of natural or manufactured sandstone but does not include a metal wheel or cylinder into which blocks of natural or manufactured sandstone are fitted;

b) "Abrasive wheel" means a wheel manufactured of bonded emery or similar abrasive;

c) "Grinding" means the abrasion, by aid of mechanical power, of metal, by means of a grindstone or abrasive wheel;

d) "Glazing" means the abrading, polishing or finishing by aid of mechanical power or manual by means of any wheel, buff, mop or similar appliance to which any abrading or polishing substance is attached or applied.

e) "Racing" means the turning up, cutting or dressing or a revolving grindstone before it is brought into use for the first time.

f) "Hacking" means the chipping of the surface of a grindstone by a hack or similar tool.

g) "Rodding" means the dressing of the surface of a revolving grindstone by the application of a rod, bar or strip of metal to such surface.

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

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

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

c) a fan or other efficient means of producing a draught sufficient to extract the dust: Provided that the Chief Inspector-cum-Facilitator may accept any other appliance, that is, in his opinion, as effectual for the interception, removal and disposal of dust thrown off as a hood, duct and fan would be.

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

   Provided that this paragraph shall not prohibit the employment of persons to assist in the manipulation of heavy or bulky articles at any such grindstone, abrasive wheel or glazing appliance.
5. Glazing:-Glazing or other processes, except processes incidental to wet grinding upon a grindstone, shall not be carried on in any room in which wet grinding up on a grindstone is done.
6. Hacking and rodding:- Hacking and rodding shall not be done unless during the process either an adequate supply of water is laid on at the upper surface of the grindstone or adequate appliances for the interception of dust are provided in accordance with the requirements of paragraph 3.
7. Examination of dust equipment:-
   a) All equipment for the extraction or suppression of dust shall at least once in every six months be examined and tested by a competent person and any defect disclosed by such examination and test shall be rectified as soon as practicable.
   b) A register containing particulars of such examination and test shall be kept in Form-XXXVI.
8. Medical facilities and records of examination and tests.-
   a) The occupier of every factory in which grinding or glazing of metals are carried out, shall-
      i. employ a qualified medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator; and
      ii. Provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).
   b) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
9. Medical Examination by Medical Officer.-
   1. Every worker employed in grinding or glazing or metal and processes incidental thereto shall be examined by a Medical Officer within 15 days of his first employment such examination shall include pulmonary function test and in suspected cases chests X-rays. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
   2. Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every 12 calendar months. Such re-examination shall, whenever the Medical Officer considers appropriate, include testes specified under sub-paragraph (1).
   3. The Medical Officer after examine a worker, shall issue a certificate of Fitness in FORM VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (1) and (2), including the nature and the results tests, shall all so be entered by the Medical Officer in health register in FORM-V.
   4. The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
   5. If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.

6. No person who has been found unfit to work as said in sub-paragraph(5) shall be reemployed or permitted to work in the said processes unless the Medical Officer, after further examinations, again certified him fit for employment in those processes.

10. Exemption:- The Chief Inspector-cum-Facilitator may be certificate in writing, subject to such conditions as he/she may specify therein, relax or suspend any of the provisions of this schedule in respect of any factory if owing to the special methods of work or otherwise such relaxation or suspension is practicable without danger to the health or safety of the persons employed.

Schedule - VI
(See rule 84)
Manufacture and treatment of lead and certain compounds of lead

1. Application:- This schedule shall apply to all factories or parts of factories in which any of the following operations are carried on:-
   a) work at a furnace where the reduction or treatment of zinc or lead ores is carried on;
   b) the manipulation, treatment or reduction of ashes containing lead, the de-silver sing of lead or the melting of scarp lead or zinc.
   c) the manufacture of solder or alloys containing more than ten per cent of lead.
   d) the manufacture of any oxide, carbonate, sulphate, chromate, acetate, nitrate or silicate of lead.
   e) handling or mixing of lead tetra-ethyl.
   f) any other operation involving the use of a lead compound; and
   g) the cleaning of work-rooms where any of the operations aforesaid are carried on.
2. Definitions:– For the purposes of this schedule-
   a) "Lead Compound" means any compound of lead other than galena, which when treated in the manner described below, yields to an aqueous solution of hydrochloric acid, a quantity of soluble lead compound exceeding, when calculated as lead monoxide five per cent of the "dry weight" of the portion taken for analysis. In the case of paints and similar products and other mixtures containing oil or fat the "dry weight" means the dry weight of the material remaining after the substances has been thoroughly mixed and treated with suitable solvents to remove oil, fats, varnish or other media.
   The method of treatment shall be as follows:-
   A weighed quantity of the material which has been dried at 100°C and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1000 times its weight of an aqueous solution of hydrochloric acid containing 0.24 percent by weight of hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.
   b) "Efficient Exhaust Draught" means localized ventilation effected by heat or mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fumes or dust originate.
3. Prohibition relating to women and young persons:– No pregnant woman or young person shall be employed or permitted to work in any of the operations specified in paragraph 1.
4. Requirements to be observed: – No person shall be employed or permitted to work in any process involving the use of lead compound if the process is such that dust or fume from a lead compound is

produced therein, or the persons employed therein are liable to be splashed with any lead compound in the course of their employment unless the provisions of paragraphs 5 to 13 are complied with.

5. Exhaust draught:– Where dust, fume, gas or vapour is produced in the process, provision shall be made for removing them by means of an efficient exhaust draught to contrived as to operate on the dust, fume, gas or vapour as closely as possible to the point of origin.
6. Food, drinks, etc. prohibited in work rooms:- No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any work-room in which the process is carried on and no person shall remain in any such room during intervals for meals or rest.
7. Protective clothing:.- Suitable protective overalls and head covered shall be provided, maintained and kept clean by the occupier and such overalls and head coverings shall be worn by the persons employed.
8. Cleanliness of work-room, tools, etc.:- The rooms in which the persons are employed and all tools and apparatus use by them shall be kept in a clean state.
9. Washing facilities
   a) The occupier shall provide and maintain for the useof all persons employed suitable washing facilities consisting of-
   b) a trough with a smooth impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least 60 cm for every ten persons employed at any one time and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 60 cm; or
   c) at least one wash-basin for every ten persons employed at any one time, fitted with a waste pipe and plug and having constant supply of clean water; together with, in either case, a sufficient supply of nail brushes, soap or other suitable cleaning materials and clean towels.
   d) The facilities so provided shall be placed under the charge of responsible person and shall be kept clean.
10. Mess room or canteen:- The occupier shall provide and maintain for the use of the persons employed suitable and adequate arrangements for taking their meals. The arrangements shall consist of the use of a room separate from any work-room which shall be furnished with sufficient tables and benches, and unless a canteen serving hot meals is provided, adequate means of warming the food. The room shall be adequately ventilated by the circulation of fresh air, shall be placed under the charge of a responsible person and shall be kept clean.
11. Cloak room.– The occupier shall provide and maintain for the use of persons employed, suitable accommodation for clothing not worn during working hours, and for the drying of wet clothing.
12. Medical facilities and records of examination and tests.- (1) The occupier of every factory in which the schedule applies shall-
   a) employ a qualified medical practitioner for medical surveillance of the workers employed therein whose appointment shall be subject to the approval of the Chief Inspector-cum-Facilitator, and
   b) provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).
   c) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
13. Medical Examination by the Medical Officer:-
   1. Every worker employed in processes referred to in paragraph 1 shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include test for lead in blood and urine, ALA in urine, haemoglobin content, stippling or cells and steadiness test. No worker shall be allowed to work after 15 days of his employment in the factory unless certified fit for such employment by the Medical Officer.

2. Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every 3 calendar months. Such re-examination shall, wherever the Medical Officer considers appropriate, include testes specified in sub-paragraph (1).
3. The Medical Officer after examining a worker, shall issue a Certificate of Fitness in FORM VI. The record or examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2) including the nature and the results of the tests, shall all so be entered bythe Medical Officer in health register in FORM V.
4. The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
5. If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said Certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said persons is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facilities unless he/she is fully in capacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
6. No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examinations, again certifies him fit for employment in those processes.

14. Exemption:- If the Chief Inspector-cum-Facilitator is satisfied that all or any of the provisions of this schedule are not necessary for the protection of the persons employed, he/she may by certificate in writing exempt any factory from all or any of such provisions, subject to such conditions as he/ she may specify.

Schedule - VII
(See Rule 84)
Generating Petrol Gas from Petrol

1. Prohibition relating to women and young persons:- No women or young person shall be employed or permitted to work in or shall be allowed to enter of any building in which the generation of gas from dangerous petroleum is carried on.
2. Flame traps – The plant for generation of gas from dangerous petroleum and associated piping and fittings shall be fitted with at least two efficient flame traps so designed and maintained as to prevent a flash back from any burner to the plant. One of these traps shall be fitted as close to the plant as possible. The plant and all pipes and valves shall be installed and maintained free from leaks.
3. Generating building or room.– All plants for generation of gas from dangerous petroleum, erected after coming into force of the provisions specified in this schedule, shall be erected outside the factory building proper in a separate well-ventilated building (hereinafter referred to as the "generating building"). In the case of such plants erected before the coming into force of the provisions specified in this schedule there shall be no direct communications between the room where such plants are erected (hereinafter referred to as "the generating room") and reminder of the factory building. So far as practicable, all such generating rooms shall be constructed of fire resting materials.
4. Fire extinguisher– An efficient means of extinguishing petrol fires shall be maintained in an easily accessible position near the plant for generation of gas from dangerous petroleum.

5. Plan to be approved by Chief Inspector-cum-Facilitator – Petrol Gas shall not be manufactured except in a plant for generating Petrol Gas, the design and construction of which has been approved by the Chief Inspector-cum-Facilitator.
6. Escape of petrol – Effective steps shall be taken to prevent petrol from escaping into any drain or sewer.
7. Prohibition relating to smoking etc. – No person shall smoke or carry matches, fire, or naked light or other means of producing a naked light or spark in the generating room or building or in the vicinity thereof. A warning notice in the language understood by the majority of the workers shall be pasted in the factory, prohibiting smoking and the carrying of matches, fire, or naked light or other means of producing a naked light or spark into such room or building.
8. Access to petrol or container– No unauthorized person shall have access to any petrol or to a vessel containing or having actually contained petrol.
9. Electric fittings– All electric fittings shall be of flame proof construction and all electric conductors shall either be enclosed in metal conduits or be lead sheathed.
10. Construction of doors:- All doors in the generating room or building shall be constructed to open outwards or to slide and no door shall be locked or obstructed or fastened in such manner that it cannot be easily and immediately opened from the inside while gas is being generated and any person is working in the generating room or building.
11. Repair of containers – No vessel that has contained petrol shall be repaired on a generating room or building and no repairs to any such vessel shall be undertaken unless lie steam has been blown into the vessel and until the interior is thoroughly steamed out orother equally effective steps have been taken to ensure that it has been rendered free from petrol or inflammable vapour.

Schedule - VIII
(See rule 84)
Cleaning or smoothing, roughening, etc., of articles, by a jet of sand metal shot or grit, or other abrasive propelled by a blast of compressed air or steam

1. Definitions – For the purpose of this schedule-
   a) "blasting" means cleaning, smoothing, roughening, or removing of any part of the surface of any article by use as an abrasive of a jet of sand, metal shot or grit or other material, propelled by a blast of compressed air or steam.
   b) "blasting enclosure" means a chamber, barrel, cabinet or any other enclosure designed for the performance of blasting therein,
   c) "blasting chamber" means a blasting enclosure in which any person may enter at any time in connection with any work or otherwise, and
   d) "Cleaning of Casting" where done as an incidental or supplemental process in connection with the making of metal casting, means the freeing of the casting from adherent sand or other substance and includes the removal of cores and the general smoothing of a casting, but does not include the free treatment.
2. Prohibition of sand blasting–
   a) Sand or any other substance containing free silica shall not be introduced as an abrasive into any blasting apparatus and shall not be used for blasting:
   b) Provided further that this clause shall come into force two years after the coming into operation of this schedule:
   c) Provided further that no pregnant woman or young person shall be employed or permitted to work at any operation of sandblasting.

d) Precautions in connection with blasting operations

(i) Blasting shall not be done except in a blasting enclosure and no work other than blasting and any work immediately incidental thereto and cleaning and repairing of the enclosure including the plants and appliances situated therein, shall be performed in a blasting enclosure. The enclosure shall be kept closed and air tight while blasting is being done therein.

(ii) Blasting enclosure shall always be maintained in good condition and effective measures shall be taken to prevent dust escaping from such enclosures, and from apparatus connected therewith, into the air of any room.

(iii) There shall be provided and maintained for and in connection with every blasting enclosure, efficient apparatus for separating, so far as practicable, abrasive which has been used for blasting and which is to be used again as an abrasive, from dust or particles of other materials arising from blasting, and no such abrasive shall be introduced into any blasting apparatus and used for blasting until it has been so separated: Provided that this clause shall not apply, except in the case of blasting chambers, to blasting enclosures, constructed or installed before the coming into force of this schedule, if the Chief Inspector-cum-Facilitator is of opinion that it is not reasonably practicable to provide such separating apparatus.

(iv) There shall be provided and maintained in connection with every blasting enclosure efficient ventilating plant to extract, by exhaust draught effected by mechanical means, dust produced in the enclosure. The dust extracted and removed shall be disposed of by such method and in such manner that it shall not escape into the air of any room; and every other filtering or settling device situated in a room in which persons are employed, other than persons attending to such bag or other filtering or settling device, shall be completely separated from the general air of that room in an enclosure, ventilated to the open air.

(v) The ventilation plant provided for the purpose of sub-paragraph (4) shall be kept in continuous operation whenever the blasting enclosure is in use whether or not blasting is actually taking place therein, and in the case of a blasting chamber, it shall be in operative even when any person is inside the chamber for the purpose of cleaning.

3. Inspection and Examination.-

a) Every blasting enclosure shall be specially inspected by a competent person at least once in every week in which it is used for blasting. Every blasting enclosure, the apparatus connected there with and the ventilating plant, shall be thoroughly examined and in the case ventilating plant, tested by a competent person at least once, in every month.

b) Particulars of the result of every such inspection, examination and test shall forth with be entered in a register which shall be kept in a form approved by the Chief Inspector- cum-Facilitator and shall be available for inspection by any work man, employed in or in connection with blasting in the factory. Any defect found on any such inspection, examination or test shall be immediately reported by the person carrying out the inspection, examination or test to the occupier, manager or other appropriate person and without prejudice to the forgoing requirements of this schedule, shall be removed without delay.

4. Provision of protecting helmets, gauntlets and overalls.-

a) There shall provide and maintained for the use of all persons who are employed in a blasting chamber, whether in blasting or in any work connected therewith or in cleaning such a chamber, protective helmets of a type approved by a certificate of the Chief Inspector-cum-Facilitator and every such persons shall wear the helmet provided for this use while he/she is in the chamber and shall not remove it until he/she is outside the chamber.

b) Each protective helmet shall carry a distinguishing mark indicating the persons by whom it is intended to be used and no person shall be allowed or required to wear a helmet not carrying his mark or a helmet which has been worn by another person and has not since been thoroughly disinfected.

c) Each protective helmet when in use shall be supplied with clean and not unreasonably cold air at a rate of not less than 170 litres per minute.

d) Suitable gauntlets and overalls shall be provided for the use of all persons while performing blasting or assisting at blasting, and every such person shall while so engaged, wear the gauntlet and overall provided.

5. Precautions in connection with cleaning and other work.-

a) Where any person is engaged upon cleaning of any blasting apparatus or blasting enclosure or any apparatus or ventilating plant connected therewith or the surroundings thereof or upon any other work in connection with any blasting enclosure or with any apparatus or ventilating plant connected therewith so that he/she is exposed to the risk or inhaling dust which has arisen from blasting, all practicable measures shall be taken to prevent such inhalation.

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

6. Storage accommodation for protective wear.- Adequate and suitable storage accommodation for the helmets, gauntlets and overalls required to be provided by paragraph 5 shall be provided outside and conveniently near to every blasting enclosure and such accommodation shall be kept clean. Helmets, gauntlets and overalls when not in actual use shall be kept in this accommodation.

7. Maintenance and cleaning of protective wear.- All helmets, gauntlets, overalls and other protective devices or clothing provided and worn for the purpose of this schedule, shall be kept in good condition and sofar as is reasonably practicable shall be cleaned on every week day in which they are used. Where dust arising from the cleaning of such protective clothing or devices is likely to be inhaled, all practicable measures shall be taken to prevent such inhalation. Vacuum cleaners shall, wherever practicable, be used for removing dust from such clothing and compressed air shall not be used for removing dust from any clothing.

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

9. Medical facilities and records of examinations and tests.-

a) The occupier of every factory to which the schedule applies shall-

i) employs a qualified medical practitioner for medical surveillance of the workers employed therein whose appointment shall be subject to the approval of the Chief Inspector-cum-Facilitator;

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

b) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator, which shall be kept readily available for inspection by the Inspector- cum-Facilitator.

10. Medical Examination by the Medical Officer.-

a) Every worker employed in any of the processes to which this schedule applies shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include pulmonary function test and chest X-ray. No worker shall be allowed to work after 15 days of his employment in the factory unless certified fit for such employment by the Medical Officer.

b) Every worker employed in the said processes shall be re-examined by Medical Officer at least once in every 12 Calendar months and such re-examination shall, whenever the Medical Officer considers appropriate include pulmonary function tests and chest X-ray once in every three years.

c) The Medical Officer after examining a worker, shall issue a Certificate of Fitness in FORM VI. The record or examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2) including the nature and the results tests, shall all so be entered by the Medical Officer in health register in FORM-V.

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

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

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

11. Restrictions in employment of young persons.-

a) No person under 18 years of age shall be employed in blasting or assisting at blasting or in any blasting chamber or in the cleaning of any blasting apparatus or any blasting enclosure or any apparatus or ventilating plant connected therewith or be employed on maintenance or repair work at such apparatus, enclosure or plant.

b) No person under 18 years of age shall be employed to work regularly within 20 feet of any blasting enclosures unless the enclosure is in a room and he/she is outside that room where he/she is effectively separated from any dust coming from the enclosure.

12. Power to exempt or relax.-

a) If the Chief Inspector-cum-Facilitator is satisfied that in any factory or any class of factory, the use of sand or other substance containing free silica as an abrasive in blasting is necessary for a particular manufacture or process (other than the process incidental or supplemental to making of metal castings) and that the manufacture or process cannot be carried on without the use of such abrasive or that owing to the special conditions or special method of work or otherwise any requirement of this schedule can be suspended either temporarily or permanently, or can be relaxed without endangering the health of the persons employed or that application of any of such requirements is for any reason impracticable or inappropriate, he/she may, with the previous sanction of the State Government by an order in writing exempt the said factory or class of factory from such provisions of this schedule, to such an extent and subject to such conditions and for such period as may be specified in the said order.

b) Where an exemption has been granted under sub-paragraph (1), acopy of the order shall be displayed at a notice at a prominent place at the main entrance or entrances to the factory and also at the place where the blasting is carried on.

Schedule - IX
(See rule 84)
Liming and Tanning of Raw Hides and Skins and Process Incidental Thereto

1. Cautionary notices-
   a) Cautionary notices as to anthrax in the form specified by the Chief Inspector-cum-Facilitator shall the affixed in prominent positions in the factory where they may be easily and conveniently read by the persons employed.
   b) A copy of warning notice as to anthrax in the form specified by the Chief Inspector-cum-Facilitator shall be given to each person employed when he/she is engaged, and subsequently if still employed, on the first day of each calendar year.
   c) Cautionary notice as to the effects of chrome on the skin shall be affixed in prominent positions in every factory in which chrome solutions are used and such notices shall be so placed as to be easily and conveniently read by the persons employed.
   d) Notices shall be affixed in prominent places in the factory stating the position of the first aid box or cupboard and the name of the person in charge of such box or cupboard.
   e) If any person employed in the factory is illiterate effective steps shall be taken to explain carefully to such illiterate person the contents of the notice specified in sub-paragraphs (1), (2) and (4) and if chrome solutions are used in the factory the contents of the notice specified in sub-paragraph (3).
2. Protective clothing - The occupier shall provide and maintain in good condition the following articles of protective clothing:-
   a) waterproof footwear, leg coverings, aprons and gloves for person employed in processes involving contact with chrome solutions, including the preparation of such solutions;
   b) gloves and boots for persons employed in lime yard; and
   c) waterproof footwear, aprons and gloves for persons employed in processes involving the handling of hides or skins, other than in processes specified in clauses (a) and (b) above:

      Provided that the gloves, aprons, leg coverings or boots, may be of rubber or leather, if the gloves and boots to be provided under sub-paragraph (a) and (b) shall be of rubber:

      Provided further that the gloves may not be provided to persons fleshing by hand or employed in processes in which there is no risk of contact with lime, sodium sulphide or other caustic liquor.
3. Washing facilities, mess room and cloak room. – There shall be provided and maintained in a clean state and in good repair for the use of all persons employed-
   a) a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow of at least 60 centimetres for every ten persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 cm; or at least one wash basin for every ten such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of water; together within either case, a sufficient supply of nail brushes, soap or other suitable cleansing materials, and clean towels;
   b) asuitable mess-room, adequate for the number remaining on the premises during the meal intervals, which shall be furnished with sufficient tables and benches and adequate means for warming food and boiling water. The mess-room shall,-
      i. be separate from any room or shed in which hides or skins are stored, treated or manipulated;
      ii. be separate from the cloak-room and (3) be placed under the charge of a responsible person;
      iii. be placed under the charge of a responsible person; and

c) suitable accommodation so for clothing put off during working hours and another accommodation for protective clothing and also adequate arrangements for drying up the clothing in both the cases, if wet.
The accommodation so provided shall be kept clean at all times and placed under the charge of a responsible person.

4. Food, drinks, etc., prohibited in workrooms– No food, drink, pan and superior tobacco shall be brought into or consumed by any worker in any work room or shed in which hides or skins are stored, treated or manipulated.
5. Medical facilities and records of examinations and tests.-
   a) The occupier of every factory to which the schedule applies shall-
      i. employ a qualified medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator;
      ii. provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a);
      iii. arrange for inspection of the hands of all the persons keeping in contact with chromium substances to be made twice a week; and
      iv. provide, maintain, and supply suitable ointment and plaster in a box readily accessible to the workers and solely used for the purpose of keeping the ointment and the plaster.
   b) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
6. Medical Examination by the Medical Officer.-
   a) Every worker employed in any of the processes to which this schedule applies shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include skin test for dermatoses and detection of anthrax bacillus from local lesion by gram stain. No worker shall be allowed to work after 15 days of his employment in the factory unless certified fit for such employment by the Medical Officer.
   b) Every worker employed in the said processes shall be re-examined by Medical Officer at least once in every 12 calendar months. Such re-examination shall, whenever the Medical Officer considers appropriate, include testes specified in sub-paragraph (1).
   c) The Medical Officer after examining a worker, shall issue a Certificate of fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2), including the nature and the results tests, shall all so be entered by the Medical Officer in Health register in Form-V.
   d) The Certificate of Fitness and the Health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
   e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said persons is unfit for work in the said processes. The persons so suspended from the process shall be provided with alternative placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.

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

Schedule - X
(See rule 84)
Printing press and type foundries and certain lead process carried on therein

1. Definition – For the purpose of this schedule.-
   a) "lead material" means material containing not less than five percent of lead;
   b) "lead process" means–
      (i) the melting of lead or any lead material for casting and mechanical composing;
      (ii) the re-charging of machines with used lead material; or
      (iii) any other work including removal of dross from melting pots, cleaning of plungers; and
      (iv) manipulation movement or other treatment of lead material.
   c) "Efficient exhaust draught" means localised ventilation effected by heat or mechanical means for the removal of gas, vapour, dust or fumes so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove gas, vapour, fume or dust at the point where they originate.
2. Exhaust draught.-
   a) None of the following process shall be carried on except with an efficient exhaust draught, unless carried on in such a manner as to prevent free escape of gas, vapour, fumes or dust into any place in which work is carried on, or unless carried on in electrically heated and thermostatically controlled melting pots:-
      (i) melting lead material or slugs; and
      (ii) heating lead material so that vapour containing lead is given off.
   b) Such exhaust draught shall be affected by mechanical means and so contrived as to operate on the dust, fumes, gas or vapour given off as closely as may be at its point of origin.
3. Prohibition relating to women and young persons – No women or young person shall be employed or permitted to work in any lead process.
4. Separation of certain process .– Each of the following process shall be carried on in such a manner and under such conditions as to secure effectual separation from one another and from any other process –
   a) melting of lead or any lead material;
   b) casting of lead ingots; and
   c) mechanical composing.
5. Container for dross – A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting pot. Such receptacle shall be kept covered while in the work room near the machine except when the dross is being deposited therein.
6. Floor of work-room – The floor of every work-room where lead process is carried on shall be–
   a) of cement or similar material so as to be smooth and impervious to water;
   b) maintained in sound condition; and
   c) shall be cleansed throughout daily after being thoroughly damped with water at a time when no other work is being carried on at the place.
7. Mess-room – There shall be provided and maintained for the use of all persons employed ina lead process and remaining on the premised during the meal intervals, a suitable mess room which shall be furnished with sufficient tables and benches.

8. Washing facilities. – There shall be provided and, maintained in a clean state and in good repair for the use of all persons employed on a lead process
   a) a wash place with either-
      (i) a trough with smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 60 centimetres for every five such persons employed at any one time and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 cm; or
      (ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having an adequate supply of water laid on or always readily available; and
   b) a sufficient supply of clean towels made of suitable material renewed daily with sufficient supply of soap or other suitable cleaning material.
9. Food, drinks, etc., prohibited in work rooms.– No food, drink, pan and superior tobacco shall be consumed or brought by any worker into any work room in which any lead process is carried on.
10. Medical facilities and records of examination and tests.-
   a) The occupier of every factory to which the schedule applies shall-
      (i) Employ a qualified medical practitioner for medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator.;
      (ii) Provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).
   b) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator, which shall be kept readily available for inspection by the Inspector- cum-Facilitator.
11. Medical Examination by the Medical Officer.-
   a) Every worker employed in a lead process shall be examined by the Medical Officer within 15 days of his first employment. Such examination shall include tests for lead in urine and blood, ALA in urine, haemoglobin, stippling of cells and steadiness test. No worker shall be allowed to work after 15 days of his employment in the factory unless certified fit for such employment by the Medical Officer.
   b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every 6 calendar months. Such re-examination shall, whenever the Medical Officer considers appropriate, include tests as specified in sub-paragraph (1).
   c) The Medical Officer after examining a worker shall issue a Certificate of fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the Medical Officer in a health register in Form-V.
   d) The Certificate of Fitness and the health registers shall be kept readily available for inspection by the Inspector-cum-Facilitator.
   e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facilities unless he/she is fully in capacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.

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

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

Schedule - XI
(See rule 84)
Manufacture of Pottery

1. Savings.- These provisions shall not apply to a factory in which any of the following articles, but no other pottery, are made:-
   a) unglazed or salt glazed bricks and tiles; and
   b) Architectural terra-cotta made from plastic clay and either unglazed or glazed with a leadless glaze only.
2. Definitions. – For the purpose of this schedule-
   a) "pottery" includes earthenware, stoneware, porcelain, China tiles and any other articles made from clay or from mixture containing clay and other materials such as quartz, flint, feldspar and gypsum;
   b) "efficient exhaust draught" means localized ventilation effected by mechanical or other means for the removal of dust or fume so as to prevent from escaping into air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove effectively dust or fume generated at the point where dust or fume originates;
   c) "fettling" includes scalping, towing, sand papering, sand sticking, brushing or any other process of cleaning or pottery ware in which dust is given off;
   d) "leadless glaze" means a glaze which does not contain more than one percent of its dry weight, of a lead compound calculated as lead monoxide;
   e) "low solubility glaze" means a glaze which does not yield to dilute hydrochloric acid more than five percent of its dry weight of a soluble lead compound calculated as lead monoxide when determined in the manner described below:

      A weighed quantity of the material which has been dried at 100 degrees centigrade and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 percent by weight hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate;
   f) "ground or powered flint or quartz" does not include natural sands; and
   g) "potter's shop" includes all places where pottery is formed by pressing or by any other process and all places where shaping, fettling or other treatment of pottery articles prior to placing for the biscuit fire is carried on.
3. Efficient exhaust draught. – The following processes shall not be carried on without the use of an efficient draught: –
   a) all processes involving the manipulation or use of a dry and unfretted lead compound:
   b) fettling operations of any kind, whether on greenware or biscuit, provided that this shall not apply to the wet fettling, and to the occasional finishing of pottery articles without the aid of mechanical power;

c) shifting of clay dust or any other material for making tiles or other articles by pressure, except where-
   (i) this is done in a machine so enclosed as to effectually prevent the escape of dust; or
   (ii) the material to be sifted is so damp that no dust can be given off.
d) pressing of tiles from clay dust, an exhaust opening being connected with each press, and pressing from clay dust of articles other than tiles; unless the materials is so damp that no dust is given off:
e) the fettling of tiles made from clay dust by pressure, except where the fettling is down wholly on, or with, damp material, and fettling of other articles made from clay dust, unless the materials is so damp that no dust is given off;
f) process of loading and unloading of saggars were handling and manipulation of ground and powered flint, quartz alumina or other materials are involved;
g) brushing of earthenware biscuit, unless the process is carried on in a room provided with efficient general mechanical ventilation or other ventilation which is certified by the Inspector-cum-Facilitator of Factories as adequate, having regard to all the circumstances of the case;
h) fettling of biscuit ware which had been fires in powered flint or quartz except where this is done in machines so enclosed as to effectually prevent the escape of dust;
i) ware cleaning after the application of glaze by dipping or other process;
j) crushing and dry grinding of materials for pottery bodies, and saggars, unless carried on in machines so enclosed as to effectually prevent the escape of dust or is so damp that no dust can be given off.;
k) sieving or manipulation of powered flint, quartz, clay, grog or mixture of these materials unless it is so damp that no dust can be given off;
l) grinding of tiles on a power-driven wheel unless an efficient water spray is used on the wheel;
m) lifting and conveying of materials by elevators and conveyors unless they are effectively enclosed and so arranged as to prevent escape of dust into air in or near to any place on which persons are employed.
n) Preparation or weighing out of flow material, lining of dry colours, colour dusting and colour blowing.
o) mould making unless the bins or similar receptacles used for holding plaster of Paris are provided with suitable covers; and
p) Manipulation of calcined material unless the material has been made and remains so wet that no dust is given off.

4. Separation of processes- Each of the following processes shall be carried on in such a manner and under such conditions so as to secure effectual separation from one another, and from other wet processes:-
   a) crushing and dry grinding or sieving of materials, fettling, pressing of tiles, drying of clay and greenware, loading and unloading of saggars; and
   b) all processes involving the use of a dry lead compound.
5. Prohibition on use of glaze.- No glaze which not a leadless glaze or a low solubility glaze shall be used in factory in which pottery is manufactured.
6. Prohibition relating to women and young persons.- No woman or young person shall be employed or permitted to work in any of the operations specified in paragraph 4, or at any place where such operations are carried on.
7. Provision of screen to potter's wheel.- The potter's wheel (Jolly and Jigger) shall be provided with screens or so constructed as to prevent clay scrapings being thrown off beyond the wheel.
8. Control of dust during cleaning.-
   a) All practical measures shall be taken by damping or otherwise to prevent dust arising during cleaning of floors.

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

9. Floor or certain works rooms.- The floors of potter's shops, slips houses, dipping houses and ware cleaning rooms shall be hard, smooth and impervious and shall be thoroughly cleaned daily by an adult male using a moist method.

10. Protective equipment.-
    a) The occupier shall provide and maintain suitable overalls and head covering for all persons employed in process employed in process included under paragraph 3.
    b) The occupier shall provide and maintain suitable aprons of water proof or similar material, which can be sponged daily, for the use of the dippers, dippers' assistants, throwers, jolly workers, casters, would makers and filter press and pug mill workers.
    c) Aprons provided in pursuance of paragraph 10 (2) shall be thoroughly cleaned daily by the wearers by sponging or other wet process. All overalls and head coverings shall be washed, cleaned and mended at least once a week, and this washing, cleaning or mending shall be provided for by the occupier.
    d) No person shall be allowed to work in emptying sacks of dusty materials, weighing out and mixing of dusty materials and charging of ball mills and plungers without wearing a suitable and efficient dusk respirator.

11. Washing facilities - The occupier shall provide and maintain, in a clean state and in good repair for the use of all persons employed in any of the processes specified in paragraph 3.
    a) a wash place under cover, with either-
        (i) at rough with smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 60 centimetres for every 5 such persons employed at any one time, and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 60 centimetres; or
        (ii) at least one tap or stand pipe for every five such persons employed at any one time, and having a constant supply of clean water, the tap or stand pipe being spaced not less than 120 cm a part; and
    b) a sufficient supply of clean towels made of suitable material charged daily, with sufficient supply of nail brushes and soap.

12. Time allowed for washing - Before each meal and before the end of the day's work, at least ten minutes, in addition to the regular meal times, shall be allowed for washing to each person employed in any of the processes mentioned in paragraph 3.

13. Mess room.-
    a) There shall be provided and maintained foruse of all persons remaining within the premises during the rest interval, a suitable messroom providing accommodation of 0.93 square meter per head and furnished with-
        (i) a sufficient number of tables and chairs or benches with back rest;
        (ii) arrangement for washing utensils;
        (iii) adequate means for warming food; and
        (iv) adequate quantity of drinking water.
    b) The room shall be adequately ventilated by the circulation of fresh air and placed under the charge of a responsible person and shall be kept clean.

14. Food, drinks etc., prohibited in work-rooms- No food, drink, pan and supari or tobacco shall be brought into, or consumed by any worker in any workroom in which any of the processes mentioned in paragraph 3 are carries on and no person shall remain in any such room during intervals for meals or rest.

15. Cloak room, etc.- There shall be provided and maintained for the use of all persons employed in any of the processes mentioned in paragraph 3-
    a) a cloak-room for clothing put off during working hours and such accommodation shall be separated from any mess room; and
    b) separate and suitable arrangements for the storage of protective equipment provided under paragraph 10.
16. Medical facilities and records of examination and tests.-
    a) The occupier of every factory to which the manufacture or pottery is carried, on shall-
        (i) employ a qualified medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator of Factories.
        (ii) Provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).
    b) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
17. Medical Examination by the Medical Officer.-
    a) Every worker employed in any process mentioned under paragraph 3, shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include tests for lead in urine and blood. ALA in urine, haemoglobin content, stippling of cells and pulmonary function tests and chest X-ray for workers engaged in process mentioned in clauses 9(a) and (n) of paragraph 3 and pulmonary function tests and chest X-rays for the others. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) All persons employed in any of the process, include under sub-paragraphs 3 (a) and 3 (n) shall be examined by a Medical Officer once in every calendar month. Those employed in any other process mentioned in the remaining sub-paragraphs of paragraph 3 shall be examined by a Medical Officer once in every 12 calendar months. Such examinations in respect of all the workers shall include all the test as specified sub-paragraph (1) except chest X-ray which will be once in 3 years.
    c) The Medical Officer after examining a worker shall issue Certificate of Fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2) including the nature and the results of the tests shall also be entered by the Medical Officer in a health register in FORM-V.
    d) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.

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

18. Exemption – If in respect of any factory the Chief Inspector-cum-Facilitator of Factories is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he/she may by a certificate in writing exempt such factory from all or any of such provisions, subject to such conditions as he/she may specify therein. Such certificate may at any time be revoked by the Chief Inspector-cum-Facilitator without assigning any reasons.

Schedule - XII
PART 1
(See rule 84)
Chemical Works

1. Application.- This schedule shall apply to all manufacture and process incidental thereto carried on chemical works.
2. Definitions.- For the purpose of this schedule-
   a) "chemical works" means any factory or such parts of any factory as are listed in Appendix 'C' to this Schedule.
   b) "efficient exhaust draught" means localised ventilation effected by mechanical or other means for the removal of gas, vapour, fumeor dust to prevent it from escaping into the air of any place in which works is carried on.
   c) "bleaching powder" means the bleaching powder commonly called chloride of lime;
   d) "chlorate" means chlorate or per chlorate.
   e) "caustic" means hydroxide of potassium or sodium.
   f) "chrome process" means the manufacture of chromate or bichromate of potassium or sodium, or the manipulation, movement or other treatment of these substances;
   g) "nitro or amino process" means the manufacture of nitro or amino derivatives of phenol and of benzene or its homologues, and the making or explosives with the use of any of these substances.
   h) the term "permit to work system" means the compliance with the procedures laid down under para 20 of part II.
   i) "toxic substances" means all those substances which when they enter into the human body, through inhalation or ingestion or absorption through skin in sufficient quantities cause fatality exert serious affliction of health or chromic harmful effects on the health of persons exposed to it due its inherent chemical or biological effects. In respect to substances whose TLV is specified in Rule exceeding the concentration specified therein wood made the substance toxic;
   j) "emergency" means a situation or condition leading to a circumstance or set of circumstances in which there is danger to the life or health of persons or could result in big fire or explosion or pollution to the work and outside environment, affecting the workers or neighbourhood in a series manner, demanding immediate action;
   k) "dangerous chemical reactions" means high speed reactions, run-away reactions, delayed reactions, etc., and are characterized by evolution of large quantities of heat, intense, release of toxic or flammable gases or vapours, sudden pressure build-up etc.,
   l) "manipulation" means mixing, blending, filling, emptying, grinding, sieving, drying, packing, sweeping, handling, using etc.,

m) "appropriate personal protective equipment" means items of personal protective equipment conforming to the relevant ISI specifications or in the absence of it, personal protective equipment approved by the Chief Inspector-cum-Facilitator of factories;
n) "appropriate personal protective equipment" means that when the protective equipment is used by the worker, he/she shall have no risk to his life or health or body; and
o) "confined space" means any space by reason of its construction as well as in relation to the nature of the work carried on therein and where hazards to the persons entering into or working inside exist or are likely to develop during working.

PART II
General Requirements
Applying to all the works in Appendix "C"

1. Housekeeping.
   (i) Any spillage of materials shall be claimed up before further processing.
   (ii) Floors, platforms, stairways, passages and gangways shall be kept free of any obstructions.
   (iii) They shall be provided easy means of access to all parts of the plant to facilitate cleaning.
2. Improper use of chemicals.- No chemicals or solvents or empty containers containing chemical or solvents shall be permitted to be used by workers for any purposes other than in the processes for which they are supplied.
3. Prohibition on the use of food, etc., - No food, drink, tobacco, pan or edible item shall be stored or heated or consumed or on nearby part of the plant or equipment.
4. Cautionary Notices and Instructions
   (i) Cautionary notices in a language understood by the majority of the workers shall be prominently displayed in all hazardous areas drawing the attention of all workers about the hazards to health, hazards involving fire and explosion and any other hazards such as consequences or testing of material of substances used in the process or using any contaminated container for drinking or eating, to which the workers attention should be drawn for ensuring the safety and health.
   (ii) In addition to the above cautionary notice, arrangement shall be made to instruct educate are the workers including illiterate workers about the hazards in the process including the specific hazards to which they may be exposed to, in the normal course their work. Such instructions and education should also deal with the hazards involved in authorized and unsafe practices including the properties of substances used in the process under normal conditions as well as abnormal conditions and the precaution to be observed against each and every hazard. Further an undertaking from the workers shall be obtained within one month of their employment and for old workers employed within one month of coming in to operation of the rules, to the effect that they have read the contents of the cautionary notice and instructions, understood them and would abide them. The training and instructions to all workers and all supervisory personnel shall include the significance of different types of symbols and colours used on the label struckor painted on the various types containers and pipe lines.
5. Evaluation and provision of safe guards for the commencement of process
   (i) Before commencing any process or any experimental work, or any manufacture covered under Appendix "C", the occupier shall take all possible steps to ascertain definitely all the hazards involved both from the actual operations and the chemical reactions including the dangerous chemical reactions. The properties of the raw materials used, the final products to be made and any by-products derived during manufacture, shall be carefully studied and provisions shall be made for dealing with any hazards including effects on workers which may occur during manufacture.

(ii) Information in writing, giving details of the process its hazards and the steps taken or proposed to be taken from the design stage to disposal stage for ensuring the safety as in sub-paragraph (1) above should be sent to the Chief Inspector-cum-Facilitator at the earliest but in no case less than 15 days before commencing manufacture, handling or storage of any of items covered under Appendix "C", whether on experimental basis, or as pilot plant or as trail production or as large scale manufacture.

(iii) The design, Construction, installation, operator maintenance and disposal of the buildings, plant and facilities shall take into consideration effective safe guards against all the safety and health hazards so evaluated.

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

6. Authorised entry. - Authorized persons only shall be permitted to enter any section of the factory or plant were any dangerous operations or processes are being carried on or where dangerous chemical reaction are taking place or were hazards chemicals are store.

7. Examination of instruments and safety devices.

(i) All instruments safety devices use in the process shall be tested before taking into use and after carried out any repair to them and examined once in a month, by a competent person. Records of such tests and examinations shall be maintained in a register.

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

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

9. Handling and storage of chemicals.

(i) The containers for handling and storage of chemicals shall be of adequate strength taking into consideration the hazardous nature of the contents. They shall also be provided with adequate labelling and colour coding arrangements to enable identification of the containers and their contents indicating the hazards and safe handling methods and shall conform to the respective ISI standards. The instructions given in the label shall be strictly adhered to. Damaged containers shall be handled only under supervisions of a knowledgeable and responsible person and spillage shall be rendered innocuous in a safe manner using appropriate means.

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

(iii) Without prejudice to the generality of the requirements in sub paragraph (2) above, the arrangement shall have suitable ventilation facilities and shall enable the maintenance of safe levels in vessels and containers. Such arrangement shall also take into consideration, the type of flooring and the capacity of flooring and the compatibility requirements of substance with other chemical stored nearby.

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

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

c) Notwithstanding any thing contained inclause 9 (a) and (b) above the Chief Inspector-cum-Facilitator of Factories may direct any factory carrying out process covered in Appendix "C" to further limit the storage of hazardous substances to quantity less than two months of consideration of safety.

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

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

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

11. Personnel protective equipment

(i) All workers exposed to the hazards in the process covered by this schedule shall be provided with appropriate and approved type of personal protective equipment. Such equipment shall be in a clean, sterile and hygienic condition before issue.

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

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

12. Alarm System.

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

(ii) The Chief Inspector-cum-Facilitator of Factories may direct such system to be installed in case of plants or processes where toxic materials are being used and spillage of leakage of which may cause wide spread poisoning in or around the plant.

13. Control of escape of substance in to the work atmosphere

(i) Effective arrangements such as, enclosure or by-pass, or efficient exhaust drought, maintained of negative pressure etc., shall be provided in all plants, containers, vessels, sewers, drains, flues, ducts, culverts and buried pipes and equipment to control the escape and spread of substances which are likely to give rise to fire or explosion or toxic hazards during normal working and in the event of accident or emergency.

(ii) In the event of the failure of the arrangements for control resulting in the escape of substance in the work atmosphere immediate steps shall be taken to control the process in such a manner, that further escape is brought down to the safe level.

(iii) The substances that would have escaped into the work atmosphere before taking immediate steps as required in sub-paragraph (2), shall be rendered innocuous by diluting with air or water or any other suitable agent or by suitably treating the substances.

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

15. Testing, examination and repair of plant and equipment.
    a) All parts of plant, equipment and machinery use in the process which in the likely event of their failure may give rise to an emergent situation shall be tested by a competent person before commencing process and retested at an interval of two years or after carrying out repairs to it. The competent person shall identify the parts of the plant, equipment and machinery required to be tested as aforesaid and evolve a suitable testing procedure. In carrying out the test as mentioned above in respect of pressure vessels or reaction vessels the following precautions shall be observed, namely:-
        (i) before the test is carried out, each vessel shall be thoroughly cleaned and examined externally, and as far as practicable, internally also for surface defects, corrosion and foreign matter. During the process of cleaning and removal of sludge, if any, all due precautions shall be taken against fire or explosion, of such sludge is of pyrophoric nature or contains spontaneous combustible chemicals;
        (ii) as soon as the test is completed, the vessel shall be thoroughly dried internally and shall be clearly stamped with the marks and figures indicating the person by whom testing has been done and the date of test; and any vessel which fails to pass the test or whichf or any other reason is found to be unsafe for use shall be destroyed or rendered unusable under intimation to the Chief Inspector-cum- Facilitator.
    b) All parts of plant, equipment, machinery which in the likely event of failure may give rise to an emergent situation shall be examined once in a month by the competent person.
    c) Records of testing and examination referred to in paragraph (1) and (2) shall be maintained as long as that part of the plant, equipment and machinery are in use.
    d) All repair work including alteration, modification and addition to be carried out to the plant equipment and machinery shall be done under the supervision of a responsible person who shall evolve a procedure to ensure safety and health of persons doing thework. When repair or modification is done on pipe lines, and joints are required to be welded, but welding joints shall be preferred. Wherever necessary the responsible person shall regulate the aforesaid work through a "permit to work system".
16. Staging.
    a) All staging that is created for the purpose of maintenance work or repair work or for work connected with entry into confined spaces and used in the processes included in Appendix "A" shall be stable rigid and constructed out of substantial material of adequate strength. Such staging shall conform to the respective Indian Standard Specifications.
    b) Staging shall not be erected over any closed or open vessel unless the vessel is so constructed and ventilated to prevent exposure of persons working on the stage
    c) All the staging constructed for the purpose of this para shall have appropriate access which are safe and shall be fitted with proper handrails to a height of 1metre and to be board.
17. Seating arrangements.- The seating arrangements provided for the operating personal working in process covered in Appendix "A" shall be located in the safe manner as to prevent the risk of exposure to toxic, flammable and explosive substances evolved in the work environment in the course of manufacture or repair or maintenance, either due to failure of plant and equipment or due to the substances which are under pressure, escaping into the atmosphere.
18. Entry into or working confined spaces
    a) The occupier of every factory to which the provisions of this schedule apply, shall ensure the observance of the following precautions before permitting any person to enter or work inside the confined spaces.

(i) identify all confined spaces and the nature of hazards that are encountered in such spaces, normally or abnormally, and arrange to develop the most appropriate safeguards for ensuring the safety and the health of persons entering into or working inside, the confined spaces;
(ii) regulate the entry or work inside the confined spaces through a "permit to work system" which should include the safeguard to developed as required under sub clause (a) above;
(iii) before testing the confined space for entry into or work, the place shall be rendered safe by washing or cleaning with neutralizing agents; or purging with steam inert gases and making adequate forced ventilation arrangements or such measure which will render the confined space safe;
(iv) shall arrange to carry out such test as are necessary for the purpose by a competent person and ensure that the confined space is safe for the persons to enter or work. Such testing shall be carried out as often as is necessary during the course of work to ensure its continued safety;
(v) shall arrange to educate and train the personnel who would be required to work in confined spaces about the hazards involved in the work. He shall also keep in readiness the appropriate and approved personal protective equipment including arrangements for rescue, resurrection and first-aid, and shall arrange supervision of the work at all times by a responsible and knowledgeable person.

b) The manager shall maintain a log of all entry into or work in confined spaces and such record shall contain the details of persons assigned for the work, the locations of the work and such other details would have a bearing on the safety and health of the persons assigned for this work. The law book so maintain shall be retained as long as the concerned workers are in service and produced to the Inspector-cum-Facilitator when demand.

19. Maintenance works etc.,
a) All the work connected with the maintenance of plants and equipment including cleaning of empty containers which have held hazardous substances used in the process covered in this Schedule, shall be carried out under "permit to work system" employing trained personnel and under the supervision of responsible person, having knowledge of the hazards and precaution required to deal with them.
b) Maintenance work shall be carried out in such manner that there is risk to persons in the vicinity or to persons who pass by. If necessary, the place of such work shall be condoned off or the presence of unconnected persons effectively controlled.

20. Permit to work system. -The permit to work system shall inter-alia include the observance of the following precautions while carrying out any specified work to be subjected to the permit to work system-
a) all work subject to the permit to work system shall be carried out under the supervision of a knowledgeable and responsible person.
b) all parts of plant or machinery or equipment on which permit to work system is carried out shall remain isolated from other parts throughout the period of permit to work and the place of work including the parts of plant may, machinery shall be rendered safe by cleaning, purging, washing etc,
c) all work subject to the permit to the work system shall have predetermined work procedures which integrate safety with the work. Such procedure shall be reviewed whenever any change occurs in material or equipment so that continued safety is ensured;
d) persons who are assigned to carry out the permit to work system shall be physically fit in all respect taking into consideration the demand and nature of the work before entering into the confined space. Such person shall be adequately informed about the correct work procedures as well as the precautions to be observed while carrying out the permit to work system;

e) adequate rescue arrangements wherever consider necessary and adequate first-aid, rescue and resurrection arrangements shall be available in good working condition near the place of work while carrying out the permit to work system, for use in emergency.
f) appropriate and approved personal protective equipment shall be used while carrying out the "permit to work system".
g) after completion of work subject to the "permit to work system", the person responsible shall remove all the equipment and tools and restore to the original condition so as to prevent any danger while carrying out regular process.

21. Safety sampling personnel.- The occupier shall ensure the safety of persons assigned for collecting sample by instructing them on the safe procedures. Such personnel shall be provided with proper and approved personnel protective equipment, if required.
22. Ventilation.- Adequate ventilation arrangements shall be provided and maintained at all times in the process area where dangerous or toxic or flammable or explosive substances could be evolved. These arrangements shall ensure that concentrations, which are either harmful or could result in explosion, are not permitted to be build up in the work environment.
23. Procedure for meeting emergencies
    a) The occupier for every factory carrying out the works covered in Appendix "C" shall arrange to identify all types of possible emergencies that could occur in the process during the course of work or while carrying out maintenance work or repair work. The emergency is so identified shall be reviewed every year.
    b) The occupier shall formulate a detailed plan to meet all such identified emergencies including arrangements for summoning outside help for rescue and firefighting arrangements for making available urgent medical facilities.
    c) The occupier shall send the list of emergencies and the details of procedures and plants formulated to meet the emergencies to the Chief Inspector-cum-Facilitator of Factories.
    d) The occupier shall arrange to install distinctive and recognizable warning arrangements to caution all persons inside the plant as well as the neighbouring community, if necessary, to enable evacuation of persons and to enable the observance of emergency procedures by the persons who are assigned emergency duties. All concerned must well
    e) informed about the warning arrangements and there meaning. The arrangements must be checked for its effectiveness every month.
    f) Alternate power supply arrangements shall be made and interlocked with the normal power supply system so as to ensure constant supply of power to the facilities and equipment meant for compliance with requirements of paragraph 10, 11, 12, 13, 14, 18, 22 and this paragraph of part II, part III, part IV and Part V of this schedule.
    g) The occupier shall arrange to suspend further process work in a place where emergency is established and shall forthwith evacuate all persons in that area except workers who have been assigned emergency duties.
    h) All the employees of the factory shall be trained about the action to be taken by them including evacuation procedures during emergencies.
    i) All emergency procedures must be rehearsed every three months and deficiencies, if any, in the achievement of the objectives shall suitably be corrected.
    j) The occupier shall arrange to have ten percent of the workers trained in the use of First Aid Fire Fighting appliances and in the rendering of specific First Air measures taking in to consideration the special hazards of the particular process.
    k) The occupier shall furnish immediately on request the specific chemical identity of the hazardous substances to the treating physician when the information is needed to administer proper emergency or first aid treatment to exposed persons.

24. Danger due to effluent.
    a) Adequate precautions shall be taken to prevent the mixing of effluents from different processes and operations which may case may dangerous or poisonous gases to beevolved.
    b) Effluents which contain or give rice in the presence of other effluents to poisonous gases shall be provided with independent drainage systems to ensure that they may be trapped and rendered shape.

PART- III
(See rule 84)
Fire and Explosion risks

1. Source of ignition including lighting installation
    a) No internal combustion engine and no electric motor or other electric equipment and fitting mixtures capable of generating sparks or otherwise causing combustion or any other sources of ignition or any naked light shall be installed or permitted to be used in the process area where there could be fire and explosion hazards.
    b) All hot exhaust pipes shall be installed outside a building and other hot pipes or hot surface or surfaces likely to become hot shall be suitably protected.
    c) The classification of work area in terms of its hazard potential and the selection of electrical equipment or other equipment that could constitute a source of ignition shall be in accordance with the respective Indian standard.
    d) Where a flammable atmosphere may be prevalent or could occur, the soles of food wear worn by workers shall have no metal on them, and the wheels of trucks or conveyors shall be conductive type.
    e) All tools and appliances used for work in this area shall be of non-sparking type.
    f) Smoking in processes areas where there are risks of fire and explosion shall be prohibited and warning notices in the language understood by majority of workers shall be pasted in the factory prohibiting, smoking into specified areas.
2. Static Electricity.
    a) All machinery and plant, particularly, pipe lines and belt drives, on which static charge is likely to accumulate, shall be effectively earthed. Receptacles for inflammable liquid shall have metallic connections to the earthed supply tanks to prevent static sparking. Where necessary, humidity shall be regulated.
    b) Mobile tanker wagons shall be earthed during filling and discharge, and precautions shall be taken to ensure that earthing is effective before such filling or discharge takes place.
    c) Lighting protection- Lighting protection arrangement shall be fitted where necessary, and shall be maintained.
    d) Process heating.- The method of providing heat for a process likely to result in fire and explosion shall be as safe as possible and where the use of naked flame is necessary, the plant shall be so constructed as to prevent any escaping flammable gas, vapour or dust from coming into contact with the flame, or exhaust gases, or other sources likely to cause ignition. Wherever possible, the heating arrangement shall be automatically controlled at a predetermined temperature below the danger temperature.
3. Leakage of flammable liquids
    a) Provision shall be made to confine by means of bund walls, dykes, sumps etc., possible leakages from storage vessels containing flammable liquids.
    b) Waste material in contact with flammable substances shall be disposed off suitably under the supervision of knowledgeable and responsible person.

c) Adequate and suitable fire –fighting appliances shall be installed in the vicinity of such vessels.

4. Safety Valves.-Every still and every closed vessel in which gas is evolved or in to which gas is passed and in which the pressure is liable to rise above the atmospheric pressure, shall have attached to it a pressure gauge, and aproper safety valve or other equally efficient means to relive the pressure. These appliances shall be maintained in good condition.
5. Installation of pipe line etc.- All pipe lines carrying flammable or explosive substances shall be protected from mechanical damage and shall be examined by a responsible person once in week to detect any deterioration or defects, or accumulation of flammable or explosive substances, and record kept of any defects found and repairs made.
6. Firefighting system.
   a) Every factory employee 500 or more persons and carrying out process listed in Appendix "C" shall provide.
   b) Trained and responsible firefighting squad as to effectively handle the fire fighting and lifesaving equipment in the event of fire or another emergency. Number of persons in this squad will necessarily depend upon the side of risk involved, but no case shall be less than eight such trained persons to be available at any time. The squad shall consist of watch and ward personnel, fire pumpman and departmental supervisors and operators trained in the operation of fire and emergency services.
   c) Squad leaders shall preferably be trained in a recognised government institution and their usefulness enhanced by providing residence on thepremises.
   d) Squad personnel shall be provided with clothing and equipment including helmets, boots and belts.
7. A muster roll showing the duties allocated to each member of the squad shall be prepared and copies supplied to each leader as well as displayed in prominent placesso as to be easily available for reference in case of emergency.
8. The pumpman shall be thoroughly conversant with the location of all appliances. He shall be responsible for maintaining all firefighting equipment in proper working order. Any defect coming to his notice shall be immediately be brought to the notice of squad leader.
9. Asfarasis practicable, the fire pump from the main gate(s) of the factory shall be connected to all manufacturing or storing areas through telephone, interlinked and placed in a convenient location near such area.

PART- IV
(See Rule 84)
Risks of Toxic Substances

1. Leakage.
   a) All plants shall be so designed and constructed as to prevent the escape of toxic substance. Where necessary, separate building rooms or protective structures shall be used for the dangerous stages of the process and the building shall be so designed as to localise any escape of toxic substances.
   b) Catch pits, bunt walls, dykes, or other suitable safe guards shall be provided to restrict the serious effects in such leakages. Catch puts shall be placed below joints in pipelines where there is danger involved to maintenance and other workers from such leakage.
2. Drainage.-Adequate drainage shall be provided and shall lead to collection tanks specifically provided for this purpose where in deleterious material shall be neutralised, treated or otherwise rendered safe before it is discharged into public drains or sewers.

3. Covering of vessels.-
   a) Every fixed vessel or structure containing any toxic substances and not so covered as to eliminate all reasonable risk of accidental contact of anyportion of thebody of a worker, shall be so constructed as to avoid physical contact.
   b) Such vessel shall, unless its edge is at least 90 centimeters above the adjoining ground or platform, be securely fenced to a height of at least 90 centimeters above such adjoining ground or platform.
   c) Where such vessels adjoin and the space between them clear of any surrounding brick or other work is either less than 45 centimeters in width or 45 or more centimetres in width, but is not securely fenced on both sides to a height of at least 90 centimeters, secure barriers shall be so placed as to prevent passage between them.

      Provided that sub-paragraph 92 of this paragraph shall not apply to –
      (i) saturators used in the manufacture of sulphate of ammonia; and
      (ii) that part of the sides of brine evaporating pans which require raking, drawing or filling.
4. Continuous exhaust arrangement.-
   a) Any process evolving toxic vapour, gas, fume and substance shall have efficient continuous exhaust draught, such arrangement, shall be interlocked in the process control wherever possible.
   b) In the event of failure of continuous exhaust arrangement means shall be provided to automatically stop the process
5. Workbench.- All the work benches used in process involving the manipulation of toxic substances, shall be graded properly and shall be made of smooth impervious surface which shall be washed daily after the completion of work.
6. Waste disposal.-
   a) There shall be provided in suitable receptacle made of non-absorbable material with a tightly fitting cover for depositing waste material soiled with toxic substances and the contents of such receptacle shall be destroyed by burning or using other suitable methods under the supervision of a responsible person.
   b) During the course of manufacture, whenever any batch or intermediate products having toxicity is rejected on considerations of quality, sufficient precautions shall be taken to render them innocuous or otherwise treat them or inactive them, before disposal.
      (i) The empty containers of toxic substances shall be cleaned thoroughly before disposal under the supervision of a responsible person.

PART - V
(See rule 84)
Special Provisions

1. Special precautions for Nitro or Amino processes.-
   (a) Unless the crystallised nitro or amino substances or any of its liquor is broken or agitated in a completely enclosed process so as not to give rise of dust or fume, such process shall be carried on under an efficient exhaust draught or by adopting any other suitable means in such manner as to prevent the escape of dust or fume in the working atmosphere.
   (b) No part of the plant or equipment or implements which was in contact with nitro or amino compounds shall be repaired or handled unless they have been emptied and thoroughly cleaned and decontaminated.
   (c) Filling of containers with nitro or amino compounds shall be done only by using a suitable scoop or avid physical contact and the drying of the containers in the stove shall be done in such a manner that the hot and contaminated air from the stove is not drawn into the workroom.

(d) Processes involving the steaming into or around any vessel containing nitro or amino compounds or its raw materials shall be carried out in such a manner that the steam or vapour is effectively prevented to be blown back into the working atmosphere.

(e) Suitable antidotes such as methylene blue injections shall always be available at designated places of work for use during emergency involving the poisoning with nitro or amino compounds.

2. Special precaution for "Chrome processes" .

(a) Grinding and sieving of raw materials in chrome process shall be carried on such a manner and under such condition as to secure effective separation from any other processes and under an efficient exhaust draught.

(b) There shall be washing facilities located very near to places where wet chrome processes such as leaching, acidification, sulphate settling, evaporation, crystallisation, centrifugation or packing are carried out, to enable quick washing of affected parts of body with running water.

(c) Weekly inspection of hand and feet of all persons employed in chrome process shall be done by aqualified nurse and record of such inspection shall be maintained in a form approved by the Chief Inspector-cum-Facilitator of Factories.

(d) There shall be always available at designated places of work suitable ointment such as glycerine, Vaseline etc., and water proof plaster in a separate box readily accessible to the workers so as to protect against perforation of nasal septum.

3. Special precautions for processes carried out in all glass vessels.

(a) Processes and chemical reactions such as manufacture of vinyl chloride, benzyl chloride etc., which are required to be carried out in all glass vessels shall have suitable means like substantial wire mesh covering to protect persons working nearby in the event of breakage of glass vessel.

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

4. Special precaution for processes involving chloride manufacture

(a) Crystallisation, grinding or packing of chlorite shall not be done in a place used for any other purpose and such places shall have hard, smooth and impervious surface made of non-combustible material. The place shall be thoroughly cleaned daily.

(b) The personal protective equipment like overall, etc., provided for the chlorate workers shall not be taken from the place of work and they shall be thoroughly cleaned daily.

(c) Adequate quantity of water shall be available near the place of chlorate process for use during fire emergency.

(d) Wooden vessels shall not be used for the crystallization of chlorite or to contain crystallized ground chlorite.

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

(a) All plant and equipments shall confirm to appropriate Indian or any other National Standard.

(b) Care shall be taken during storage, transport, handling and installation of plant and equipments to avoid accidental damage.

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

(d) All pipe work shall be supported so that total loads local to the branches on the vessel or tank do not exceed the design values.

(e) After erection all plant and equipments shall be subjected to a pressure test followed by a thorough examination by a competent person. The test and examination shall be as per relevant standards. A Certificate of test and examination by competent person shall be obtained and kept available at site.

(f) All plant and equipments shall be subjected to periodical test and examination and record maintained, as per paragraph 15 in Part II of this schedule.

(g) Plant and equipments during their use shall not be subjected to over filling or over loading beyond rated capacity.

PART - VI
(See rule 84)
Medical Requirements

1. Decontamination Facilities- In all the places where toxic substances are used in processes listed in Appendix "A' the following provisions shall be made to meet an emergency.
   (a) fully equipped first aidbox,
   (b) readily accessible means of drenching with water person, part of body of persons, and clothing or persons who have been contaminated with such toxic and corrosive substances, and such means shall be as shown in the Table below No. of person employed at any time No. of drenching showers

Up to 50 persons	2
Between 51 to 100	3
101 to 200	+ 1 for every 50 persons 3 thereafter
201 to 400	+ 1 for every 100 persons 5 thereafter
401 and above	+ 1 for every 200 persons 7 thereafter

   (c) a sufficient number of eye wash bottles filled with distilled water or suitable liquid, kept in boxes or cupboards conveniently situated and clearly indicated by a distinctive sign which shall be visible at all times.
2. Occupational Health Centre.- In all factories carrying out processes covered in Appendix "A" there shall be provided and maintained in good order an occupational health centre with facilities as per scale laid down here under-
   (a) For factories employing up to 50 workers.-
      (i) the services of qualified medical practitioner hereinafter known as Factory Medical Officer, available on aretainership basis in his notified clinic neartothefactoryfor seeking medical help during emergency. He will also carry out the pre-employment and periodical medical examinations as stipulated in paragraph 4 of this part.
      (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) The Occupational Health Centre shall have a room having a minimum floor area of 15 sq.m. with floors and walls made of smooth hard and impervious surface and shall be adequately illuminated, ventilated and equipped.
      (ii) A part-time Factory Medical Officer will be in overall charges of the centre who shall visit the Factory minimum twice in a week and whose services shall be readily available during emergencies.
      (iii) There shall be one qualified and trained dresser-cum-compounder on duty throughout the working period.
      (iv) A fully equipped first-aid box.
3. Factories employing above 200 workers-
   (a) There shall be one Full-time Factory Medical Officer for factories employing up to 500 workers and one more medical officer for every 1000 workers or part thereof.

(b) The Occupational health centre in this case shall have a minimum of two rooms each having a minimum floor area of 15 sq.m. with floors and walls made of smooth, hard and impervious surface and shall be adequately illuminated, ventilated and equipped.
(c) There shall be one trained nurse, or pharmacist and one Attender throughout the working period.
(d) The Occupational Health Centre in this case shall be suitably equipped to manage medical emergencies.

4. Ambulance van.
(a) In every factory carrying out processes carried in Appendix "C" there shall be provided and maintained in good condition a suitably constructed and fully equipped ambulance van as per Appendix "C" manned by a full-time driver-cum-mechanic and helper, trained in first-aid for the purpose of transportation of serious cases of accidents or sickness unless arrangements for procuring such facility at short notice during emergencies have been made with the nearby hospital or other places, the ambulance van shall not been used for any purpose other than the purpose stipulated herein and always be available near the Occupational Health Centre.
(b) The relaxation to procure ambulance van from nearby place provided for in sub-paragraph (1) above will not be applicable to factories employing more than 500 workers.

5. Medical Examination
(a) Workers employed in processes covered in Appendix "C" shall be medically examined by a Factory Medical Officer in the following manner.
(i) Once before employment, to ascertain physical suitability of the person to do the particular job;
(ii) Once in a period of six months, to ascertain the health status of the worker; and
(iii) The details of pre-employment and periodical medical examination carried out as aforesaid shall be recorded in the prescribed form.
(b) Any finding of the Factory Medical Officer revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the Medical Officer who shall in turn, examine the concerned workers and communicate his findings within 30 days. If the Medical Officer is of the opinion that the person so examined is required to be suspended from the process for health protection, he/she will direct the occupier accordingly who shall not employ the said worker the same process. However, the person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated:

Provided that the Medical Officer on his own way examine any other worker whom he/she feels necessary to be examined for ascertaining the suitability of his employment in the process covered in Appendix "C" or for ascertaining the health status of any other worker and his opinion shall be final.
(c) No person shall be newly appointed without the Certificate of fitness granted by the Factory Medical Officer. If the factory Medical Officer declared a person unfit for being appointed to work in the process covered in Appendix "C", such person shall have a right of appeal to the Medical Officer, whose opinion shall be final in this regard.
(d) The worker suspended from the process owing to the circumstances covered in sub-paragraph (2) shall be employed again in the same process only after obtaining the fitness certificate from the Medical Officer and after making entries to that effect in the health register.

PART- VII
(See rule 84)
Additional Welfare Amenities

1. Washing facilities.
   (a) There shall be provided and maintained in every factory for the use of all the workers taps for washing, at the rate of one tap for every 15 persons including liquid soap in a container with tilting arrangements and nail brushes or other suitable means for effective cleaning. Such facilities shall be conveniently accessible and shall be kept in a clean and hygienic condition.
   (b) If washing facilities as required above area provided for women, such facilities shall be separate for them and adequate privacy at all times shall be ensured in such facilities.
2. Mess room facilities
   (a) The occupier of all the factories carrying out processes covered in Appendix "C" and employing 50 workers or more, shall provide for all the workers working in a shift mess facility which are well ventilated and provided with tables and sitting facilities along with the provision of clod and hygienic drinking water facilities.
   (b) Such facilities shall include suitable arrangements for cleaning and washing and shall be maintained in a clean and hygienic condition.
3. Cloak room facilities
   (a) The occupier of every factory carrying out any process covered in Appendix "C" shall provide for all the workers employed in the process cloak room facilities with lockers. Each worker shall be provided with two lockers, one for work clothing and another separately for personal clothing and the lockers should be such as to enable the keeping in the clothing in a hanging position.
   (b) The cloak room facilities so provided in pursuance of sub-paragraph (1) shall be located as far as possible near to the facilities provided for washing. If it is not possible to locate the washing facilities, the cloak room facilities shall have adequate and suitable arrangements for cleaning & washing.
4. Special bathing facilities
   (a) The occupier of any factory carrying the process covered under Appendix "D" shall provide special bathing facilities for all the workers employed and such facilities shall be provided at the rate of 1 for 25 workers and part thereof, and shall be maintained in a clean and hygienic condition.
   (b) The occupier shall insist all the workers employed in the processes covered in Appendix "B" to take bath after the completion of the days or shift work using the bathing facilities so provided and shall also effectively prevent such of those workers taking bath in any place other than the bathing facilities.
   (c) Notwithstanding anything contained in sub-paragraph (1) above, the Chief Inspector-cum-Facilitator may require in writing the occupier of any factory carrying out any other process for which in his opinion bathing facilities are essential from the health point of view, to provide special bathing facilities.

PART - VIII
(See rule 84)
Duties of workers

1. Every worker employed in the processes covered in Appendix "C" and Appendix "D' shall not make any safety device appliances or any guarding or fencing arrangement inoperative or defective and shall report that defective condition of the aforesaid arrangements as soon as is aware of any such defect.

2. Before commencing any work, all workers employed in processes, covered in Appendix "C" shall check their workplace as well as the machinery equipment or appliance used in the processes and report any mal-functions or defect immediately to the supervisors or any responsible person of the management.
3. All workers shall co-operative in all respect with the management while carrying out any work or any emergency duty assigned to them in pursuance of this schedule and shall always use all the personal protective equipments issued to them in a careful manner.
4. All workers employed in the processes covered in Appendix "C" to Appendix "D" shall not smoke in the process area or storage area if special facilities are provided by the management only such facilities should be used.
5. All workers employed in the process covered in Appendix"C" shall not remain in unauthorized place or carry out unauthorized work or improvise any arrangements or adopt short out method or misuse any of the facilities provided in pursuance of the Schedule, in such a manner as to cause risk to themselves as well as or to others employed.
6. The workers shall not refuse undergoing medical examination as required under these rules.

PART - IX
(See rule 84)
Restriction on the employment of young persons under 18 years of age and women.

1. The Chief Inspector-cum-Facilitator of Factories may by anorder in writing, restrict or prohibit the employment of women and young persons under the age of 18, in any of the processes covered in Appendix "C" of this schedule on consideration of health and safety of women and young persons.
2. Such persons who are restricted or prohibited from working in the process due to the order issued in pursuance of sub- paragraph (1) above shall be provided with alternative work which is not detrimental to their health or safety.

PART - X
(See rule 84)
Exemption

1. Power of exemption.- The State Government or subject to the control of the State Government, the Chief Inspector-cum-Facilitator may exempt from the compliance with any of the requirements of this Schedule partly or fully, any factory carrying out processes covered in Appendix "E", if it is clearly and satisfactorily established by the occupier that the compliance with any of the requirements is not necessary to ensure the safety and health of persons employed suitably and effective alternate arrangements are available to any of the requirements covered in this schedule.

Appendix - 'A'
Any works of that part of works in which-

1. the manufacture, manipulation or recovery of any of the following is carried on;
   (a) Sodium, potassium, iron, aluminium, cobalt nickel, copper, arsenic, antimony, chromium, zinc, selenium, magnesium, cadmium, mercury, beryllium and their organic and inorganicsalts, alloys, oxides and hydroxides.
   (b) Ammonia, ammonium hydroxide and salts of ammonium;
   (c) the organic or inorganic compounds of sulphurous, sulphuric, nitric, nitrous, hydrochloric, hydrofluoric, hydroiodic, hydrosulphuric, hydrobromic, boric;

(d) Cyanogen compounds, cyanide compounds, cyanate compounds;
(e) Phosphorous and its compounds other than organophosphorus insecticides;
(f) Chlorine

2. Hydrogen sulphide is evolved by the decomposition of metallic sulphide, or hydrogen sulphide is used in the production of such Sulphides.
3. bleaching power is manufactured or chlorine gas is produced in chlor-alkali plants;
4. (i) gas tar or coal tar or bitumen or shale oil asphalt or any residue of such tar is distilled or used in any process of chemical manufacture;
   (ii) tar based synthetic coloring matters or their intermediate are produced;
5. nitric acid is used in the manufacture of nitro compounds;
6. explosives are produced with theuse of nitro compounds;
7. aliphatic or aromatic compounds or their metallic and non-metallic derivatives or substituted derivatives, such as chloroform ethylene glycol, formaldehyde, benzyl chloride, phenol, methyl ethyl key tone peroxide, cobalt carbonyl, tungsten, carbide etc. are manufactured or recovered.

Appendix - 'B'

1. Nitro or amino processes
2. All chrome process
3. Processes of distilling as or coal tar or processes of chemical manufacturer in which tar is used.
4. Processes involving manufacture, manipulation, handling or recovery or cyanogens compounds,
5. Processes involving manufacture of bleaching power or production of chlorine gas in chlor-alkali plants.
6. Manufacture, manipulation or recovery or nickel and its compounds.
7. App. Processes involving the manufacture, manipulation or recovery of aliphatic or aromatic compounds or their derivatives or substituted derivatives.

Appendix - 'C'

Any works of that part of works in which-

1. the manufacture, manipulation or recovery of any of the following is carried on;
   (i) Sodium, potassium, iron, aluminium, cobalt, nickel, copper, arsenic, antimony, chromium, zinc, selenium, magnesium, cadmium, mercury, beryllium and their organic and inorganic salts, alloys, oxides and hydroxides;
   (ii) Ammonia, ammonium hydroxide and salts of ammonium;
   (iii) the organic or inorganic compounds of sulphurous, sulphuric, nitric, nitrous, hydrochloric, hydrofluoric, hydroiodic, hydro sulphuric, hydrobromic, boric;
   (iv) Cyanogen compounds, cyanide compounds, cyanate compounds;
   (v) Phosphorous and its compounds other than organo phosphorous insecticides;
   (vi) Chlorine
2. Hydrogen sulphide is evolved by the decomposition of metallic sulphide, or hydrogen sulphide is used in the production of such Sulphides;
3. bleaching power is manufactured or chlorine gas is produced in chlor-alkali plants;
   i) gas tar or coal tar or bitumen or shale oil asphalt or any residue of such tar is distilled or used in any process of chemical manufacture;
   ii) tar based synthetic coloring matters or their intermediate are produced;
4. nitric acid is used in the manufacture of nitro compounds;

5. explosives are produced with the use of nitro compounds;
6. aliphatic or aromatic compounds or their metallic and non-metallic derivatives or substituted derivatives, such as chloroform ethylene glycol, formaldehyde, benzyl chloride, phenol, methyl ethyl ketone peroxide, cobalt carbonyl, tungsten, carbide etc. are manufactured or recovered.

Appendix - 'D'
(See rule 85)
Concerning Special bathing Accommodation in pursuance of paragraph 4 of Part-IV

1. Nitro or amino processes
2. All chrome processes
3. Processes of distilling as or coal tar or processes of chemical manufacturer in which tar isused.
4. Processes involving manufacture, manipulation, handling or recovery or cyanogens compounds, cyanide compound, cyanide compounds.
5. Processes involving manufacture of bleaching powder or production of chlorine gas in chlor-alkali plants.
6. Manufacture, manipulation or recovery or nickel and its compounds.
7. App. Processes involving the manufacture, manipulation or recovery of aliphatic or aromatic compounds or their derivatives or substituted derivatives.

APPENDIX - 'E'

Ambulance:- Ambulance should have the following equipments;

1. General:
   - A wheeled stretcher with folding and adjusting devices;
   - Head of the stretcher must be capable of being titled upward;
   - Fixed suction unit with equipments;
   - Fixed oxygen supply withequipments;
   - Pillow with case;
   - Sheets;
   - Blankets;
   - Towels;
   - Emesis bag;
   - Bedpan;
   - Urinal;
   - Glass.
2. Safety equipments
   - Flares with life of 30minutes;
   - Floodlights;
   - Flashlights;
   - Fire extinguisher dry powder type;
   - Insulated gauntlets.
3. Emergency care equipments Resuscitation
   - Portable oxygen unit;
   - Bag-valve-mask, hand operated artificial ventilation unit;
   - Airways;

- Mouth gage;
- Tracheotomy adaptors;
- Resuscitation (p)Portable suction unit;
- Short spine board;
- I.V. Fluids with administration Unit;
- B.P. Manometer;
- Gugg; Stethoscope.

4. Immobilization
   - Long & Short padded boards;
   - Wire laddersplints;
   - Triangular bandage;
   - Long and short spine boards'
5. Dressings
   - Gaze pads 4" x4"
   - Universal dressing 10" x 36";
   - Roll of aluminium foils;
   - Soft roller bandages 6" x 5" yards;
   - Adhesive tape in 3"roll;
   - Safety pins;
   - Bandage sheets;
   - Burn sheet.
6. Poisoning
   - Syrup of Ipecac;
   - Activated Charcoal; Pre-packaged in doses
   - Snake bite kit;
   - Drinking Water;
7. Emergency Medicines
   As per requirements (Under the advice of Medical Officer only.

SCHEDULE – XIII
(See rule 84)
MANIPULATION OF STONE OR ANY OTHER MATERIAL CONTAINING FREE SILICA.

The following manufacturing process shall be considered as manipulation of stone or other material containing free Silica.

a) Stone Crushers
b) Gem and Jewellery
c) Slate Pencil Making
d) Agate Industry
e) Cement Industry
f) Pottery
g) Glass Manufacturing

1. Application – This schedule shall apply to all factories or parts of factories in which manipulation of stone or any other material containing free silica is carried on.

2. Definitions - For the purpose of this Schedule–
   (a) " manipulation" means crushing, breaking, chipping, dressing, grinding, sieving, mixing, grading or handling of stone or any other material containing free silica or any other operation involving such stone or material;
   (b) "Stone or any other material containing free silica" means a stone or any other solid material containing not less than 5% by weight of free silica.

PART - 1
(See rule 84)
PROCESS RISKS IN STONE CRUSHING

1. Location and lay out–
   (a) No crusher plant shall be constructed or extended to within a distance of 200 m from the centre of the proposed crusher unit to the periphery of the structure of any residence or public building or place of worship. Exception is allowed only for store room and office room.
   (b) In cases where environmental factors such as terrain and greenery are conducive to reduce spread of pollution and where advanced technology that reduces noise and dust is employed, the minimum distance may be further reduced to 150 m with stringent control measures such as enclosure of crushers, classifiers, screens and other noise/dust producing units with 40 cm thick solid wall (not hollow brick), false roofing and dust extraction system.
   (c) There should be a minimum clear distance of 100 metres from the centre of crusher of one industry to the centre of crusher of another industry.
   (d) There should be a clear distance of 200 metres from the centre of the proposed crusher to State or National Highway. For crushers fulfilling the requirements of 2nd above, the minimum distance is reduced to 150 metres.
   (e) Crushers, classifiers, screens and other noise and/or dust producing units should be housed in buildings with solid wall (not hollow block) of minimum 23-centimetre thickness and with suitable roofing.
2. Electrical Installations–
   (a) keep the main switch box in good condition, protected from the weather in a separate room. An appropriately sized Earth Leakage Circuit Breakers (ELCB) in all circuits shall be installed and provide good earth or ground connection for all installations to protect the operators form electrical hazards.
   (b) Electrical cables should be laid into the underground cable trench cable trench in shock-proof material or taken over head. Cables should be run in extra plastic conduits.
3. For work on electrical equipment insulation materials such as approved Insulation/ rubber mats shall be provided in front of the distribution boards and main switches.
4. Lock out – tag out system shall be used for all installations which are under maintenance or repair, to prevent others from switching on the machines while another worker is repairing it.
5. All distribution points should be marked legibly in an understandable language, marking the feeding point, voltage, and identification number. This will help to Log-Out and make shutdown quicker in case of emergency.
6. Required numbers of fire buckets filled with sand or portable-size Carbon Dioxide type fire extinguishers shall be provided for use in case of fire.
7. Necessary personal protective equipment like shoes and rubber gloves shall be provided for those deployed in electrical work.

8. Risks at Intake hoppers, bunkers for intermediate products–
   (a) Wheel chokers of adequate strength and height such as raised steel girder or bump shall be provided to prevent accidental fall of trucks into intake hoppers.
   (b) Railings shall be provided for work platforms near all bunkers.
9. Risks of moving parts–
   (a) Guards shall be installed around all power transmission moving parts such as shafts, couplings, pulleys and drive belts, chains and sprockets andall other moving parts.
   (b) Nip and shear points of conveyors shall be provided with permanent barrier guards. Guards must extend beyond the in-running nips between the belts and rollers so as to make them inaccessible from above, below and from the ends.
   (c) Provide continuously accessible conveyor belts with emergency stop cables that extend the entire length of the conveyor belt to allow access to the cable from any point along the belt.
   (d) Install clearly marked, unobstructed emergency stops buttons or pull cords within easy reach of workers in the areas where they are deployed for duty.
   (e) Use prominent awareness devices such as warning signs or lights to alert workers to the conveyor operation when it is not feasible to install guarding devices and such unguarded moving parts shall be located away from workers.
   (f) All convey or openings such as wall and floor openings, and chutes and hopper shave fencing when the conveyor is not in use.
   (g) Electrical panel room for crushers, conveyors, vibrators and all other machines in crushing unit shall be kept under lock and key for unauthorized operation of these equipments or accidental operation during maintenance or emergency.
   (h) All accesses and aisles that cross over or under or are adjacent to the conveyor should have adequate clearance and hand rails or other guards.
   (i) Where a conveyor passes over work areas, aisles, or thorough fares, suitable guards / protected ceilings shall be provided to protect employees required to work below the conveyors.
   (j) Post appropriate hazard warning signs at all crossovers, aisles, and passageways.
   (k) Conveyors should be periodically inspected and tested for safety mechanisms, such as alarms, emergency stops, and safeguarding methods once in every month and log book shall be maintained.
   (l) Screw conveyor housing should completely enclose the moving elements of the conveyor except for the loading and discharge points. If such guarding is not feasible, the entire conveyor should be fenced by railing unless it is guarded by location. Alternatively, the trough side walls should be high enough to prevent employees from reaching over falling into the trough.
10. Clothing – No worker wearing loose clothing shall be permitted to work near moving machinery and conveyors.
11. Training –
   (a) No worker shall be allowed to work in stone crushing units without attaining training on the hazards associated with stone crushing process and safe working procedures.
   (b) Refresher training on the above subject shall also be attended by all the workers once in every year.

PART - 2
(See rule 84)
RISKS DUE TO SILICA DUST

1. Preventive Control Measures – No manipulation of stones containing silica shall be carried out in a factory or part of a factory unless the following preventive control measures are adopted, namely-
2. Engineering Control Measures
   (a) Wet Methods:
      (i) Airborne Silica Dust should be minimized or suppressed by wetting or drenching the manipulated area with water;
      (ii) Machines with water drenching nozzles shall be used for drilling or cutting of concrete or masonry;
   (b) Ventilation:
      (i) An effective Local exhaust system should be provided and maintained to control/ remove silica dust from industrial processes.
      (ii) Dilution/Ventilation with proper dust collection shall be used to reduce free silica dust concentration to within the permissible limits in large areas. No direct ventilation to atmosphere shall be resorted to.
      (iii) Dust collectors/High Efficiency Particulate Air (HEPA) filter shall beset up so that dust is removed from the source and all the transfer points to prevent contaminating work areas.
      (iv) Ventilation systems should be kept in good working conditions.
3. Isolation:
   (a) Effective containment methods should be used while carrying out sand blasting. Wet blasting shall be ideal.
   (b) Cutting and drilling of cabins of vehicles or machinery that might contain free silica should be effectively enclosed and sealed.
4. Dust Control:
   (a) Vacuum system with High Efficiency Particulate Air (HEPA) filter shall be used to remove dust from work areas and from all transfer points;
   (b) The belt conveyors transferring crushed material shall be totally enclosed throughout its length of travel:
   (c) Provided that such control measures as above are not necessary, if the processor operation being carried on, is such that, the level of dust created and prevailing is within the permissible limit of exposure specified in the second schedule of the Code and on which measurements are made from time to time as part of air monitoring studies and records maintained.
5. Medical Control Measures:
   (a) The occupier of every factory where a worker is employed in the processes specified in sub rule clause 1 of paragraph 1, shall ensure that every worker employed is examined by a Medical Officer within 15 days of his first employment. Such medical examination shall include pulmonary function test and Chest X Ray – Posterior Anterior (PA) view to be compared with standard ILO Radiographs in case of suspected Pneumoconiosis. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by a Medical Officer or tested and examined by a Medical Officer outside as insisted by the Occupier and advised by an Inspector-cum-Facilitator.
   (b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every twelve months. Such re-examination shall, wherever the Medical Officer considers appropriate, include all the tests as specified in sub-paragraph (1) above except the chest X-ray which shall be analysed by a radiologist specialized or trained in the field of analysing it with

reference to ILO Radiograph specimens on Pneumoconiosis and chest X-ray in such suspected cases shall be carried out at least once in 3 years.

(c) Every worker employed in any of the aforesaid processes from the date on which the schedule has come into force, shall be radiologically examined by a qualified Radiologist at the cost of the occupier. The report of such X-ray shall be submitted to the Factory Medical Officer/Medical Officer/Chief Inspector-cum-Facilitator within three months of the said date.

(d) If at any time the Factory Medical Officer/Medical Officer is of the opinion that a worker is no longer fit for employment in the said process, on the ground that continuance therein would involve special danger to the health of the worker, then he/she shall make a record of his findings in the said Certificate and the Health Register. The entry of his findings shall contain the period for which he/she reckons the said person unfit for work in the said process/ processes. The worker so removed from the process shall be provided with alternate placement facilities in the factory on job rotation basis, unless he/she is fully incapacitated in the opinion of the Medical Officer and in that case, the person affected shall be suitably rehabilitated and compensated.

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

(f) A worker already in employment and declared unfit by the Factory Medical Officer/Medical Officer shall not be allowed to work on any of the processes specified in clause I of paragraph 1, unless he/she has been examined again using chest X-ray by a qualified Radiologist, at the cost of the occupier and certified to be fit to work on the said processes again.

(g) For the purpose of medical supervision by the Factory Medical Officer/Medical Officer, a room in the factory premises shall be maintained, properly cleaned, adequately lighted/ ventilated and equipped with screen, table and with office stationery, chairs and other facilities and other equipment /instruments including X-ray analysing arrangements for radiological examinations and such other equipment as may be prescribed by the Chief Inspector-cum-Facilitator from time to time shall be provided. The Factory Medical Officer so appointed shall perform the following duties,-

(i) Maintain health register;
(ii) Undertake medical supervision and examination of workers employed in the factory;
(iii) Look after the well-being and rehabilitation of sick, injured or affected workers;
(iv) Carry out inspection of work rooms where dangerous operations are carried out and advise the management of the measures to be adopted for the protection of health of the workers employed therein;
(v) Educate the workers of the health hazards involved and motivate them to wear proper personal protective equipment at workplace.

(h) The health records of the workers exposed to silicosis, shall be kept up for a minimum period of 40 years from the beginning of the employment or for 15 years after retirement or cessation of the employment, whichever is later and shall be accessible to workers concerned or to their authorized representatives.

(i) For the record of medical examinations and appropriate tests carried out by the said Factory Medical Officer, a certificate of fitness and health shall be maintained in separate register approved by the Chief Inspector-cum-Facilitator, and shall be kept readily available for Inspection by the Inspector-cum-Facilitator on demand.

6. Administrative control Measures

(a) Work place/Environment Monitoring: The Occupier shall ensure that work place and environment monitoring are performed to determine the magnitude of exposure and evaluate the engineering

controls, respiratory protections, work practices and the need for medical surveillance and take corrective control measures as and when needed.

(i) Exposure/concentration measurements shall be made in close proximity of the employee's actual breathing zone;
(ii) Total sampling time shall be at least 7 hours;
(iii) Work place and environment monitoring shall be repeated quarterly;
(iv) The occupier shall make available the report of dust sampling to the nearby public on demand.

(b) Training/Awareness: Workers shall be trained in the following:
(i) Health effects of free silica dust exposure;
(ii) Operations and materials that produce free silica dust hazards;
(iii) Engineering controls and way of work controls that reduce dust concentrations;
(iv) The importance of good housekeeping and cleanliness;
(v) Proper use of personal protective equipment such as respirators, etc;
(vi) Personal hygiene practices to reduce exposure;

(c) House Keeping: Maintenance of floors:
(i) All floors or places where fine dust is likely to settle and where on any person has to work or pass occasionally shall be made of impervious material and maintained in such condition that it can be thoroughly cleaned by any wet method or any other method which would prevent dust from being airborne in the process and shall be done at least once during each shift.
(ii) For removing dust, drysweeping or compressed air shall not be used but wet methods or vacuum system with High Efficiency Particulate Air (HEPA) filter shall be used.
(iii) Dust settled over-head, over a period of time, should be removed using any wet method before it becomes air borne again due to vibration, random air currents etc.

(d) Change room and washing facilities:
(i) Washing and bathing facilities shall be conveniently located sufficiently away from toilets and easily accessible to the workers,
(ii) Cloak room with individual lockers shall be provided for employees to store cleaned clothing;
(iii) Workers shall take bath and change the clothing, before they leave the worksite;
(iv) Clothing worn during work shall not be cleaned by blowing or shaking;
(v) Eateries/lunch areas shall be located away from exposed areas.

(e) Display of Notices:-
(i) Warning signs/Posters shall be displayed conspicuously in a prominent place, visited by majority of the workers;
(ii) The warning signs/poster shall list the hazards and the precautions to be taken;
(iii) The notices shall be in Malayalamas well as in the language understood by the majority of the workers;

(f) Personal Protective Equipment: - The occupier of every factory to which this schedule apply shall provide the following Personal Protective Equipment (PPEs) as per relevant National Standards or International Standards and as applicable to aparticular work place.
(i) Dust Respirator or
(ii) High Efficiency particulate Air (HEPA) filter respirator or fume respirator or
(iii) High Efficiency Particulate Air (HEPA) filter respirator with full face piece or
(iv) Self-contained breathing apparatus (SCBA) or
(v) Active air respirator with a full-face piece, helmet or hood or
(vi) Self-contained breathing apparatus (SCBA) with full face piece or
(vii) Powered air purifying respirator with a High Efficiency Particulate Air (HEPA) filter.

7. Prohibition of Young Persons: No young person shall be employed or permitted to work in any of the operations involving manipulation of stones containing silica or at any place where such operations are carried out.
8. Exemptions:
   (a) If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or the lesser frequency of the processes carried onor for any other genuine reason, may relax all or any of the provisions of this schedule necessary for protection of the workers, by a certificate in writing, which he/she may in his discretion revoke at any time and exempt any factory from all or any of such provisions subject to such conditions, as he/she may think fit and specify therein.
   (b) The notification of Silicosis and free silica related occupational diseases shall be strictly notified by the Factory Medical Officer/ Medical Officer.

SCHEDULE – XIV
(See rule 84)
HANDLING AND PROCESSING OF ASBESTOS, MANUFACTURE OF ANY ARTICLE OUT OF ASBESTOS AND ANY OTHER PROCESS OF MANUFCTURE WHEREIN ASBESTOS IS USED IN ANY FORM.

1. Application:
   1) This schedule shall apply to all manufacturing process as defined under of the Code, carried on in a factory involving exposure of workers to asbestos and/or exposure of workers to product containing Asbestos.
   2) The Government may, at any time, for the purpose of giving effect to any scientifically validated evidence for a particular disease or cause made out of any research and development by specialized institutions or experts in the field, notify in the Official Gazette and make suitable changes in the said Schedule.
   3) The provisions of this schedule shall apply to all workers exposed to asbestos in the factory and it shall be the responsibility of the occupier of the factory to comply with the provisions of the schedule in true spirit of it and in full;
   4) (a) The occupier of the factory wherein asbestos or substances containing asbestos are in use, shall modify, evolve and adopt newer work procedures and practices generated out of any scientific research and technological updates and present it for approval by the Chief Inspector-cum-Facilitator and follow such approved procedures thereafter;
      (b) Notwithstanding anything contained in sub-paragraph (1) above use of asbestos is prohibited in the manufacturing process as notified by the Government in this behalf;
         (i) Spraying of all forms of asbestos is prohibited in a factory;
         (ii) The prohibition in respect of spraying of asbestos referred to in sub- para (i) may be exempted by the Chief Inspector-cum-Facilitator if the Occupier represents that such spraying is inevitable owing to the specific nature of the product and that he/ she had taken adequate measures for ensuring the safety and health of workers to the satisfaction of the Chief Inspector-cum-Facilitator.
2. Definitions: For the purpose of this Schedule,-
   1) "asbestos" means any fibrous silicate mineral and any admixture containing actinolite, amosite, anthophyllite, chrysotile, crocidolite, tremolite or any mixture thereof, whether crude, crushed or opened;
   2) "Asbestos textiles" means yarn or clothes composed of asbestos or asbestos mixed with any other materials;

3) "approved" means approved for the time being in writing by the Chief Inspector-cum-Facilitator;
4) "Breathing apparatus" means a helmet or face piece with necessary air connection by means of which a person using it breath air, free of dust, or any other approved apparatus of the same kind used for the same purpose;
5) "Efficient exhaust draught" means a localized ventilation by mechanical means for removal of dust so as to prevent dust from escaping into any place where work is being carried on. No draught shall be deemed to be efficient that fails to control dust produced at the point where such dust originates;
6) "preparing" means crushing, disintegrating and any other processes in between or incidental to the opening of asbestos;
7) "Protective clothing" means overalls and head covering, which (in either case) when worn protect the worker from harmful asbestos dust;
8) "Asbestos dust" means airborne particles of asbestos or settled particles of asbestos that may become airborne in the factory;
9) "Airborne asbestos dust", for the purposes of measurement, means dust particles measured by gravimetric assessment or other equivalent method;
10) "Respirable asbestos fibres" means asbestos fibres having diameter of less than 3 micro metre and a length to diameter ratio greater than 3:1;
11) "Exposure to asbestos" means exposure to airborne respirable asbestos fibres or asbestos dust; whether originating from asbestos or from asbestoses minerals, materials or products containing asbestos in the factory.

3. Demolition of plants or Structures made of Asbestos: No person or firm shall carry out any demolition of plants or structures containing asbestos-insulation-material or remove asbestoses material from building or structures from which asbestos is likely to become air-borne, unless recognized and duly empowered by the Chief Inspector-cum-Facilitator of Factories as qualified to carry out such work in accordance with the provisions of this Schedule.
4. Tools and equipment: Any tools or equipment used in processes to which this schedule applies shall be such that they do not create asbestos dust above the permissible limit or they are equipped with efficient exhaust draught
5. Exhaust draught:
   1) An effective exhaust draught shall be provided and maintained to control dust from the following processes/machines and structures or fixtures as per the relevant National Standards-
      (a) Machines used in the manufacture and conveying, namely:
         (i) Preparing, grinding or dry mixing machines;
         (ii) Carding, card waste and ring spinning machines and looms;
         (iii) Machines or other plant fed with asbestos;
         (iv) Machines used for the cutting, grinding, turning, drilling, abrading or polishing, in the dry state, of articles composed wholly or partly of asbestos;
      (b) Cleaning and grinding of the cylinders or other parts of a carding machine;
      (c) Chambers, hoppers or other structures into which loose asbestos is delivered or passed in between.
      (d) Work-benches for asbestos waste sorting or for other manipulation or whereas bestos is handled manually.
      (e) Workplaces at which the filling or emptying of sacks, shipments or other Portable containers or weighing or other process incidental thereto are carried on manually;
      (f) Sack cleaning machines;
      (g) Mixing and blending of asbestos by hand; and
      (h) Any other process in which dust is given off into the work environment.

2) Exhaust ventilation equipment provided in accordance with sub-paragraph (1) above shall, while any work of maintenance or repair of the machinery, apparatus or other plant or equipment for which it is provided is being carried on, be provided an exhaust draught which prevents the entry of asbestos dust into the air of any workplace.
3) Arrangements shall be made to prevent asbestos dust discharged from exhaust apparatus being drawn into the air of any workroom.
4) The asbestos bearing dust removed from any workroom by the exhaust system shall be collected in suitable receptacles or filter bags and shall be isolated from all work areas.
   i. Testing and examination of ventilating system:

6. All ventilating systems used for the purpose of extracting or suppressing dust as required by this schedule shall be as per the relevant International/Indian Standards, kept examined and inspected once every week by a responsible person. It shall be thoroughly examined and tested by a competent person once in every period of 12 months. Any defects found with such examinations or test shall be rectified forthwith.
7. A register containing particulars of such examination and tests and the state of the plant and the repairs or alternations (if any) found to be necessary shall be kept and shall be made available for inspection on demand by an Inspector-cum-Facilitator.
   1) Segregation in case of certain process:
   2) Mixing or blending of asbestos by hand, or making or repairing of insulating mattresses composed wholly or partly of asbestos shall not be carried on in any room in which some other work is done.
   3) Storage and distribution of loose asbestos: All loose asbestos shall, while not in use, be kept insuitable closed receptacles capable of preventing the escape of asbestos dust there from. Such asbestos shall not be distributed within a factory except in closed receptacles or in a totally enclosed conveyance system.
   4) Asbestos sacks:
      (a) All sacks used as receptacles for the purpose of transport of asbestos within the factory shall be constructed of impermeable materials and shall be kept in good repair.
      (b) A sack is which asbestos has been kept shall not be cleaned by beating with hand. This shall be done with a machine, complying with requirements of an exhaust draught system detailed under paragraph 5.
      (c) Asbestos sacks or receptacles which contain asbestos shall be disposed of in a safe manner.

5) Maintenance of floors and workplaces:
   (a) In every room in which any of the requirements of this schedule apply-
      (i) The floors, work-benches, machinery and plant shall be kept in a clean state and free from asbestos debris. Suitable arrangements shall be made for the storage of asbestos not immediately meant for use; and
      (ii) The floors shall be kept free from any materials, plant or other articles not immediately required for the work carried on in the room, that would obstruct the proper cleaning of the floor.
   (b) The cleaning as mentioned in sub-rule (1) shall in so far as is practicable, be carried out by means of vacuum cleaning equipment so designed and constructed and so used that, asbestos dust neither escape nor discharge into the air of any workplace.
   (c) When the cleaning is done by any method other than that mentioned in sub-paragraph (2), the persons doing cleaning work, and any other person employed in that room shall be provided with respiratory protective equipment and protective clothing.

(d) The vacuum cleaning equipment used in accordance with provisions of sub-paragraph (2), shall be properly maintained and after each cleaning kept in a clean state free from asbestos waste and dust.

(e) Asbestos waste shall not be permitted to remain on the floors or other surfaces at the work place at the end of the working shift and shall be transferred without delay to suitable receptacles. Any spillage of asbestos waste occurring during the course of the work at any time shall be removed and transferred to the receptacles maintained for the purpose without delay by proper means avoiding direct handling.

(f) (i) The occupier shall as far as possible, better replace asbestos or certain types of asbestos or products containing asbestos with other alternative materials or products or shall use alternative technology, scientifically validated as harmless or less harmful, wherever or whichever possible.

(ii) The occupier should take all the measures to prevent or control the release of asbestos in to the air and ensure that the exposure limits or other exposure criteria are complied with and reduce exposure to as low to the manner

(iii) Breathing Apparatus, Personnel Protective Equipment and Clothing:

(a) The occupier of every factory to which this schedule applies shall provide the workers with personnel protective equipment such as hand gloves, shoes, helmets, goggles, earplug, aprons, safety belt, overall suits, etc. as per the relevant National or International Standards as required. The breathing apparatus and appropriate clothing as per the relevant National or International standards shall be decided in consultation with the workers representatives and the same shall be maintained in good condition for use with immediate replacements as and when needed for use:

(i) in chambers containing loose asbestos;

(ii) in cleaning, dust settling or filtering chambers of apparatus;

(iii) in cleaning the cylinders, including the defer cylinders, or other parts of a carding machine by means of hand-stickles;

(iv) in filling, beating, or levelling in the manufacture or repair of insulating mattresses; and in any other operation or circumstances in which it is impracticable to adopt technical means to control asbestos dust in the work environment within the permissible limit.

(b) Suitable accommodation in easily accessible location shall be provided for the use of workers for wearing breathing apparatus and protective clothing provided in accordance with this rule and for the storage of such apparatus and clothing when not in use.

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

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

(e) All breathing apparatus shall be cleaned and disinfected at suitable intervals and thoroughly inspected once every month by a responsible person.

(f) A record of the cleaning, maintenance and condition of the breathing apparatus shall be maintained in a register and shall be readily made available for inspection by an Inspector-cum-Facilitator.

(g) No person shall be employed to perform any work specified in sub-paragraph (1) above for which breathing apparatus is to be compulsorily provided unless he/she has been fully instructed and is aware of the proper use of that equipment.

(h) No breathing apparatus which has been worn by a person shall be worn by another person unless it has been thoroughly cleaned and disinfected and the person has been instructed of the proper use of the equipment.

(i) No worker shall take home any work clothing or special protective clothing or personal protective equipment provided to him.

(g) Separate accommodation for personal clothing: A separate accommodation shall be provided in a conveniently accessible position for all persons employed in operations to which this schedule applies for storing of personal clothing. This should be separated from the accommodation provided under sub-paragraph (2) of paragraph 10 to 11 prevent contamination of personal clothing.

(h) Washing and bathing facilities:

(i) There shall be provided and maintained in a clean state and in good repair, for the use of all workers, employed in the processes covered under the schedule, adequate washing and bathing places having sufficient supply of water ensuring privacy at the rate of one location for every 15 persons employed.

(ii) The washing places shall have stand-pipes positioned at intervals of not less than one meter.

(iii) Not less than one half of the total number of washing places shall be provided with bathrooms.

(iv) Sufficient supply of clean towels shall be provided:

(v) Provided that such towels shall be supplied for each worker if ordered by the Inspector-cum-Facilitator.

(vi) Sufficient supply of soap and brushes shall be provided.

(i) Mess Room:

There shall be provided and maintained for the use of all workers employed in the factory covered by this schedule, remaining on the premises during the rest intervals, a suitable messroom which shall be furnished with sufficient tables and benches with backrest,

(j) Prohibition of employment of young persons:- No young person shall be employed in any of the process covered by this schedule.

(k) Prohibition relating to Smoking: - No person shall smoke in any area where processes covered by this schedule are carried on. A notice in the language understood by majority of the workers shall be placed in the plant prohibiting smoking in such areas.

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

(m) Air monitoring: To ensure the effectiveness of control measures in continuous or repetitive processes, the monitoring of asbestos fibres in air shall be carried out and monitored at least once in every shift. Individual examination of workers shall be carried out when they leave after every shift and the result so obtained shall be entered in a register and ensure that

(i) there is not any substantial change in the workplace conditions harmful to the workers;

(ii) the results of last two consecutive measurements have not exceeded half the value of the relevant control limit; and

(iii) all such factories shall adopt membrane filter test as per the relevant National Standards without fail.

(n) Medical Control Measures:

(i) The occupier of every factory wherein a worker is employed in the processes specified in clause I of paragraph 1 shall ensure that every worker employed be examined by a Medical Officer as advised by the Inspector-cum-Facilitator within 15 days of his first employment.

Such medical examination shall include sputum examination for asbestos, toxicity, followed with pulmonary function test and chest X Ray – Posterior – Anterior (PA) and, the X-Rays shall be compared with standard ILO Radiographs on Pneumoconiosis. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer again.

(ii) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every twelve months. Such re-examination shall, wherever the Medical Officer considers appropriate, include all the tests as specified in sub-paragraph (1) above except chest X-ray which shall be read by a radiologist specialized/trained in the field of reading ILO Radiographs on Pneumoconiosis and in suspected cases the chest X-ray which shall be repeated at least once in 3 years.

(iii) Every worker employed in any of the aforesaid processes shall be radiologically examined by a qualified Radiologist at the cost of the occupier. The report of such X-ray shall be placed before the Medical Officer/Chief Inspector-cum-Facilitator within three months.

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

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

(vi) A worker already in employment and declared unfit by the Factory Medical Officer/ Medical Officer shall not be allowed to work on any of the processes specified in clause I of the paragraph I, unless he/she has been examined again along with X-ray by a qualified Radiologist, at the cost of the occupier and certified to be fit to work in the said processes again.

(vii) For conducting medical examination, the Factory Medical Officer or Medical Officer appointed by the Occupier shall be provided an exclusive room in the factory premises maintained properly cleaned, adequately lighted ventilated and furnished with a screen, a table with office stationery, chairs and other facilities and other instruments including X-ray arrangements for such examinations and such other equipment as may be prescribed by the Chief Inspector-cum-Facilitator for time to time. The Factory Medical Officer so appointed shall perform the following duties, namely:-

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

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

9. For the record of medical examinations and appropriate test carried out by the Factory Medical Officer, a certificate of fitness and health register shall be maintained separately approved by the Chief Inspector-cum-Facilitator of Factories, and shall be kept readily available for inspection by the Inspector-cum-Facilitator on demand.
   (a) Exemptions:-
      (i) If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequent nature of the processes or for any other reason, all orany of the provisions of this Schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a certificate in writing, which he/she may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify therein.
      (ii) The Chief Inspector-cum-Facilitator may permit temporary derogation, through a notification in an Official Gazette, from the measures prescribed in this schedule under conditions and within limits of time determined after consultation with the representative organizations of employers and workers concerned.

PICTORIAL CAUTIONARY NOTICE
DANGER

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

Schedule - XV
(See rule 84)
Handling or Manipulation of Corrosive Substances

1. Definitions – For the purpose of this schedule-
   " Corrosive operation" means an operation of manufacturing, storing, handing, processing, packing or using any corrosive substance in a factory; and
   "Corrosive substance" includes Sulphuric acid, nitric acid, hydrochloric acid, hydrofluoric acid,

carbolic acid, phosphoric liquid chlorine, liquid bromine, ammonia, sodium hydroxide and potassium hydroxide and a mixture thereof, and any other substance which the State Government by notification in the Official Gazette specify to be a corrosive substance.

2. Flooring- The floor of every workroom of a factory in which corrosive operation is carried on shall be made of impervious, corrosion and fire-resistant material and shall be so constructed as to prevent collection of any corrosive substance. The surface of such flooring shall be smooth and cleaned as often as necessary and maintained in a sound condition.
3. Protective equipment
   (a) The occupier shall provide for the use of all persons employed in any corrosive operation suitable protective wear for hands and feet, suitable aprons, face shields, chemical safety goggles, and respirators. The equipment shall be maintained in good orderand shall be kept in clean and hygienic condition by suitably treating to get rid of the ill effects of any absorbed chemicals and by disinfecting. The occupier shall also provide suitable protective creams and other preparations wherever necessary.
   (b) The protective equipment and preparations provided shall be used by the persons employed in any corrosive operation.
4. Water facilities – Where any corrosive operation is carried on, there shall be provide as close to the place of such operation as possible a source of clean water at a height of 210 cm from a pipe of clean waterof 125cm diameter and fitted with quick acting valve sothat in the case of injury to the worker by any corrosive substance, the injured part can be thoroughly flooded with water. Whenever necessary, in order to ensure continuous water, supply a storage tank having a minimum length, breadth and height of 210 cm, 120 cm and 60 cm respectively, or such dimensions, as are approved by the Chief Inspector-cum-Facilitator shall be provided as the sources of clean water.
5. Cautionary Notice – A cautionary notice in the following Form and printed in the language which majority of the workers employed understand, shall be displayed prominently close to the place where a corrosive operation is carried out and where it can be easily and conveniently read by the workers. If anyworker is illiterate, effective steps shall be takento explain carefully to him the contents of the notice so displayed.

CAUTIONARY NOTICE
Danger

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

6. Transport
   (a) Corrosive substances shall not be filled, moved or carried except in containers or through pipes and when they are to be transported in containers, they shall be placed in crates of sound construction and of sufficient strength.
   (b) A container with a capacity of 11.5 litres or more of a corrosive substance shall be placed in a receptacle or crate and then carried by more than one person at height below the waist line unless a suitable rubber wheeled truck is used for the purpose.
   (c) Containers for corrosive substances shall be plainly labelled.
7. Devices for handling corrosives:
   (a) Titling, lifting or pumping arrangements shall be used for the emptying jars, carboys and other containers of corrosives.

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

8. Opening of valves– Valves fitted to containers holding a corrosive substance shall be opened with great care. If they do not work freely, they shall not be forced open. They shall be opened by a worker suitably trained for the purpose.
9. Cleaning tanks, stills etc.-
   (a) In cleaning out or removing residues from stills or other large chambers used for holding any corrosive substances, suitable implements made of wood or other material shall be used to prevent production of arseniuretted hydrogen (arsine).
   (b) Whenever it is necessary for the purpose of cleaning or other maintenance workfor any worker to enter chamber, tank, vat, pit or other confined space where a corrosive substance had been stored, all possible precaution required under section 36 of the Code shall be taken to ensure the worker's safety.
   (c) Wherever possible, before repairs are undertaken to any part of equipment in which a corrosive substance was handled, such equipment or part thereof shall be freed of any adhering corrosive substance by adopting suitable methods.
10. Storage-
   (a) Corrosive substances shall not be stored in the same room with other chemicals, such as turpentine, carbides, metallic powders and combustible materials, the accidental mixing with which may cause a reaction which is either violent or gives rise to toxic fumes and gases.
   (b) Pumping or filling overhead tanks, receptacles, vats or other containers for storing corrosive substances shall be so arranged that there is no possibility of any corrosive substance overflowing and causing injury to any person.
   (c) Every container having a capacity of twenty litres or more and every pipeline, valve, and fitting used for storing or carrying corrosive substances shall be thoroughly examined every year for finding out any defects, and defects so found out shall be removed forthwith. A register shall be maintained of every such examination made and shall be produced before the Inspector-cum-Facilitator whenever required.
11. Fire extinguishers and firefighting equipment: An adequate number of suitable type fire extinguishers or other firefighting equipment, depending on the nature of chemical stored, shall be provided. Such extinguishers or other equipment shall be regularly tested and refilled. Clear instructions as to how the extinguishers or other equipment should be used, printed in the language which majority of the workers employed understand, shall be affixed near each extinguisher or other equipment.
12. Exemption- If in respect of any factory on an application made by the Manager, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances, or the infrequency of the process or for any other reason to be recorded by him in writing, all or any of the provisions of this schedule are not necessary for the protection of the person employed therein, he/she may by a certificate in writing which he/she may at any time revoke, exempt to the factory from such of the provisions and subject to such condition as he/she may specify therein.

Schedule - XVI
(See rule 84)
Processing of Cashew nut

1. Application- This schedule shall apply to all factories in which roasting, scrubbing and shelling of cashew nuts or extracting oil from cashew nuts or cashew nut shells are carried on.
2. Prohibition of employment of women and young persons- No woman or young person shall be employed in any of the processes specified in paragraph 1 except in shelling of roasted cashew nuts.

3. Protective clothing and equipment- The occupier shall provide and maintain for the use of all persons employed in roasting and scrubbing of cashew nuts or extracting oil from cashew nuts or cashew nuts shells-
   (a) a suitable rubber or washable leather gloves;
   (b) suitable type of impervious aprons with sleeves to cover body down to knees and shoulders; and
   (c) suitable type of footwear to afford protection to feet and legs against cashew nut oil; and for the workers employed in cashew nut shelling, either-
   (d) a protective ointment containing 10% of shellac, 55% of alcohol, 10% of sodium pergorate, 5% of carbitol and 20% talc; or
   (e) sufficient quantity of kaolin and coconut oil; and
   (f) any other material or equipment- which the Chief Inspector-cum-Facilitator of factories may deem to be necessary for the protection of the workers.
4. Use of protective clothing and equipment. -Every person employed in processes specified in paragraph 1 shall make use of protective clothing and equipment supplied and arrangements shall be made by the occupier to supervise its use, maintenance and cleanliness.
5. Disposal of shells, ashes or oil of cashew nut
   (a) Shells, ashes or oil of cashew nut shall not be stored in any room in which workers are employed and shall be removed at least twice a day to any pit or enclosed place in the case of shells and ashes and to closed containers kept in a separate room in the case of oil.
   (b) No worker shall be allowed to handle shells or oil of cashewnuts without using the protective clothing or equipment provided under paragraph 3 above.
6. Floors of workrooms- The floor of every workroom in which processes specified in paragraph 1 are carried on, shall be of a hard material so as to be smooth and impervious and of even surface and shall be cleaned daily, and spillage of any cashew nut oil in any workroom shall be washed with soap and cleaned immediately.
7. Seating accommodations- Workers engaged in shelling of cashew nuts shall be provided with adequate seats of work benches which shall be cleaned daily.
8. Messroom-
   (a) There shall be provided and maintained for the use of all persons employed in process specified in paragraph 1, a suitable restroom furnished with sufficient tables and chairs or benches.
   (b) Separate lockers shall be provided where food, etc, shall be stored by workers before it is consumed in the restroom.
9. Food, drinks, etc. prohibited in work room- No food, drink, pan supari, or tobacco, shall be brought or consumed by any worker in any room in which processes specified in paragraph 1 are carried out and no person shall remain any such room during intervals for meals or rest.
10. Washing facilities- Where roasting, scrubbing and shelling of cashew nuts or extracting oil from cashewnuts or cashew nuts shells is carried on, there shall be provided and maintained ina clean safe and good repair washing facilities with a sufficient supply of soap, coconut oil, nail brushes and towels at the scale of one tap or standpipe for every 10 workers, and the taps or standpipes shall be spaced not less than 1.2 map art.
11. Time allowed for washing- Before each meal and before the end of the day's work, at least ten minutes, in addition to the regular meal times, shall be allowed for washing, to each person employed in processes specified in paragraph 1.
12. Smoke or gas produced by roasting cashewnuts- Where smoke or gas produced in the operation of roasting, provision shall be made for removing the smoke or gas through a chimney of sufficient height (minimum 15 m from ground level) and capacity or by such other arrangements as may be necessary to prevent the gas or smoke escaping into the air or any place in which workers are employed.

13. Storage of protective equipment – A suitable room or a portion of the factory suitably partitioned off, shall be provided exclusively for the storage of all the protective equipment supplied to the workers and no such equipment shall be stored in any place other than the room or places so provided.
14. Medical facilities and records of examinations and tests-
    (a) The occupier of every factory to which the schedule applies, shall–
        (i) employ a qualified Factory Medical Officer for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator of Factories; and
        (ii) provided to the Factory Medical Officer all the necessary facilities for the purpose referred to in clause (a)
    (b) The said Factory Medical Officer shall inspect daily the hands and feet of all the persons employed in the process specified in paragraph 1.
    (c) The record of such examinations carried out by the Factory Medical Officer shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    (d) The first aid box maintained shall also contain Burrough solution (1:20) and aqueous solution of tannic acid (10%) for treatment of cases of dermatitis.
15. Medical examinations by Medical Officer-
    (a) Every worker employed in the processes specified in paragraph 1 shall be examined by a Medical Officer within 15 days of his first employment. Such examinations shall include skin test for dermatitis and no worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    (b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every three calendar months. Such examinations shall, wherever the Medical Officer considers appropriate include asking test for dermatitis.
    (c) The Medical Officer after examining a worker, shall issue a Certificate of fitness in FORM VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (1) and (2), including the nature and the results of these tests, shall also be entered by the Medical Officer in a health register in Form-V.
    (d) The Certificate of Fitness and health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    (e) If at any time the Medical Officer is of the opinion that a, worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the workers he/she shall made a record of the findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit to work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
    (f) No person who has been found unfit to work as laid in sub paragraph (5)shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination, again certifies him fit for employment in those processes.
16. Exemption – The Chief Inspector-cum-Facilitator of Factories may grant exemptions from the operation of any of these where he/she is satisfied that their observance is not necessary for safeguarding the health of the workers.

SCHEDULE- XVII
(See rule 84)
Compression of oxygen and hydrogen produced by electrolysis of water.

1. Location of Electrolyser plant. – The room in which Electrolyser plant is installed shall be separate from plant for storing and compressing oxygen and hydrogen and also the electric generator room.
2. Testing of purity-
   (a) The purity of oxygen and hydrogen shall be tested by a competent person at least once in every shift at the first posts:
      (i) in the electrolysis room;
      (ii) at the gasholder inlet; and
      (iii) at the suction end of the compressor.
   (b) The purity figures shall be entered in a register and signed by the persons carrying out such test: Provided, however, that if the Electrolyser plant is fitted with automatic recorder of purity of oxygen and hydrogen with alarm lights, it shall be sufficient if the purity of gases is tested at the suction end of the compressor only.
   (c) Restriction as to the compression – The oxygen and hydrogen gases shall not be compressed if their purity as determined under paragraph 2 above falls below 98% at any time.
   (d) Limit switch for gasholder – The bell of any gas holder shall not be permitted to go within 30 centimetres of its lowest position when empty and a limit switch shall be fitted to the gasholder in which a manner as to switch off the compressor motor when the limit is reached.
   (e) Provision of negative pressure switch – In addition to the limit switch in the gasholder-a sensitive negative pressure switch shall be provided in or adjacent to the suction main for hydrogen close to the gasholder and between gasholder and the hydrogen compressor to switch off the compressor motor in the event of the gasholder being emptied to the extent as to cause vacuum.
   (f) Purity of caustic soda – The water and caustic soda used for making limit shall be chemically pure within pharmaceutical limits.
   (g) Precautions against reversal of polarity – Electrical connections at the electrolyser cells and at the electric generator terminals shall be so constructed as to preclude the possibility of wrong connections leading to the reversal of polarity and in addition to automatic device shall be provided to cut off power in the event of reversal of polarity owing to wrong connections either at the switch board at the electric generator terminals.
   (h) Coloring of gas pipes – Oxygen and hydrogen gas pipes shall be painted with distinguishing colors and in the event of leakage at the joints of the hydrogen gas pipe, the pipe after reconnection shall be purged of all air before drawing in hydrogen gas.
   (i) Use of flame proof fitting – All electric wiring and apparatus in the electrolyser room shall be of flameproof construction or enclosed in flameproof fitting and no naked light or flame shall be allowed to be taken either in the electrolyser room or where compressor and filling of the gases is carried on and such warning notices shall be exhibited in prominent places.
   (j) Prohibition of hot work – No part of the electrolyser plant and the gasholders and compressor shall be subjected to welding, brazing, soldering or cutting until steps have been taken to remove any explosive substance from that part and render the part safe for such operations and after the completion of such operations no explosive substance shall be allowed to enter that part until the metal has cooled sufficiently to prevent risk of explosion.
   (k) Repair, Preventive Maintenance, etc. to be done under supervision – No work or operation, repair or maintenance shall be undertaken except under the direct supervision of a person who, by his training, experience and knowledge of the necessary precautions against risk of explosion is

competent to supervise such work. No Electric generator after erection or repair shall be switched on to the electrolyser unless the same is certified by the competent persons under whose direct supervision erection or repairs are carried on to be in a safe condition and the terminals have been checked by the polarity as required by paragraph 7.

(l) Checking of plant – Every part of the electrolyser plant and the gasholders and compressor shall have a regular schedule of overhaul and checking and every defect noticed shall be rectified forthwith.

SCHEDULE - XVIII
(See rule 84)
Process of Extracting Oils and Fats from Vegetables and Animals Sources in Solvent Extraction Plants

1. Definitions – For the purpose of the schedule–
   (a) "Solvent extraction plant" means a plant in which the process of extracting oils and fats from vegetable and animal sources by use of solvents is carried on;
   (b) "Solvent" means a flammable liquid such as pentane hexane and heptane used for the recovery of vegetable oils;
   (c) "Flameproof enclosure" as applied to electrical machinery or apparatus means an enclosure that will withstand when covers or other access doors are properly secured and internal explosion of the flammable gas or vapour which may enter or which may originate inside the enclosure without suffering damage and without communicating internal inflammation (or explosion) to the external flammable gas or vapour.
   (d) "Competent person" for the purpose of this schedule shall be at least a Member of the Institution of Engineers (India) or an associate member of the said institution with 10 years' experience in a responsible position as may be approved by the Chief Inspector- cum-Facilitator.
   (e) Provided that graduate in Mechanical engineering or Chemical technology with specialized knowledge of oils and fats and with a minimum experience of 5 years in a solvent extraction plant shall also be considered to be a competent person:
   (f) Provided further that the State Government may accept any other qualification, if in its opinion they are equivalent to the qualifications aforesaid
2. Location and layout
   (a) No solvent extraction plant shall be permitted to be constructed or extended to within a distance of 30 from the nearest residential locality.
   (b) A 1.5m high continuous wire fencing shall be provided around the solvent extraction
   (c) plant up to a minimum distance of 15 m from the plant.
   (d) No person shall be allowed to carry any matches or an openflame of fire inside the area bound by the fencing.
   (e) Boiler houses and other buildings where open flame processes are carried on shall be located at least 30 m away from the solvent extraction plant.
   (f) If godown and preparatory process are at a distance from of less than 30 m from the solvent extraction plant, these shall be at least 15 m distant from the plant, and a continuous barrier wall of non-combustible material 1.5 mhigh shall be erected at a distance of not less than 15 m from the solvent extraction plant so that it extends to at least 30 m of vapour travel around its end from the plant to the possible sources of ignition.
3. Electrical Installations
   (a) All electrical motors and wiring and other electrical equipment installed or housed in solvent extraction plant shall be of flame-proof construction.

(b) All metal parts of the plant and building including various tanks and containers where solvents are stored or are present and all parts of electrical equipment not required to be energized shall be properly bounded together and connected to earth so as to avoid accidental rise in the electrical potential of such parts above the earth potential.

4. Restriction on Smoking- Smoking shall strictly be prohibited within 15 m distance from solvent extraction plant. For this purpose, "No smoking" signs shall be permanently be displayed in the area.
5. Precautions against friction
   (a) All tools and equipment including ladders, chains and other lifting tackle required to be used in solvent extraction plants shall be of non-sparking type.
   (b) No machinery or equipment in any solvent extraction plant shall be belt driven, unless the belt used is of such a type that it does not permit accumulation of static electricity to a dangerous level.
   (c) No person shall be allowed to enter and work in the solvent extraction plant, if wearing clothes made of nylon or such other fibre that can generate statical ectrical charge, or wearing footwear which is likely to cause sparks by friction.
6. Firefighting apparatus
   (a) Adequate number of portable fire extinguishers suitable for use against flammable liquid fires shall be provided in the solvent extraction plant.
   (b) An automatic water spray sprinkler system on a wet pipe openhead deluge system with sufficient supply of storage water shall be provided over solvent extraction plant and throughout the building housing such plant.
7. Precaution against power failure – Provision shall be made for the automatic cutting off of steam in the event of power failure and also for emergency overhead water supply for feeding water by gravity to condensers which shall come into play automatically with the power failure.
8. Magnetic separators – Oil-cake shall be fed to the extractor by a conveyor through a hopper and a magnetic separator shall be provided to remove any pieces of iron during its transfer.
9. Venting-
   (a) Tanks containing solvents shall be protected with emergency venting to relieve excessive internal pressure in the event of fire.
   (b) All emergency relief vents shall terminate at least 6 m above the ground and be so located that vapor will not re-enter the building in which solvent extraction plant is located.
10. Waste water – Process waste water shall be passed through a flash evaporator to remove any solvent before it is discharged into a sump which should be located within the fenced area, but not closer than 8 m to the fence.
11. Ventilation– The solvent extraction plant shall be well-ventilated and if the plant is housed in a building, the building shall be provided with mechanical ventilation with provision for at least six air changer per hour.
12. Housekeeping-
   (a) Solvent shall not be stored in an area covered by solvent extraction plant except in small quantities which shall be stored in approved safety cans.
   (b) Waste material such as oily rags other waste and absorbents used to wipe off solvents and paints and oil shall be deposited in approved containers and removed from the premises at least once a day.
   (c) Space within the solvent extraction plant and within 15 m from the plant shall be kept free from any combustible materials and any spills of oil or solvent shall be cleaned up immediately.
13. Examination and Repairs-
   (a) The solvent extraction plant shall be examined by the competent person to determine any

weakness or corrosion and wear once in every 12 months. Report of such examination shall be supplied to the Inspector-cum-Facilitator with his observation as to whether or not the plant is in safe condition to work.

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

(c) Facility shall be provided for purging the plant within ertgas or steam before opening for cleaning or repair and before introducing solvent after repairs.

14. Operating personnel – The operation of the plant and machinery in the solvent extraction plant shall be in the charge of such duly qualified and trained person as are certified by the competent person to be fit for the purpose and no other person shall be allowed to operate the plant and machinery.
15. Employment of women and young person – No woman or young person shall be employed in the solvent extraction plant.
16. Vapor detection – A suitable type of flame-proof and portable combustible gas indicator shall be provided and maintained in good working order and a schedule of routing sampling of atmosphere at various locations as approved by the Chief Inspector-cum-Facilitator shall be drawn out and entered in a register maintained for the purpose.
17. Exception – If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other person, all or any of the provision of this schedule is not necessary for the protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a Certificate in writing (which he/she 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/she may specify therein.

SCHEDULE - XIX
(See rule 84)
Manufacture or manipulation of manganese and its compounds

1. Application– This schedule shall apply to every factory in which or any part of which any manganese process is carried on.
2. Definitions – For the purposes of this schedule-
   (a) "Manganese process" means processing, manufacture or manipulation of manganese or any compound of manganese or any ore or any mixture containing manganese.
   (b) "Manipulation" means mixing, blinding, filling, emptying grinding, sieving, drying, packing, sweeping, or otherwise handling of manganese, or a compound of manganese, or any one or any mixture containing manganese; and
   (c) "Efficient exhaust ventilation" means localized ventilation effected by mechanical means for the removal of dust or fume or mist at is source of origin so as to prevent it from escaping in to the atmosphere of any place where any work is carried on. No draught shall be deemed to be efficient which fails to remove the dust or fume or mist at the point where it is generated and fails to prevent it from escaping into and spreading into the atmosphere of a workplace.
3. Isolation of a process – Every manganese process which may give rise to dust, vapour or mist containing manganese, shall be carried on in a totally enclosed system or otherwise effectively isolated from other processes so that other plants and processes and other parts of the factory and persons employed on other processes may not be affected by the same.
4. Ventilation of process – No process, in which any dust, vapour or mist containing manganese is generated, shall be carried out except under an efficient exhaust ventilation which shall be applied as near to the point of generation as practicable.

5. Personal protective equipment
   (a) The occupier of the factory shall provide and maintain in good and clean condition suitable overalls and head covering and for all persons employed in any manganese process and such overalls and head coverings shall be worn by the persons while working on a manganese process.
   (b) The occupier of the factory shall provide suitable respiratory protective equipment for use by workers in emergency to prevent inhalation of dusts, fumes or mists. Sufficient number of complete sets of such equipment shall always be kept near the work place and the same shall be properly maintained and kept always in condition to be used readily.
   (c) The occupier shall provide and maintain for the use of all persons employed suitable accommodation for the storage and made adequate arrangements for cleaning and maintenance of personal protective equipment.
6. Prohibition relating to women and young persons – No pregnant women or young persons shall be employed or permitted to work in any manganese process.
7. Food, drinks etc. prohibited in the work rooms – No food, drink, pan and supari or tobacco shall be allowed to be brought into or consumed by any worker in any workroom in which any manganese process is carried on.
8. Mess room – There shall be provided and maintained for the use of the persons employed in a manganese process a suitable mess room which shall be furnished with sufficient tables and benches and adequate means for warming of food. The mess room shall be placed under the charge of a responsible person and shall be kept clean.
9. Washing facilities – There shall be provided and maintained in a clean state and in good condition for the use of persons employed on manganese process–
   (a) a wash place under cover with either –
      (i) a trough with smooth impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least 60 cm for every ten such persons employed at any one time and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 cm; or
      (ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply water; and
   (b) sufficient supply of soap or other suitable cleaning material and nail brushes and clean towels.
10. Cloak room– If the Chief Inspector-cum-Facilitator so requires there shall be provided and maintained for the use of persons employed in manganese process a cloak room for clothing put off during working hours with adequate arrangements for drying the clothing.
11. Cautionary placard and instruction – Cautionary notices in the form specified in appendix and printed in the language of the majority of the workers employed, shall be affixed in prominent places in the factory where they can be easily and conveniently read by the workers and arrangements shall be made of the occupier to instruct periodically all workers employed in a manganese process regarding the health hazards connected with their duties and the best preventive measures and method to protect themselves. The notices shall always be maintained in a legible condition.
12. Medical facilities and record of examination and tests
   (a) The occupier of every factory to which the schedule applies, shall-
      (i) employ a qualified Factory Medical Officer for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator of Factories; and
      (ii) provided to the said Factory Medical Officer all the necessary facilities for the purpose referred to in clause(a)

(b) The recorded of medical examination and appropriate tests carried out by the said Factory Medical Officer shall be maintained in a separate register approved by the Chief Inspector- cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.

13. Medical examination by Medical Officer.-
    (a) Every worker employed in any manganese process shall be medically examined by a Medical Officer within 15 days of his first employment. Such examination shall include tests for detection of serum calcium, serum phosphate and manganese in blood and urine and also include steadiness tests and other neuro-muscular co-ordination tests. No worker shall be allowed to work after 15 days of his first employment the factory unless certified fit for such employment by the Medical Officer.
    (b) Every worker employed in a manganese process shall be re-examined by a Medical Officer at least once in every three calendar months and such examination shall, wherever the Medical Officer considers appropriate, include all the tests in sub paragraph (1)
    (c) The Medical Officer after examining a worker, shall issue a certificate of fitness in FORM-VI. The record of examination and re-examination carried out shall be entered in the certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub paragraph (1) and (2) including the nature and the results of these tests shall also be entered by the Medical Officer in a health register in Form-V.
    (d) The Certificate of fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    (e) If at any time the Medical Officer is of the opinion that the worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit to work in the said process. The person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer in which case the person affected shall be suitably rehabilitated.
    (f) No person who has been found unfit to work as said in sub-paragraph (5) shall be re-employed or permitted to work in the said process unless the Medical Officer after further examination, again certifies him fit for employment in those processes.

14. Exemption – If in respect of any factory the Chief Inspector-cum-Facilitator is satisfied that owing to any exceptional circumstances or infrequency of the process, or for any other reason, application of all or any of the provisions of this schedule is not necessary for the protection of the persons employed in such factory he/she may by an order in writing which he/she may at his discretion revoke exempt such factory from all or any of the provisions on such conditions and for such period as he/she may specify in the said order.

CAUTIONARY NOTICE
Manganese and Manganese Compounds

1. Dust, fumes and mists of manganese and its compound re-toxic when inhaled or when ingested.
2. Do not consume food or drink near the workplace.
3. Take a good wash before taking meals.
4. Keep the working area clean
5. Use the protective clothing and equipment provided
6. When required to work in situations where dusts, fumes or mists or likely to be inhaled or respiratory protective equipment provided for the purpose.

a) If you got severe headaches, prolonged sleeplessness or abnormal sensation on the body, report to the manager who would make arrangements for your examination and treatment.

SCHEDULE- XX
(See rule 84)
Manufacture or Manipulation of Dangerous Pesticides

1. Application – This schedule shall apply in respect of all factories or any part thereof in which the process of manufacture or manipulation of dangerous pesticides herein after referred to as the said manufacturing process is carried on.
2. Definitions – For the purpose of the schedule–
   (a) "Dangerous pesticides" means any product proposed or used for controlling, destroying or repelling any pest or for preventing growth or mitigating effects of such growth including any of its formulations which is considered toxic under and is covered by the Insecticides Act, 1968 and the rules made there under and any other product as may be notified from time to time by the State Government.
   (b) "Manipulation" includes mixing, blending, formulating, filling, emptying, packing or otherwise handling;
   (c) "efficient exhaust draught" means localized mechanical ventilation for removal of smoke, gas, vapour, dust, fume or mist so as the prevent them from escaping into the air of any workroom in which work is carried on. No exhaust draught shall be considered efficient if it fails to remove smoke generated at the point where such gas, fume, dust, vapor or mist originates from the process.
3. Instruction to worker – Every worker on his first employment shall be fully instructed on the properties including dangerous properties of the chemical handled in the said manufacturing process and the hazards involved. The employees shall also be instructed in the measures to be taken to deal with any emergency. Such instructions shall be repeated periodically.
4. Cautionary notice and placards – Cautionary notice and placards in the form specified in appendix to this schedule and printed in the language of the majority of the workers shall be displayed in all work places in which said manufacturing process is carried on so that they can be easily and conveniently read by the workers. Arrangements shall be made by the occupier and the manager of the factory to periodically instruct the workers regarding the health hazards arising in the said manufacturing process and methods of protection. Such notices shall include brief instructions regarding the periodical clinical test required to be undertaken for protecting health of the workers.
5. Prohibition relating to employment of women or young persons – No pregnant woman or any young person shall be employed or permitted to work in any room in which the said manufacturing process is carried on or in any room in which dangerous pesticide is stored.
6. Food, drinks and smoking prohibited- No food, drink, tobacco, pan or supari shall be brought into or consumed by any worker in any work room in which the said manufacturing process is carried out.
7. Protective clothing and protective equipment
   (a) Protective clothing consisting of long pants and shirts or overalls with long sleeves and head coverings shall be provided for all workers employed in the said manufacturing process.
   (b) a) protective equipment consisting of rubber gloves, gum boots, rubber aprons, chemical safety goggles and respirators shall be provided for all workers employed in the said manufacturing process.
   b) gloves, boots, aprons shall be made from synthetic rubber where a pesticide contains oil.
   (c) Protective clothing and equipment shall be worn by the workers supplied with such clothing and equipment.

(d) Protective clothing and equipment shall be washed daily from inside and outside if the workers handle pesticides containing nicotine or phosphorous and shall be washed frequently if handling other pesticides.
(e) Protective clothing and equipment shall be maintained in good repair;

8. Floors and workbenches
   (a) Floors in every workroom where dangerous pesticides are manipulated shall be of cement or other impervious material giving a smooth a surface.
   (b) Floors shall be maintained in good repair, provided with adequate slope leading to drain and thorough washed once a day with hose pipe.
   (c) Work benches where dangerous pesticides are manipulated shall be made of smooth, non-absorbing material preferably stainless steel and shall be cleaned at least once daily.
9. Spillage and waste
   (a) If a dangerous pesticide during its manipulation splashes or spills on the work bench/floor or on the protective, clothing worn by a worker, immediate action shall be taken for thorough decontamination of such area or articles.
   (b) Cloth, rags, paper or other material soaked or soiled with a dangerous pesticide shall be deposited in a suitable receptacle with tight fitting cover. Contaminated waste shall be destroyed by burning least once a week.
   (c) Suitable deactivating agents, where available, shall be kept in a readily accessible place for use while attending to a spillage.
   (d) Easy means of access shall be provided to all parts of the plant for cleaning maintenance and repairs.
10. Empty containers used for dangerous pesticides – Containers used for dangerous pesticides shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discarded or destroyed.
11. Manual handling
   (a) A dangerous pesticide shall not be required or allowed to be manipulated by hand except by means of a long-handled scoop.
   (b) Director contact of any part of the body with dangerous pesticide during its manipulation shall be avoided.
12. Ventilation
   (a) In every workroom or area where a dangerous pesticide is manipulated, adequate ventilation shall be provided at all times by the circulation of fresh air.
   (b) Unless the process is completely enclosed, the following operations during manipulation of dangerous pesticides shall not be undertaken without an efficient exhaust draught.
      (i) emptying a container holding a dangerous pesticide
      (ii) blending a dangerous pesticide;
      (iii) preparing a liquid or powder formulation containing a dangerous pesticide; and
      (iv) changing or filling a dangerous pesticide into a container, tank hoper or machine or small sized containers.
   (c) In the event of failure of the exhaust draught provided on the above operation, the said operations shall be stopped forthwith.
13. Time allowed for washing
   (a) Before each meal and before the end of the day's work at least ten minutes in addition to the regular rest interval shall be allowed for washing to each worker engaged in the manipulation of dangerous pesticide.
   (b) Every worker engaged in the manipulation of dangerous pesticides shall have a through wash before consuming any food and also at the end of the day's work.

14. Washing and bathing facilities
    (a) There shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the factory where the said manufacturing process is carried on. Adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 5 persons employed.
    (b) The washing places shall have stand pipes placed at intervals of not less than one meter.
    (c) Not less than one half of the total number of washing places shall be provided with bathrooms.
    (d) Sufficient supply of clean towels made of suitable material shall be provided:
    (e) Sufficient supply of soap and nail brushes shall be provided.
15. Cloak room – There shall be provided and maintain for the use of all workers employed in the factory where the said manufacturing process is carried on –
    (a) a cloakroom for the clothing put off during working hours with adequate arrangements for drying clothing, if wet; and
    (b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 7.
16. Messroom
    (a) There shall be provided, and maintained, for the use of all workers employed in the factory in which the said manufacturing process is carried on and reaming on the premises during the rest intervals, a suitable mess room which shall be furnished with –
        (i) sufficient tables and benches with back rest, and
        (ii) adequate means for warming food
    (b) The mess room shall be placed under the charge of a responsible person and shall be kept clean.
17. Manipulation not be undertaken – Manufacture or manipulation of a pesticides shall not be undertaken in any factory unless a certificate regarding its dangerous nature or otherwise is obtained from the Chief Inspector-cum-Facilitator.
18. Medical facilities and records of examinations and tests
    (a) The occupier of every factory to which the schedule applies, shall–
        (i) employ a qualified Factory Medical Officer for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator of Factories; and
        (ii) provide to the said Factory Medical Officer at the necessary facilities for the purpose referred to in clause (a)
    (b) The record of medical examinations and appropriate tests carried out by the said Factory Medical Officer shall be maintained in a separate register approved by the Chief Inspector- cum-Facilitator of Factories which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
19. Medical examination by Medical Officer
    (a) Every worker employed in the process mentioned in paragraph 1 shall be examined by the Medical Officer with 15 days of his first employment. Such examination in respect of halogenated pesticides shall include tests for determination of the chemical in blood and in fat tissues, EEG abnormalities and memory tests. In respect of organophosphorus compound, such examinations shall include test for depression of cholinesterase in plasma and red blood cells. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    (b) Every worker employed in the said process shall be re-examined by a Medical Officer at least once in every six calendar months. Such examination shall, wherever, the Medical Officer considers appropriate, include the tests specified in sub-paragraph (1). Further every worker employed in the said processes shall also be examined once in very three months by the Factory Medical Officer.

(c) The Medical Officer after examining a worker shall issue a Certificate of Fitness in FORM VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2) including the nature and the results of these tests shall also be entered by the Medical Officer in a health register in FORM-V.

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

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

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

20. Exemption – If in respect of any factory the Chief Inspector-cum-Facilitator is satisfied that, owing to the exceptional circumstances or the infrequency of the said manufacturing process or for any other reason which he/she shall record in writing all or any of the provisions of this schedule are not necessary for the protection of the workers employed in the factory, he/she may by a certificate in writing exempt such factory, from all or any of the provisions on such condition as he/she may specify therein. Such certificate may at any time be revoked by the Chief Inspector- cum-Facilitator after recording his reasons therefore.

CAUTIONARYNOTICE
Insecticides and pesticides

1. Chemical handled in this plant are poisonous substances
2. Smoking, eating food or drinking, chewing tobacco in this area is prohibited. No food stuff or drink shall be brought in this area
3. Some of these chemicals may be absorbed through skin and many cause poisoning
4. A good wash shall be taken before meals.
5. A good bath shall be taken at the end of the shift.
6. Protective clothing and equipment supplied shall be used while working in this area.
7. Containers of pesticides shall be used for keeping foodstuffs.
8. Spillage of the chemicals on any part of the body or on the floor or work bench shall be immediately washed away with water.
9. Clothing contaminated due to splashing shall be removed immediately.
10. Scrupulous cleanliness shall be maintained in this area.
11. Do not handle pesticides with bare hands, use scoops provided with handle.
12. In case of sickness like nausea, vomiting, giddiness, the manager should be informed who will make necessary arrangements for treatment.
13. All workers shall report for the prescribed medical tests regularly to protect their own health.

SCHEDULE - XXI
(See rule 84)
Manufacture, handling and usage of benzene and Substances containing benzene

1. Application – This schedule shall apply in respect of factories or parts thereof in which benzene or substances containing benzene are manufactured handled or used.
2. Definitions – For the purpose of this schedule–
   a) 'Substances containing benzene' means substances wherein benzene content exceeds 1 per cent by volume;
   b) 'Substitute' means a chemical which is harmless or less harmful than, benzene and can be used in place of benzene;
   c) 'Enclosed system' means a system which will not allow escape of benzene vapours to the working atmosphere;
   d) 'Efficient exhaust draught' means localized ventilation effected by mechanical means for the removal of gases, vapors and dusts or fumes so as to prevent them from escaping into the air of any workroom. No draught shall be deemed to be efficient if it fails to remove smoke generated at the point where such gases, vapors, fumes or dusts originate.
3. Prohibition of substitution-
   a) Use of benzene and substance containing benzene is prohibited in the following process:
      (i) manufacture of varnishes, paints and thinners; and
      (ii) cleaning and degreasing operations.
   b) Benzene or substances containing benzene shall be used as a solvent or diluent unless the process in which it is used is carried on in an enclosed system or unless the process is carried on in a manner which is considered equally safe as if it were carried out in an enclosed system.
   c) Where suitable substitutes are available, they shall be used instead of benzene or substances containing benzene. This provision, however shall not apply to the following process-
      (i) production of benzene;
      (ii) where benzene is used for chemical synthesis.
      (iii) motor spirits (used as fuel)
   d) The Chief Inspector-cum-Facilitator may, subject to confirmation of by the State Government permit exemptions from the percentage laid down in sub-paragraph 2(a) and also from the provisions of sub-paragraph (2) of this paragraph temporarily under conditions and within limits of time to be determined after consultation with the employers and workers concerned.
4. Protection against inhalation-
   a) The process involving the use of benzene or substances containing benzene shall as far as practicable be carried out in an enclosed system.
   b) Where, however, it is not practicable to carry out the process in an enclosed system the work room in which benzene or substances containing benzene are used shall be equipped with an efficient exhaust draught or other means for the removal of benzene vapours to prevent their escape into the air of the work room so that the concentration of benzene in the air does not exceed 10 parts per million by volume or 30 milligrams per cubic metre.
   c) Air analysis for the measurement of concentration of benzene vapour in air shall be carried out every 8 hours or at such intervals as may be directed by the Chief Inspector- cum-Facilitator at places where process involving use of benzene is carried on and the result of such analysis shall be recorded in a register specially maintained for this purpose. If the concentration of benzene vapours in air as measured by air analysis exceeds 10 parts per million by volume or 30 milligrams per cubic meter, the manager shall forthwith report the concentration to the Chief Inspector-cum-Facilitator stating the reasons for such increase.

d) Workers who for special reasons are likely to be exposed to concentration of benzene in the air of the work room exceed the maximum referred to in sub-paragraph (2) shall be provided with suitable respirators or face masks. The duration of such exposure shall be limited as far as possible.

5. Measures against skin contact
   a) Workers who are likely to come into contact with liquid benzene or liquid substance containing benzene shall be provided with suitable gloves, aprons, boots and where necessary vapour tight chemical goggles, made of material not affected by benzene or its vapours.
   b) The protective wear referred to in sub paragraph (1) shall be maintained in good condition and inspected regularly.
6. Prohibition relating to employment of women and young persons – No woman or young person shall be employed or permitted to work in any work room involving exposure to benzene or substances containing benzene.
7. Labelling – Every container holding benzene or substances containing benzene shall have the word 'Benzene' and approved danger symbol clearly visible on it and shall also display information on benzene content, warning about toxicity and warning about in flammability of the chemical.
8. Improper use of benzene-
   a) The use of benzene or substances containing benzene by workers for cleaning their hands or their work clothing shall be prohibited.
   b) Workers shall be instructed on the possible dangers arising from such misuse.
9. Prohibition of consuming food etc. in workroom – No worker shall be allowed to store or consume food or drink in the workroom in which benzene or substances containing benzene or manufactured, handled or used. Smoking and chewing tobacco or pan shall be prohibited in such workrooms.
10. Instructions as regard risks – Every worker on his first employment shall be fully instructed on the properties of benzene of substances containing benzene which he/she has to handle and of the dangers involved. Workers shall also be instructed on the measures to be taken to deal with in an emergency.
11. Cautionary notices – Cautionary notices in the form specified in appendix and printed in the language easily read and understood by the majority of the workers shall be displayed in prominent places in the work rooms where benzene of substances containing benzene are manufactured, handled or used.
12. Washing facilities, cloak room and mess room– In factories in which benzene or substance containing benzene are manufactured, handled or used, the occupier shall provide and maintain in clean state and in good repair,-
   a) washing facilities under cover of the standard of at least one tap for every 10 persons having constant supply of water with soap and a clean towel provided individually to each worker if so, ordered by the Inspector-cum-Facilitator.
   b) at cloak room with the lockers for each worker, having two compartments one for street clothing and one for work clothing; and
   c) a mess room furnished with tables and benches with means for warming food, provided that where a canteen or other proper arrangements exist for the workers to take their meals, the requirements of mess room shall be dispensed with.
13. Medical facilities and records of examination and tests –
   a) The occupier of every factory to which this schedule applies, shall–
      (i) employ a qualified Factory Medical Officer for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator of Factories; and
      (ii) provide to the said Factory Medical Officer all the necessary facilities for the purpose referred to in clause (a)

b) The record of medical examinations and appropriate tests carried out by the said Factory Medical Officer shall be maintained in a separate register approved by the Chief Inspector- cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.

14. Medical Examination by the Medical Officer
    a) Every worker employed in processes mentioned in paragraph 1, shall be examined by a Medical Officer within 15 days of his first employment, such examination shall include tests for detection of phenolinurine and determination of urinary sulphide ratio and C.N.S. and haematological tests. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every twelve calendar months and such examination shall, wherever the Medical Officer considers appropriate; include all the tests specified in sub-paragraph (1). Further, every worker shall also be examined once in every three calendar months by the factory Medical Officer.
    c) The Medical Officer after examining, a worker, shall issue a certificate of fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the certificate and the certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (10 and 20), including the nature and the results of these tests shall also be entered by the Medical Officer in a health register in FORM-V.
    d) The certificate of fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit to work in the said processes. The person so suspended for the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
    f) No person who has been found unfit to work as said in sub-paragraph (5) shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination, again certifies him fit for employment in those processes.

CAUTIONARY NOTICE
Benzene and substances containing benzene

1. Hazards
    a) Benzene and substances containing benzene are harmful.
    b) Prolonged or repeated breathing of benzene vapours may result in acute or chronic poisoning.
    c) Benzene can also be absorbed through skin which may cause skin and other diseases.
2. Preventive measures
    a) Avoid breathing of benzene vapours.
    b) Avoid prolonged or repeated contact of benzene with the skin;
    c) Remove benzene soaked or wet clothing promptly.
    d) If any time you are expose to high concentration of benzene vapours and exhibit signs and symptoms such as dizziness, difficulty in breathing excessive excitation and losing of consciousness, immediately inform your factory manager.
    e) Keep all the containers of benzene closed.

f) 'Handle', use and process benzene and substances containing benzene carefully in order to prevent their spillage on floor.
g) Maintain good housekeeping.

3. Protective equipment
   a) Use respiratory protective equipment in place where benzene vapours represent in high concentration.
   b) In emergency use self-generating oxygen mask or oxygen or air cylinder masks.
   c) Wear hand gloves, aprons, goggles and gum boots to avoid contact of benzene with your skin and body parts.
4. First-aid measures in case of acute benzene poisoning
   a) Remove the clothing immediately if it is vested with benzene
   b) Liquid benzene enters eyes, flush thoroughly for atleast 15 minutes with clean running water and immediately secure medical attention.
   c) In case of unusual exposure to benzene vapour, call a physician immediately. Until he/she arrives, do the following:
   If the exposed person is conscious- Move him to fresh air in open Lay down without a pillow and keep him quiet and warm.
      (i) If the exposed person is unconscious-
      (a) Lay him down preferably on the left side with head low.
      (ii) Remove any false teeth, chewing-gum, tobacco or the foreign objects which may be in his mouth.
         a) Provide him artificial respiration in case difficulty in being experienced in breathing.
         b) In case of shallow breathing or cyanosis (blueness of skin lips, ears, finger nail beds) he/she should be provided with medical oxygen or oxygen carbon dioxide mixture. If needed, he/she should be given artificial respiration. Oxygen should be administered by a trained person only.

SCHEDULE - XXII
(See rule 84)
Manufacturing Process or Operations in Carbon Disulphide plant

1. Application- This schedule shall apply to all electric furnaces in which carbon disulphide is generated and all other plants where carbon disulphide after generation, is condensed refined and stored. This scheduled is in addition to and not in derogation of any of the provisions of the Act and Rules made thereunder.
2. Construction, installation and operation
   a) The buildings in which electric furnaces are installed and carbon disulphide after generation is condensed and refined shall be segregated from other parts of the factory and shall be of open type to ensure optimum ventilation and the plant lay out shall be such that only a minimum number of workers are exposed to the risk of any fire or exploration at any one time;
   b) Every electric furnace and every plant in which carbon disulphide is condensed, refined and stored, with all their fittings and attachments shall be of good construction, sound material and of adequate strength to sustain the internal pressure to which the furnace or the plant may be subjected and shall be so designed that carbon disulphide liquid and gas are in closed system during their normal working;
   c) The electric furnace supports shall be firmly grouted in concrete or by other effective means;

d) Every electric furnace shall be installed and operated according to manufactures instructions and these instructions shall be clearly imparted to the personal in charge of construction and operations;
e) The instructions regarding observance of correct furnace temperature, sulphur dose, admissible current of power consumption and periodical checking of charcoal level shall be strictly complied with.

3. Electrodes
   a) Where upper ring electrodes made of steel are used in the electric furnace, they shall be of seamless tube construction and shall have arrangement for being connected to cooling water system through a siphon build in the electrodes or through a positive pressure water-pump.
   b) The arrangement for cooling water referred to in sub-paragraph (1) shall be connected with automatic alarm system which will actuate in the event of interruption of cooling water in the electrodes and give visible and audible alarm signals in the control room and simultaneously stop power supply for the furnace operation and to stop the further supply of water. The alarm system and the actuating device shall be checked everyday.
4. Maintenance of charcoal levels – When any electric furnace is in operation, it shall be ensured that the electrodes are kept covered with charcoal bed.
5. Charcoal separator – A cyclone type of Charcoal separator shall be fitted on the off-take pipe between the electric furnace and sulphur separator to prevent entry of pieces of charcoal into the condensers and piping.
6. Repair discs and safety seal
   a) At least two rupture disc of adequate size which shall blow of at a pressure twice the maximum operating pressure shall be provided on each furnace and shall either be mounted directly on the top or the furnace of each through an independent pipe as close as possible to the furnace.
   b) A safety water seal shall be provided and tapped from a point between the charcoal separator and the sulphur separator.
7. Pyrometer and Manometer
   a) Each electric furnace shall be fitted with adequate number of pyrometers to give an indication of the temperature as correctly as reasonably practicable at various points in the furnace. The dials for Reading temperatures shall be located in the control room.
   b) Manometer or any other suitable devices shall be provided for indicating pressure.
      (i) in he/she off take pipe before and after the sulphur separator; and
      (ii) in primary and secondary condensers.
8. Check valves – All piping carrying carbon disulphide shall be fitted with check valves at suitable positions so as to prevent gas from slowing back in to any electric furnace in the event of its shutdown.
9. Inspection and maintenance of electric furnaces
   a) Every electric furnace shall be inspected internally by a competent person
      (i) before being placed in service after installation;
      (ii) before being placed in service after reconstruction or repairs; and
      (iii) periodically every time the furnace is opened for cleaning or de-ashing or for replacing electrodes.
   b) When an electric furnace is shut down for cleaning or de-ashing-
      (i) the brick lining shall be checked for continuity and any part found defective removed;
      (ii) after removal of any part of the lining referred to in (a) the condition of the shell shall be closely inspected; and
      (iii) any plates forming shell found corroded, to the extent that safety of the furnace is endangered shall be replaced.

10. Maintenance of records – The following hourly records shall be maintained in a log book-
    a) manometer readings at the points specified in sub-paragraph 7 (2)
    b) gas temperature indicated by pyrometer and all other vital points near the sulphur and primary and secondary condensers.
    c) water temperature and flow of water through the siphon in the electrodes; and
    d) Primary and secondary voltages and current and energy consumed.
11. Electrical apparatus, wiring and fittings - All buildings in which carbon disulphide is refined or stored shall be provided with electrical apparatus wiring and fittings which shall afford adequate protection from fire and explosion.
12. Prohibition relating to smoking - No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in buildings in which carbon the disulphide is refined or stored, and a notice in the language understood by a majority of the workers shall be pasted on the plant prohibiting smoking and carrying of matches, fire of naked light or other means of producing naked light of spark in to such rooms.
13. Means of escape- Adequate means of escape shall be provided and maintained to enable persons to move to a safe place as quickly as possible in case of an emergency. At least two independent staircases of adequate width shall be provided in every building housing the furnaces at reasonable intervals at opposite ends. These shall always be kept clear of all obstructions and so designed as to afford easy passage.
14. Warnings in case of fire– There shall be adequate arrangements for giving warnings in case of fire or explosion which shall operate on electricity and in case of failure of electricity by some mechanical means.
15. Firefighting equipment
    a) Adequate number of suitable fire extinguishers or other firefighting equipment shall be kept in constant readiness for dealing with risks involved and depending on the amount and nature of material stored;
    b) Clear instructions as to how the extinguishes or other equipment should be used printed in the language which the majority of the workers employed understand, shall be affixed to each extinguisher or other equipment and the personal trained in their use.
16. Bulk Sulphur
    a) Open or semi enclosed spaces for storage of bulk sulphur shall be sited with the due regard to the dangers which may arise from sparks given off by nearby locomotive etc., and precautions shall be taken to see those flames, smoking and matches and other sources of ignition do not come in contact with the clouds of dust arising during handling of bulk sulphur.
    b) All enclosures for bulk sulphur shall be of non-combustible construction adequately ventilated and so designed as to provide a minimum of ledges on which dust may lodge;
    c) The bulk sulphur in the enclosures shall be handled in such a manner as to minimize the formation of dust clouds and no flame, smoking and matches or other sources of ignition shall be employed during handling, and non-sparking tools shall be used whenever sulphur is shovelled or otherwise removed by hand;
    d) No repair involving flames heat or use of hand of power tools shall be made in the enclosure where bulk sulphur is stored.

17. Liquid sculpture– Open flames, electric sparks and other sources of ignition, including smoking and matches; shall be excluded from the vicinity of molten sculpture.
18. Training and supervision
    a) All electric furnaces and all plants in which carbon disulphide is condensed, refined or stored shall be under adequate supervision at all times while the furnaces and plant are in operation;

b) Workers in-charge of operation and maintenance of electric furnaces and the plants shall be properly qualified and adequately trained.

19. Washing facilities
    a) The occupier shall provide and maintain in a clean state and in good repair, for the use of all persons employed wash place under cover with at least one tap or stand-pipe having a constant supply of clean water for every five such persons, the taps or stand- pipes being spaced not less than 120 cm apart with a sufficient supply of soap and clean towels provided that towels shall be supplied individually to each worker if so, ordered by the Inspector- cum-Facilitator.
    b) All the workers employed in the sulphur storage, handling and melting operations shall be provided with a nailbrush.
20. Personal protective equipment
    a) Suitable goggles and protective clothing consisting of overalls without pockets, gloves and foot-wear shall be provided for the use of operators-
        (i) when operating valves or cocks controlling fluids etc.,
        (ii) drawing off of molten sulphur from sulphur posts; and
        (iii) handling charcoal or sulphur
    b) Suitable respiratory protective equipment shall be provided and stored in the appropriate place for use during abnormal conditions or in an emergency.
    c) Arrangements shall be made for the proper and efficient cleaning of all such protective equipment.
21. Cloak rooms – There shall be provided and maintained for the use of all persons employed in the process a suitable clock room for clothing put off during work hours and a suitable place separate from the cloak room for the storage of overalls or working clothes. Then accommodation so provided shall be placed in the charge of a responsible person and shall be kept clean.
22. Unauthorized persons – Only maintenance and repair personnel, persons directly connected with the plant operation and those accompanied by authorized persons shall be admitted into the plant.

SCHEDULE - XXIII
(See rule 84)
Manufacture or Manipulation of Carcinogenic Dye Intermediates

1. Application – The schedule shall apply in respect of all factories or any part thereof where processes in which the substances mentioned in paragraph 3 and 4 are formed, manufactured, handled or used and the processes incidental thereto in the course of which these substances are formed, are carried on. The processes indicated in the paragraph shall be referred to hereinafter "as the said processes" and such a reference shall mean any or all the processes described in this paragraph.
2. Definitions – For the purpose of this schedule the following definitions shall apply, unless the context otherwise requires,-
    a) " controlled substances" means chemical substances mentioned in paragraph 4 of this schedule;
    b) "efficient exhaust draught" means localized ventilation effected by mechanical means for the removal of gas, vapour, dust or fume so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient which fails to remove smoke generated deemed to be efficient which fails to remove smoke generated at the point where such gas, vapour, fume or dust originates; and
    c) "prohibited substances" means chemical substances mentioned in paragraph 3 of this schedule
3. Prohibited substances – For the purpose of this schedule, the following chemical substances shall be classified as "prohibited substances" except when these substances, are present or are formed as a by-product of a chemical reaction in a total concentration not exceeding one percent;

a) beta- naphthylamine and its salts;
b) Benzidine and its salts;
c) 4-amino diphenyl and its slats;
d) 4-nitro diphenyl and its salts; and
e) any substances containing any of these compounds.

4. Controlled substances – For the purpose of this schedule the following chemical substances shall be classified as controlled substances.
   a) Alpha-naphthylamine or alpha-naphthylamine containing not more than one percent of beta-naphthylamine either as a by-product of chemical reaction or otherwise, and its salts;
   b) Ortho-tolidine and its salts;
   c) Dianisidine and its salts;
   d) Dichlorobenzene and its salts;
   e) Auramine; and
   f) Magenta
5. Prohibition of employment – No person shall be employed in the said process in any factory in which any prohibited substance is formed, manufactured, processes, handled, or used except as exempted by the Chief Inspector-cum-Facilitator as stipulated in Paragraph 23.
6. Requirements for processing or handling controlled substances
   a) Where ever any of the controlled substances referred to in paragraph 4 are formed manufactured, processed, handled, or used, all practical steps be taken to prevent inhalation, ingestion or absorption of the said controlled substance by the workers while engaged in processing that substance, and its storage or transport within the plant, or in cleaning or maintenance of the concerned equipment, plant, machinery and storage areas.
   b) As far as possible all operations shall be carried out in a totally enclosed system. Wherever such enclosure is not possible, efficient exhaust draught shall be applied at the point where the controlled substances are likely to escape into the atmosphere during the process.
   c) The controlled substances shall be received in the factory in tightly closed containers and shall be kept so except when these substances are in process or in use. The controlled substances shall leave the factory only in tightly closed containers of appropriate type. All the containers shall be plainly labelled to indicate the contents.
7. Personal protective equipment
   a) The following items of personal protective equipment shall be provided and issued to every worker employed in the said processes:-
      (i) long trousers and shirts or overall, with full sleeves and head coverings. The shirt or overall shall cover the neck completely; and
      (ii) rubber gum-boots.
   b) The following items of personal protective equipment shall be provided in sufficient numbers for use by workers employed in the said processes when there is danger of injury during the performance of normal duties or in the event of emergency;
      (i) rubber hand-gloves;
      (ii) rubber aprons; and
      (iii) airline respirators or other suitable respiratory protective equipment.
   c) It shall be the responsibility of the manager to maintain all items of personal protective equipment in a clean and hygienic condition and in good repair.
8. Prohibition relating to employment of women and young persons – No women or young person shall be employed or permitted to work in any room in which the said process is carried on.
9. Floors of workroom – The floor of every workroom in which the said process are carried on shall be

a) smooth and impervious to water provided that asphalt or tar shall not be used in the composition of the floor,
b) maintained in a state of good repair
c) with a suitable slope for easy draining and provided with gutter sand
d) thoroughly washed daily with the drain water being led into a sewer through a closed channel.

10. Disposal of empty containers – Empty containers used for holding controlled substances shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discarded.
11. Manual handling– Controlled substances shall not be allowed to be mixed, filled, exempted or handled except by means of a scoop with a handle such scoop shall be thoroughly cleaned daily.
12. Instructions regarding risk – Every worker in his first employment in the said processes shall be fully instruction on the properties of the toxic chemicals to which he/she is likely to be exposed to, of the dangers involved and the precautions to be taken. Workers shall also be instructed on the measures to be taken to deal with an emergency.
13. Cautionary placards – Cautionary placards in the form specified in appendix attached to this schedule and printed in the language of the majority of the workers employed in the said processes shall be affixed in prominent places frequented by them in the factory where the placards can be easily and conveniently read. Arrangements shall be made by the manager to instruct periodically all such workers regarding the precautions contained in the cautionary placards.
14. Obligations of the workers – It shall be the duty of the persons employed in the said processes to submit themselves for the medical examination including exfoliate cytology of urine by the Medical Officer or the qualified medical practitioner as provided by under these rules.
15. Washing and bathing facilities
    (a) The following washing and bathing facilities shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the said process:-
        (i) a wash place under cover having constant supply of water and provided with clean towels, soap and nailbrushes and with at least one stand pipe for every five such workers;
        (ii) 50 percent of the stand pipes provided under clause (a) shall be located in the bathrooms where both hot and cold water shall be made available under the working hours of the factory and for one hour thereafter;
        (iii) the washing and bathing facilities shall be in close proximity of the area housing and the said process;
        (iv) clean towels shall be provided individually to each worker; and
        (v) in addition to the taps mentioned under clause (a) one stand pipe, in which warm water is made available shall be provided on each floor.
    (b) Arrangement shall be made to wash factory uniforms and other work clothes every day.
16. Food, drinks etc. prohibited in workroom – No worker shall consume food, drink, a supari or tobacco or shall smoke in any workroom in which the said processes are carried on and no worker shall remain in any such room during intervals for meals or rest.
17. Cloakroom – There shall be provided and maintained in a clean state and in good repair for the use of the workers employed in the said processes (a) cloakroom with lockers having two compartments– one for street clothes and the other for work clothes, and (b) a place separate from the locker room and the mess room, for the storage of protective equipment provided under paragraph 7.
    The accommodation so provided shall be under the case of responsible person and shall be kept clean.
18. Mess room – There shall be provided and maintained for the use of workers employed in the said processes who remain on the premises during the meal intervals, a mess room which shall be furnished with tables and benches and provided with suitable means for warming food.

19. Time allowed for washing – Before the end of each shift 30 minutes shall be allowed for bathing for each worker who is employed in the said process. Further, at least 10 minutes shall be allowed for washing before each meal in addition to the regular time allowed for meals.
20. Restriction on age of persons employed – No worker under the age of 40 years shall be engaged in the factory in the said processes for the first time after the date on which the schedule comes into force.
21. Medical facilities and records of examinations and tests
    a) The occupier of every factory to which the schedule applies, shall-
        (i) employs a qualified medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator of Factories; and
        (ii) provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).
    b) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register provided by the Chief Inspector-cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.
22. Medical examination by the Medical Officer
    a) Every worker employed in the said process shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include tests for detection of methaemoglobin in food (Haematological tests), Para nitrophenol in urine, pulmonary function tests and CNS tests. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every six calendar months and such re-examination shall, wherever the Medical Officer considers appropriate, include all the tests specified in sub-paragraph (1).
    c) The Medical Officer after examining a worker shall issue a Certificate of Fitness in FORM VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (1) and (2), including the nature and the results of these tests, shall also be entered by the Medical Officer in a health register in Form-V.
    d) The Certificate of fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit to work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
    f) No person who has been found unfit to work as said in subparagraph (5) shall be re-employed or permitted to work in the said process unless the Medical Officer after further examination, a gain certifies him fit for employment in those processes.
23. Exemptions – Prohibited substances
    a) The Chief Inspector-cum-Facilitator may by a Certificate in writing which he/she may at his discretion revoke at any time, subject to such conditions, if any, as may be specified therein, exempt any process in the course of which any of the prohibited substances if formed processes,

manufactured, handled, used, from the provisions of paragraph 5 if he/ she is satisfied that the process is carried out in a totally enclosed and hermetically sealed system in such a manner that the prohibited substance is not removed from the system except in quantities no greater than that required for the purpose of control, of the process or such purposes as is necessary to ensure that the product or such purpose is free from any of the prohibited substances.

b) The Chief Inspector-cum-Facilitator may allow the manufacture, handling or use of Benzidine hydrochloride provided that all the processes in connection with it are carried out in a totally enclosed system in such a manner that no prohibited substance other than Benzidine hydrochloride is removed there from except in quantities no greater than that required for the purpose of control of the processes or such a purposes as is necessary to ensure that the product is free from prohibited substances and that adequate steps are taken to ensure that Benzidine hydrochloride is, except while not in a totally enclosed system, kept with not less than one part of water to two parts of Benzidine hydrochloride at all times.

24. Exceptions – General – If in respect of any factory the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for the protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a Certificate in writing (which he/she 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/she may specify therein.

CAUTIONARY PLACARD/NOTICE CARCINOGENIC DYE INTERMEDIATES

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

SCHEDULE- XXIV
(See rule 84)
OPERATIONS INVOLVING HIGH NOISE AND VIBRATION LEVELS

Part – A High Noise Levels:

1. Application – This part of the Schedule shall apply to operations involved in any manufacturing process where noise level is high from the permitted levels.
2. Definitions – For the purpose of this schedule,-
   a) "noise" means any unwanted sound.
   b) "high noise level" means noise level measured on the A-weighted scale which is 85 dB or above.

c) "Decibel" means one-tenth of "Bel" which is the fundamental division of a logarithmic scale used to express the ratio of two specified or implied quantities, the number of "Bels" denoting such a ratio being the logarithm to the base of 10 of these ratios. The noise level (or the sound pressure level) corresponds to a reference pressure of 20x10 Newton per square meter or 0.0002' dynes per square centimeter, the threshold of hearing, i.e., the lowest sound pressure level necessary to produce the sensation of hearing in average healthy listeners. The decibel in abbreviated form is dB.

d) " frequency" is the rate of pressure variations expressed in cycles per second or hertz.

e) "dB A" refers to sound level in decibels as measured on a sound level meter operating on the A-weighting network with slow meter response.

f) "A-weighting" means making graded adjustments in the intensities of sound for various frequencies for the purpose of noise measurement, so that the sound pressure level measured by an instrument reflects the actual response of the human ear to the sound being measured.

3. Protection against Noise–

a) In every factory, a suitable engineering controls or administrative measures shall be taken to ensure, in so far as is reasonably practicable, so that no worker is exposed to sound levels exceeding the maximum permissible noise exposure levels specified in Tables 1 and 2.

TABLE 1
PERMISSIBLE EXPOSURE IN CASES OF CONTINUOUS NOISE

Total time of exposure, continuous or Sound pressure level in dBA for short term exposures permissible per day in hours

Hours	dBA
8	85
6	87
4	90
3	92
2	95
1½	97
1	100
¾	102
½	105
¼	110

Notes: -

1. Exposure in excess of 110 dBA shall not be permitted.
2. For any period of exposure falling in between any figure and the next higher or Lower figure as indicated in column 1, the permissible sound pressure level is to be determined by extrapolation on a proportionate basis.

TABLE – 2
PERMISSIBLE EXPOSURE LEVELS OF IMPULSIVE OR IMPACT NOISE.

1. Peak sound pressure level in dB permitted viz. the permissible number of impulses or impact per day shall be –

dB	Nos. of impulses per day
140	100
135	315
130	1,000
125	3,160
120	10,000

Notes: -
1. Exposure in excess of 140 dB peak sound pressure level shall not be permitted.
2. For any peak sound pressure level falling in between any figure and the next Higher or lower figure as indicated in column 1, the permitted number of Impulses or impacts per day is to be determined by extrapolation on a proportionate basis.

2. For the purposes of this Schedule, if the variations in the noise level involve maximum at intervals of one second or less, the noise is to be considered as a continuous one and only the criteria given in Table 1. In other cases, the noise is to be considered as impulsive or impact noise and the criteria given in Table 2 shall apply.
3. When the daily exposure is composed of two or more periods of noise exposure at different levels then their combined effect should be considered, rather than the individual effect. The mixed exposure is considered to have exceed the limit value if the sum of the fractions
   C1/T1+ C2/T2+ Cn/Tn exceeds unity,
   Where the C1, C2 etc. indicate the total time of actual exposure at a specified noise level and T1, T2, etc. denote the time of exposure permissible at that level. Noise exposure of less than 90 dBA may be ignored in the above calculation.
4. Where it is not possible to reduce the noise exposure to the levels specified in paragraph (1) above by reasonably practicable engineering control or administrative measures, the noise exposure shall be reduced to the greatest extent practically possible by such control measures.
   And each worker so exposed shall be provided with suitable ear protectors as per relevant national or international standards as to reduce the exposure to the levels specified in paragraph (1) above
5. The Occupier shall provide personal hearing protectors to the Workers:
   a) So as to eliminate the risk to hearing or to reduce the risk to a level as is reasonably practicable;
   b) After consultation with the workers concerned or their representatives, suitable protectors conforming to the bodily features of the workers shall be provided free of cost;
   c) Ensure that hearing protectors are properly fitted, periodically checked for the effectiveness, worn and maintained in good working condition and repaired as and when needed;
   d) Ensure that workers are given periodical training in the use, care and maintenance of the personal hearing protectors;
6. Where the ear protectors provided in accordance with sub-paragraph (3) and (4) and worn by a worker is ineffective to attenuate the noise from harming his ear, as observed when, measured by subtracting the attenuation value in dBA from the measured sound pressure level, has gone to a level not permissible under Table 1 or Table 2 as the case may be, the noise exposure period then shall be suitably reduced to correspond to the permissible noise exposures specified in sub- paragraph (1) above.
7. a) In all cases where the prevailing sound levels exceed the permissible levels specified in sub- paragraph

(1) above there shall be administered an effective hearing conservation programme and which shall include among other things hearing conservation measures, pre-employment and periodical auditory surveys on workers exposed to noise exceeding the permissible levels, including rehabilitation of such workers either by reducing the exposure to the noise levels or by transferring them to places where noise levels are relatively less or by any other suitable means.

b) Every worker employed in areas where the noise exceeds the maximum permissible exposure levels specified in sub-paragraph (1) above shall be subjected to auditory examination by a Medical Officer within 14 days of his first employment and thereafter, shall be re-examined at least once in every 12 months. Such initial and periodical examinations shall include tests which the Medical Officer may consider appropriate and shall include determination of auditory thresholds for pure tones of 125, 250, 500, 1000, 2000, 4000 and 8000 cycles per second.

Part – B High Vibration Levels:

1. Applications:- This part of the Schedule shall apply to all operations in a manufacturing or part thereof having high undesired vibration levels.
2. Definitions:-
   a) "daily exposure" means the quantity of mechanical vibration to which a worker is exposed during a working day, that also takes into account the magnitude and duration of such vibration levels;
   b) " vibration" means a mechanical phenomenon where by oscillations occur about an equilibrium point. The oscillations may be periodic or random;
   c) "high vibration" means any exposure greater than the exposure limit value and action- value specified in paragraph 3 below
   d) " exposure action value" means the level of daily exposure set out in paragraph 3 below for any worker which, if reached or exceeded, requires specified action to be taken to reduce the risk;
   e) " exposure limit value" means the level of daily exposure for any worker that shall not be exceeded, as specified in paragraph 3 below.
   f) "hand-arm vibration" means mechanical vibration which is transmitted onto the hands and arms during a work or mechanical activity;
   g) "mechanical vibration" means vibration occurring in a part of the machinery or equipment or in a vehicle consequent on its operation; and
   h) " whole-body vibration" means mechanical vibration which is transmitted to the body, when sitting or standing, during a work activity or as described in sub paragraph 3 (2) below.
3. Exposure limit values and action values:-
   a) For hand-arm vibration,
      (i) the daily exposure limit value is 5 m/s2A (8);
      (ii) the daily exposure action value is 2.5 m/s2 A (8), and daily exposure shall be ascertained on the basis of the values set out in the relevant National/ International standards, specified in Table 1 below.
   b) For whole body vibration,-
      (i) the daily exposure limit value is 1.15 m/s 2A (8);
      (ii) the daily exposure action value is 0.5 m/s2 A (8); and daily exposure shall be ascertained on the basis of the values set out in the relevant National/ International standards.

TABLE – 1

1. The Threshold Limit Values (TLVs) for exposure of hands while using hand held/hand operated devices to vibration levels in X, Y, and Z directions shall be as given below:

2. Total Daily Exposure Duration (hours) Maximum value of frequency weighted acceleration (m/s2) in any direction
   4 to less than 8 hours 4
   2 to less than 4 hours 6
   to less than 2 hours 8
   Less than 1 hour 12
3. Assessment of vibration exposure shall be made for each direction (X, Y, Z) since vibration is a vector quantity having (magnitude and direction). In each direction, the magnitude of the vibration during normal operation of the power too, machine or work piece should be expressed by the root-mean-square (RMS) value of the frequency – weighted component acceleration, in units, meter per second squared (m/s2)
4. Assessment of risk to health due to vibration at workplaces: -
   a) The occupier who carries out work which is liable to expose any worker to vibration shall make a suitable and sufficient assessment with the help of a competent agency of the risk involved in that work to the health and safety of workers and the assessment so made shall identify the control measures that need to be taken.
   b) The risk assessment should be reviewed whenever it is felt that the change in the process has made the earlier risk assessment no longer valid.
5. Engineering Control Measures:-
   a) The occupier shall ensure that risk from the exposure of workers to vibration is either eliminated at source or, where this is not reasonably practicable, reduced to as how a level as is reasonably practicable.
   b) Where it is not reasonably practicable to eliminate risk at source, pursuant to clause (a) of paragraph 4 an exposure-action-value is likely to be reached or exceeded, the employer shall reduce exposure to a level as is reasonably practicable by establishing and implementing a re-engineering and rehabilitation programme, which is appropriate to the type of activity that is being carried on.
   c) The occupier shall ensure that following measures are taken–
      (i) work equipment shall be of appropriate ergonomic design, taking into account, the work to be done, reducing the vibration levels to the minimum;
      (ii) work equipment shall have auxiliary equipment to reduce the risk of injuries caused by vibration; supported with appropriate maintenance programmes for the equipment and the associated systems and workplace;
   d) Subject to sub-rule 2, the employer shall ensure that the workers are not exposed to vibration above the exposure limit value; and if not, shall take necessary steps to identify the reasons for the limit being exceeded and reduce the exposure to vibration, to below the limit value specified: Provided where the exposure of a worker to vibration is usually below the exposure- action- value but varies from time to time and may occasionally exceed the exposure limit value, appropriate measures shall be taken to reduce the levels to within specified limits. Provided further, any exposure to vibration averaged over one week is less than the exposure limit value and there is evidence to show that the risk from the actual pattern of exposure is less than the corresponding risk from constant exposure at the exposure limit value; and that the risk is reduced to as low level as is reasonably practicable, taking into account the special circumstances, the pattern shall be maintained in the long run.

6. Medical examination:-
   a) The occupier shall ensure that the workers who are likely to be exposed to vibration at levels above exposure action value are subjected to periodical medical examination once in a year. The medical examination shall include general and physical examination as well as special test for Reynaud's phenomenon.
   b) The health record of workers shall be maintained by the occupier for a period of 5 years form the date of last test and the same shall be produced before the Inspector-cum-Facilitator of Factories on demand.
   c) If at any time, the Medical Officer/Factory Medical Officer is of the opinion that the worker is no longer fit to work in the said process on the ground that continuance therein would involve danger to the health of the worker, he/she shall make a record of his findings in fitness certificate and the health register. The entry of his findings in those documents shall include the period for which he/she considers the person unfit for work in the manufacturing process/processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless in the opinion of the Medical Officer, he/she is fully incapacitated and in that case the person affected shall be suitably rehabilitated with sufficient compensation.
7. Personal Protective Equipment:-
   a) The occupier shall ensure that the workers who are likely to be exposed to high levels of vibration are provided with appropriate personal Protective Equipment and protective clothing conforming to the National or International Standards. Such Personal Protective Equipment should include hand gloves and safety shoes. The protective clothing shall be able to protect the workers from chilly damp areas.
   b) The occupier shall ensure that workers are given periodical training in the daily use, care and maintenance of their Personal Protective Equipment.
8. Administrative Control Measures:-
   a) The occupier shall ensure that as far as reasonably practicable, all necessary control measures are taken to ensure that the unwanted vibrations does not affect the health of the workers employed in the process to which this part of Schedule apply.
   b) The occupier shall provide all workers with information instruction and training to limit the exposure within limit values and action values as set out in paragraph –3.
   c) Without prejudice to the generality of paragraph (1) above, the information, instruction and training provided under that paragraph should include-
      (i) the exposure limit values and action values set out in sub paragraph-3
      (ii) safe working practices to minimize exposure to vibration; and
      (iii) suitable and sufficient information and training to inculcate right practices while handling work equipment to minimize the exposure to vibration, and to use the equipments safely and in the right manner.
      (iv) Limitation of the duration and magnitude of exposure to vibration;
      (v) appropriate work schedules with adequate rest periods; and
      (vi) The information, instruction and training required by sub-paragraph (2) above shall be updated to take into account the significant changes that are coming up in the type of work being carried on or the working methods use by the employer.
   d) The Occupier shall display pictorial cautionary notices/warning signs at conspicuous places more frequented by workers where there are possibilities of them being exposed to undesired levels of high vibrations.
9. Prohibition in employment of women, young persons and persons with disabilities: - No women or young person or persons with disabilities shall be employed in the process covered by this part of the schedule.

10. Exemptions:- If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to any exceptional circumstances, or intermittent nature of the process, or for any other reason, application of all or any of the provisions of this schedule is not necessary for the protection of the persons employed in such factory, he/she may by an order in writing which he/ she may at his discretion revoke, exempt such factory from all or any of the provisions on such conditions and for such period as he/she may specify.

SCHEDULE - XXV
(See rule 84)
Manufacture of Rayon by Viscose Process.

1. Definition – For the purpose of this schedule
   a) "approved" means approved for the time being in writing by the Chief Inspector.
   b) "breathing apparatus" means a helmet of face piece with necessary connections by means of which the person using it in a poisonous asphyxiating or irritant atmosphere breathes unpolluted air, or any other approved apparatus.
   c) "Churn" means the vessel in which alkali cellulose pulp is treated with carbon disulphide;
   d) "dumping" means transfer or cellulose xanthate from a dry churn to a dissolver;
   e) "efficient exhaust draught" means localized ventilation by mechanical means for the removal of any gas or vapour, so as to prevent it from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient if it falls to control effectively any gas or vapour generated at the point where such gas or fume originates;
   f) "fume process" means any process in which carbon disulphide or hydrogen sulphide is produced, used or given off;
   g) "life belt" means a belt made of leather or other suitable material which can be securely fastened round the body with a suitable length of rope attached to it, each of which is sufficiently strong to sustain the weight of a man;
   h) "protective equipment" means apron, goggles, face shields, foot wear, gloves and overalls made of suitable materials.
2. Ventilation–
   a) In all work rooms where a fume process is carried on, adequate ventilation by natural or mechanical means shall be provided so as to control, in association with other control measures, the concentration of carbon disulphide and hydrogen sulphide in the air of every work environment within the permissible limits.
   b) Notwithstanding the requirements in sub-paragraph (1) the efficient exhaust draught shall be provided and maintained to control the concentration of carbon-di-sulphide and hydrogen sulphide in the air at the following locations.
      (i) dumping hoppers of dry churns;
      (ii) spinning machines
      (iii) trio-rollers and cutters used in staple fibre spinning
      (iv) hydro-extractors for yarn cakes
      (v) after treatment processes; and
      (vi) spin baths.
   c) In so far as the spinning machines and trio rollers and cutter used in staple fibre spinning are concerned, they shall be, for the purpose of ensuring the effectiveness of the exhaust draught to be provided as required in sub paragraph 1, enclose as fully as practicable and provided with suitable shutters in sections to enable the required operations to be carried out without giving rise to undue quantities of carbon-di-sulphide and hydrogen sulphide escaping to the work environment.

d) No dry churn shall be opened after completion of reaction without initially exhausting the residual vapours of carbon-di-sulphide by operation of suitable and efficient arrangements for exhausting the vapours which shall be continued to be operated as long as the churn is kept opened.

e) Whenever any ventilation apparatus normally required for the purpose of meeting the requirements in sub-paragraph (2), (3) and (4) is ineffective, fails, or is stopped for any purpose whatsoever, all persons shall be required to leave the work areas where the equipment or processes specified in the above said sub paragraph are in use, as soon as possible and in any case not alter than 15 minutes after such an occurrence.

f) (a) All ventilating systems provided for the purposes as required in sub-paragraphs (2), (3) and (4) shall be examined and inspected once in every week by a responsible person. It shall be thoroughly examined and tested by a competent person once in every period of 12 months. Any defects found by such examinations or test shall be rectified forthwith.

(b) A register containing particulars of such examinations and tests, and the state of the systems and the repairs or alterations (if any) found to be necessary shall be kept and shall be available for inspection by an Inspector.

3. Waste from spinning machines – Waste yarn from the spinning machines shall be deposited in suitable containers provided with close fitting covers. Such waste shall be disposed of as quickly as possible after decontamination.
4. Lining of dry churns – The inside surface of all dry churns shall be coated with anon-sticky paint so that cellulose xanthate will not stick to the surface or all churn. Such coating shall be maintained in good condition.
5. Air monitoring.-
   a) Ensure the effectiveness of the control measures, monitoring of carbon-di-sulphide and hydrogen sulphide in air shall be carried out once at least in every shift and the record of the result so obtained shall be entered in a register specially maintained for the purposes.
   b) For the purpose of the requirements in sub-paragraph (1), instantaneous gas detector tubes shall not be used. Samples shall be collected over a duration of not less than 10 minutes and analysed by an approved method. The locations where such monitoring is to be done shall be as directed by the Inspector cum facilitator.
   c) If the concentration of either Carbon disulphide or hydrogen sulphide exceeds the permissible limits for such vapour or gas as laid down, suitable steps shall be taken for controlling the concentrations in air of such contaminants. A report of such occurrences shall be sent to the Chief Inspector cum Facilitator forthwith.
6. Prohibition to remain in fume process room.- No person during his intervals for meal, or rest shall remain in any room wherein fume process is carried on.
7. Prohibition relating to employment of young person.- No young person shall be employed or permitted to work in any fume processor in any rooms in which any such process is carried on.
8. Protection equipment.-
   a) The occupier shall provide and maintain in good condition protective equipment as specified in the Table for use of persons employed in the process referred to therein.

TABLE

Process Protection equipment

1. Dumping Overall, face-shields, gloves and foot wear all made of suitable material
2. Spinning Suitable aprons, gloves and footwear
3. Process involves or likely to involve contact with viscose solution Suitable gloves and footwear

4. Handing of sculpture Suitable chemical goggles
5. Any other process involving contact with hazardous chemicals
6. Protective equipment as may be directed by the Chief Inspector by an order in writing

b) A suitable room, rooms or lockers shall be provided exclusively for the storage of all the protective equipment supplied to workers and no such equipment shall be stored any place other than the room, rooms or lockers so provided.

9. Breathing Apparatus,-
   a) There shall be provided in every factory where fume is carried on, sufficient supply of-
      (i) Breathing apparatus.
      (ii) Oxygen and suitable appliances for its administration, and
      (iii) Life belts.
   b) (i) The breathing apparatus and other appliances referred to in sub-paragraph (1) shall be maintained in good condition and kept in appropriate locations so as to readily available.
      (ii) The breathing apparatus and other appliances referred to in clauses (a) and (b) of sub paragraph (1) shall be– cleaned and disinfected at suitable intervals and thoroughly inspected once in every month by a responsible person.
      (iii) A record of the maintenance of the condition of the breathing apparatus and other appliances referred to in sub-clause (1) shall be entered in a register provided for that purpose which shall be readily available for inspection by an Inspector
   c) Sufficient number of workers shall be trained and periodically retained in the use of breathing apparatus and administering artificial respiration so that at least 2 such trained persons would be available during all the working hours in each room in which fume process is carried on.
   d) Breathing apparatus shall be kept properly, labelled in clean, dry, tight-proof cabinets and if liable to be affected by fumes, shall be protected by placing them in suitable containers.
   e) No person shall be employed to perform any work for which breathing apparatus is necessary to be provide under sub-paragraph (1) unless he has been fully instructed in the proper use of the equipment.
   f) No breathing apparatus provided in pursuance of sub-paragraph (1) which has been worn by a person shall be worn by another person unless it has been thoroughly cleaned and disinfected since last being worn and the persons has been fully instructed in the proper use of that equipment.
10. Electric fittings – All electric fittings in any room in which carbon disulphide is produced, used or given off or is likely to be given off into the work environment, other than a spinning room, shall be of flame-proof construction and all electric conductors shall either be enclosed in metal conduits or be dead-sheathed.
11. Prohibition relating to smoking etc., - No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in a room in which fume process is carried on. A notice in the language understood by the majority of the workers shall be posted at prominent locations in the plant prohibiting smoking and carrying of matches, fire or naked light or other means of producing naked light or spark into such rooms. Provided that fire naked light or other means of producing a naked light of spark may be carried on in such room only when injured for the purposes of the process itself under the direction of a responsible person.
12. Washing and bathing facilities–
   a) There shall be provided and maintained in clean state and in good repair for the use of all workers employed in the factory where the said manufacturing process is carried on, adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 25 persons employed.

b) The washing places shall have stand pipes placed at intervals of not less than one meter.
c) Not less than one half of the total number of washing places shall be provided with bath- rooms.
d) Sufficient supply of clean towels made of suitable material shall be provided:
e) Provided that such towels shall be supplied individually for each worker if so, ordered by the Inspector cum facilitator.
f) Sufficient supply of soap and nail brushes shall be provided.

13. Rest room–
a) A rest room shall be provided for the workers engaged in doffing operations of filament yarn spinning process.
b) Such rest room shall be provided with fresh air supply and adequate seating arrangement.

14. Cautionary notice and instructions–
a) The following cautionary notice shall be prominently displayed in each fume process room.
Cautionary Notice
(i) Carbon disulphide (CS2) and Hydrogen Sulphide (H2S) which may be present in this room are hazardous to health.
(ii) Follow safety instructions
(iii) Use protective equipment and breathing apparatus as and when required.
(iv) Smoking is strictly prohibited in this area.
(v) This notice shall be in a language understood by the majority of the workers and displayed where it can be easily and conveniently read if any worker is illiterate, effective steps shall be taken to explain carefully to him the contents of the notice also displayed.
b) Arrangements shall be made to instruct each worker employed in any room in which a fume process is carried on regarding the health hazards connected with their work and the preventive measures and methods to protect themselves. Such instructions shall be given on his first employment and repeated periodically.
c) Simple and special instructions shall be framed to ensure that effective measures will be carried out in case of emergency involving escape of carbon disulphide and hydrogen sulphide. Those instructions shall be displayed in the concerned area and workers shall be instructed and trained in the action to be taken in such emergencies.

15. Medical facilities and records of examinations and tests–
a) The occupier of each factory to which this schedule applies shall-
(i) employ a qualified medical officer for medical surveillance of the workers employed in the fume process whose employment shall be subject to the approval of the Chief Inspector cum facilitator; and
b) The record of medical examination and appropriate tests carried out by the said medical officer shall be maintained in a separate register approved by the Chief Inspector of Factories which shall be kept readily available for inspection by the Inspector-cum- Facilitator.

16. Medical Examinations by the Certifying Surgeon –
a) Every worker employed in the fume process shall be examined by a certifying surgeon within 15days of his first employment. Such examination shall include tests for estimation of exposures co-efficient (iodine-azide test on urine) and cholesterol as well as electrocardiogram (ECG) and Central Nervous System (CNS) Tests. No workers shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Certifying Surgeon.
b) Every worker employed in the fume process shall be re-examined by a Certifying Surgeon at least once in every twelve calendar months. Such examination shall wherever the Certifying Surgeon considers appropriate, include all the tests as specified in sub- paragraph (1)
c) The Certifying Surgeon after examining a worker shall issue a Certificate of Fitness in FORM-VI. The record of re-examinations carried out shall be entered in the certificates and Certificate shall

be kept in the custody of the Manager of the Factory. The record of each examination carried out under sub-paragraph (1) and (2) including the nature and the results of the tests, shall also be entered by the Certifying Surgeon in a health register in FORM-V.

d) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector cum facilitator.

e) If at any time the Certifying Surgeon is of the opinion that a worker is no longer fit for employment in the fume process on the ground that continuance therein would involve special danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register. The entry of his findings in these documents should also include the period for which he considers that the said persons are unfit for work in the fume process. The persons so suspended from the process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitable rehabilitated.

f) No person who has been found unfit to work as said in sub-paragraph (5) above shall be reemployed or permitted to work in the fume process unless the Certifying Surgeon after further examination again certified him fit for employment in such process.

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

SCHEDULE- XXVI
(See rule 84)
FLAMMABLE LIQUIFIED OR COMPRESED GASES AND HIGHLY FLAMMABLE LIQUIDS

1. Applications:- Provisions of this Schedule shall apply to all factories where flammable liquefied or compressed gases or highly flammable liquids are manufactured, stored, handled or used.
2. Definitions:- For the purposes of this Schedule,-
   a) "bulk storage" means bullet or Horton sphere or mounded vessel used for storage of flammable liquefied or compressed gases or highly flammable liquids having storage capacity exceeding one thousand litres equivalent water holding capacity;
   b) "bullet" means a horizontal cylindrical pressure vessel with hemispherical or dished ends used for storage of flammable liquefied or compressed gas;
   c) "explosive mixture" means a mixture of combustion agent (oxidizing substance in gaseous, liquid or solid state) and a fuel (oxidisable substance in gaseous, liquid or solid state) in such proportions that could give rise to a very rapid and violent oxidation reaction, liberating more kinetic energy than is dissipated through conduction and convection, ultimately causing explosion;
   d) "fire proof" means a passive means of protecting a structure or equipment or vessel from exposure to direct fire or flame impingement or prolonged exposure to high intensity radiant thermal flux, by the application of a coating or cladding of certain heat-resistant substance or mixture of a specified rating;
   e) "fire safe" means a provision of dual seating to control leakage to within acceptable level, even after damage, due to fire, as applied to valves;
   f) "flammable compressed gas" means flammable compressed gas as defined in rule 2 of the Static and Mobile Pressure Vessels (Unfired) Rules, 1981 issued under the Explosives Act, 1884 (Central Act IV of 1884);

g) "flammable liquefied gas" means a flammable gas kept in liquefied state by the application of pressure at normal ambient temperature, 13% (thirteen percentage) or less of which by volume with air forms a flammable mixture or which has a flammable range with air of at least 12% (twelve percentage) by volume regardless of the lower flammable limits;
h) "gas free" means a condition where the concentration of a flammable gas in an equipment or a vessel is well below the threshold limits (lower explosive limit), and it is safe for a man to enter into the equipment or Vessel or to conduct "hot work" there, as the case may be;
i) "highly flammable liquid" means any liquid including its solution, emulsion or suspension which when tested in a manner specified by sections 14 and 15 of the Petroleum Act, 1934 (Central Act XXX of 1934) gives off flammable vapours at a temperature less than 32 degrees Centigrade;
j) "horton sphere" means a spherical Pressure Vessel, supported vertically and is used for the storage of flammable liquefied or compressed gas;
k) "hot work" means an activity which may produce enough heat or spark to ignite a flammable or explosive or explosive mixture;
l) "mounded vessel" means a pressure vessel for the storage of flammable liquefied or compressed gas, which is placed above ground level and is completely covered by a mound of on earth or similar inert material uncovering nozzles, manhole covers and inspection covers fitted on top of the vessel;
m) "purging" means an act of replacing the atmosphere inside a vessel or a container with an inert gas to such an extent as to push away the traces of flammable gases as to prevent the formation of an explosive mixture;
n) "purging into service" means the process of replacement of gas in a closed system with an inert gas and then replacing the inert gas with the desired flammable gas, vapour or liquid;
o) "purging out of service" means the replacement of flammable content within a closed system with an inert gas and then replacing it with air to such an extent that it is gas free and safe for the entry of any person for work;
p) "remote operated emergency valve" means a shut-off valve capable of being remotely
q) operated that closes automatically on loosing actuating power or in fire engulfment and which is fire-safe.

3. Storage:- Every highly flammable liquid, flammable liquefied or compressed gas used in every factory shall be stored in bulk in suitable tank made of adequate fire-resistant construction and located in a safe position underground or in the open.
4. Location and spacing:- Before deciding on the location of any storage vessel, risk analysis study shall be carried out and based on the risk analysis study, the storage vessel shall be located in the manner specified below:-
   a) The location shall not interfere with the movement of vehicles. The perceived Risk contour should not intercept the public places such as assembly points, canteen, rest sheds and similar other locations;
   b) Before locating any storage vessel, the soil condition shall be assessed as desired by the superstructure;
   c) The storage vessel shall be placed above ground in open and in a well-ventilated place;
   d) Mounded vessels shall be so located that the manholes and pressure relief valves are in a well-ventilated position;
   e) The minimum setback for safety between the storage vessels and buildings, boundary or fixed ignition source shall be in accordance with the Static and Mobile Pressure Vessels (Unfired) Rules, 1981, as amended from time to time;

f) The storage vessels shall not be installed one above the other;
g) The bullets shall be so located that their dished ends do not point towards other vessels, vital process equipments, control rooms, loading stations, nearby buildings or storage tanks containing hazardous materials;
h) Raw vegetation such as weeds, short/long grass, deciduous shrubs and trees and any combustible materials shall be removed from time to time from the storage vessel-area, covered under the licenced premises;
i) The storage vessels shall not be located within the bunded enclosure of any heat source or other flammable liquids, gases oroxidizers;
j) The storage vessels, pumping equipment, loading and unloading facilities and vaporisers
k) shall be located within at least 2 metres high fencing along the perimeter of the safety zone and the fenced compound shall have at least two separate gates for the safe exit of persons and vehicles in case of any emergency, preferably on the upwind/crosswind side.
l) The number of storage vessels in one battery shall not exceed six;
m) Storage vessels within a group shall be so located that their longitudinal axes are Parallel to each other;
n) Spheres and bullets shall not be grouped together and shall be provided with separate piping manifold, so as to avoid overfilling of a vessel due to head difference with another connected vessel in the same manifold.
o) The top surface of the storage vessels installed in a battery shall be on the same plane so that the pressure safety valve blow-out from them do not affect the other;
p) The flooring of the bullets or spheres, shall be sloped in such a way that the spilled liquid or high-density gas from any vessel will not flow towards other vessels nearby;
q) The storage vessels shall be located in such a way that are high tension electrical cables will not cross overhead or pass nearby the licenced premises in which they are kept;
r) Storage vessels shall not be kept in places that are susceptible to frequent flooding;
s) the level of the storage vessels shall be elevated slightly from the surrounding terrain to ensure complete drainage of water;
t) every container, vessel or tank used for storing highly flammable liquid or flammable liquefied or compressed gas shall be clearly and in bold marked " Danger-Highly Flammable Liquid" or " Danger-Flammable Liquefied or Compressed Gas", as the case may be.

5. Design of storage vessels:-
a) General – Each static vessel for the storage of flammable liquefied or compressed gas shall be provided with the following fittings and instruments which are suitable for use at pressures not less than the design pressure of the vessel and for the temperatures appropriate to the worst operating conditions, namely:-
(i) At least two pressure safety valves connected independently to the vapour space;
(ii) Two independent liquid level indicators;
(iii) A high-level alarm;
(iv) Two independent visible pressure gauges, connected to the vapour space; on both sides and
(v) Two temperature gauges for measuring the temperature of the contents of the vessel, on both sides.
b) Vessel connections: - In every flammable liquefied or compressed gas storage vessel,
(i) all the connections to the vessel shall be designed and fitted in accordance with the Design Code of IS-2825 or equivalent duly approved by the Chief Controller of Explosives;
(ii) more than one nozzle shall not be provided for inlet and outlet purpose, apart from the drainage pipe;

(iii) the nozzle shall be a full – welded pipe extending up to a minimum distance of 3 metres from the normal shadow of the vessel. A combination of manual and remote-operated-shut-down-valve shall be provided on such nozzle shall have a slope of 1.5 degrees to the horizontal;
(iv) the nozzle shall be stress-relieved along with the vessels;
(v) there shall not be any flange, instrument tapping or manhole on this nozzle on the upstream side before manual shut down valve and the remote operated valve; and
(vi) an excess flow valve shall be provided for the nozzle on the body of the vessel.

c) Pressure Safety Valve:- In every storage vessel,-
(i) the pressure safety valves provided shall be of spring-loaded type (weight-loaded safety valves shall not be used). Each of the pressure safety valves shall have 100% relieving capacity;
(ii) the pressure safety valves shall be set to discharge at a pressure not more than 110% of the design pressure of the vessel and shall have a total relieving capacity adequate for limiting the pressure build-up in the vessel beyond 120%
(iii) of the design pressure;
(iv) the discharge of the pressure safety valves shall be connected to a flare system, if so available. In cases of where the flare system is not available, the discharge from the pressure safety valve shall be vented vertically upwards to atmosphere at a minimum elevation of 5 metres above the top of the vessel for effective dispersion of the discharge. A loose-fitting rain cap with a non-sparking chain extending up to the ground level and attached to the vent pipe shall be provided on top of the pressure safety valve;
(v) an isolation valve shall be provided in between each pressure safety valve and the vessel. The arrangement of the isolation valve shall be so designed to allow full required capacity flow through at least one of the pressure safety valves; and
(vi) each pressure safety valve shall be visibly marked with the "set pressure" in kg/cm2 (gauge) at which it will discharge, with its actual rate of discharge in cubic metre per minute at a pressure of 120% of the design pressure of the vessel.

d) Emergency shut-off valve:- In every storage vessel,-
(i) all liquid and vapour connections, except those for pressure safety valves and the drainage connections of diameter less than 25 millimetre shall have an emergency shut-off valve, such as an excess flow check valve or a remotely operated valve:
Provided that the emergency shut-off valve is not required in cases where the connection to a vessel is not greater than three centimetre in diameter for liquid and eight centimetre in diameter for vapour;
(ii) Where the emergency shut-off valve provided is of 'excess flow check valve' type, its closing rate of flow shall not be below the resulting rate of flow that is likely due to a fracture in the line which it is protecting, in the worst condition so calculated. Excess flow check valve shall have a flow capacity sufficiently above the normal flow requirements to prevent valve chatter.

e) Bottom water draw-off or drain valve:- In every storage vessel,-
(i) there shall be provided two drain valves at the bottom of the vessel between the remotely operated valve and the first isolation valve. The length of the pipeline between the two drain valves shall be at least 0.5 metre to minimize the risk of simultaneous obstruction of both valves due to freezing of any water present in the liquefied gas. The drain connections shall not be not more than 50 millimetre in diameter; The drain device shall not be insulated;
(ii) the first drain valve from the vessel shall be of gate type (throttle type), while the second drain valve shall be of quick shut-off type; and
(iii) the material of construction for the drain pipeline and the related connections shall be suitable of cryogenic material.

f) Sampling Valve: - Every storage vessel shall have, two valves fitted at 0.5 metre apart in the length between the remotely operated valve and the first isolation valve, to provide for, sampling purpose. (The provision of separation is for the purpose of avoiding freeze-chocking in the valve on the upstream.)

g) Liquid level gauging device:- In every storage vessel, out of two-level indicators provided, one shall be of "float" type and the other shall be of "differential pressure" type especially for Horton Spheres. Magnetic float type gauge shall be used for bullets in place of " differential pressure" type. "High Level" alarm shall be set on the level indicators to operate at not more than 85% of the volumetric capacity of the vessel. An audio-visual indication with high level alarm shall be provided at or near the normal sitting place of the operator in a position visible all through the day.

h) Pressure gauge:- In every storage vessel, there shall be provided at least one pressure gauge, duly calibrated, and having a dial range covering not less than 1.5 times the design pressure, that is easily visible and consistently showing the correct internal pressure at all times. It shall be provided in the vapour space at the top. A suitable stop valve shall be provided in between the vessel and the pressure gauge for the maintenance and repair.

i) Gas sensors:- Every storage vessel meant for flammable liquefied or compressed gas storage shall be provided with gas-sensors with alarm at vulnerable areas, which, in the event of gas leakage, shall trip the compressor or pump, if in operation.

j) Bonding: - Electrical continuity shall be maintained between the flanges by bonding every storage vessel and its pipe lines.

k) Pop off valves:- "Pop off" valves shall be provided in between isolation valves on the pipelines carrying flammable liquefied or compressed gases.

l) Capacity of vaporizer:- The vaporizer connected to the flammable liquefied gas storage vessels shall have adequate capacity to meet the required flow rate of flammable liquefied gas in the process.

6. Prevention of ignition:- In every location where highly flammable liquid or flammable liquefied or compressed gas is stored, conveyed, handled or used or where there is danger of fire or explosion from accumulation of highly flammable liquid or liquefied compressed gas in air, all practicable measures shall be taken to exclude the sources of ignition. Such precautions shall include following:-

   a) All electrical apparatus shall either be isolated from the area of risk or they shall be of such construction installation and maintenance as to prevent any danger from there being a source of ignition;

   b) Effective measures shall be adopted to prevent static charges accumulation beyond a dangerous limit;

   c) No person shall wear or be allowed to wear any footwear having iron or steel nails or any other exposed ferrous materials which is likely to cause sparks by friction;

   d) Smoking, lighting or carrying of matches, lighters or smoking materials shall be prohibited.

   e) Transmission bolts with iron fasteners shall not be used; and

   f) All other precautions, as are reasonably practicable, shall be taken to prevent initiation of ignition from all other possible sources such as open flames, frictional sparks, overheated surfaces of machinery or plant, chemical or physical-chemical reaction and radiant heat or any other hot spot whatsoever.

7. Earthing and bonding:-

   a) All electrical systems and equipment's and all structures, plants and other non-current-carrying metallic parts of major electric apparatus or any major metallic object in any place where flammable liquefied or compressed gases or highly flammable liquids are manufactured, stored, handled or used shall be efficiently earthed; and the resistance valve of the earthing system relative to the general mass of the earth, shall not be more than-

(i) 4 ohms in the case of electrical systems and equipment for a device that ensures the operation of the protective device in the electrical circuit, whichever is lower and

(ii) 10 ohms in the case of all non-current carrying metallic parts of major electric apparatus or any major metallic object.

b) All joints in pipelines, valves, plants, storage tanks and associated facilities and equipment's for handling flammable liquefied or compressed gases or highly flammable liquids shall be made electrically continuous by bonding or otherwise; the resistance valve between each joint shall not exceed 1 ohm.

c) A piping which is not in electrical contact with the associated tank or vessel shall be efficiently connected to such tank or vessel by a flexible conductor and looped with earthing system.

8. Enclosed system for conveying highly flammable liquids:- Wherever it is reasonably practicable, highly flammable liquids shall be conveyed within the factory, in totally enclosed system, consisting of pipe lines, pumps and similar appliances from the storage tank or vessel to the point of use. Such enclosed system shall be so designed, installed, operated and maintained as to avoid leakage or the risk of spilling.

9. Prohibition of smoking:- No person shall smoke in any place where a highly flammable liquid or flammable liquefied or compressed gas is present and in similar circumstances where smoking would give rise to a risk of fire. The occupier shall take all practicable measures to ensure compliance with this requirement and he/she shall display a notice in a conspicuous place indicating prohibition of smoking at all places where the requirement so applies.

10. Fire protection:- In every factory,-

a) No vehicular traffic shall be permitted within the risk area of lower flammable limit of the Highly flammable liquid or flammable liquefied or compressed gas are stored. When required, only vehicles fitted with approved spark arrestors may be allowed with valid vehicle entry permit.

b) All the vessels used for bulk storage or handling of highly flammable liquid or flammable liquefied or compressed gases shall be protected against the hazards of fire as follows:-

(i) medium velocity water spray system shall be provided for all above ground level storage vessels, cylinder storage or filling or repair sheds, pump houses, bulk lorry and tank wagon gantries;

(ii) For fire detection, automatically actuated medium velocity water sprinkler system shall be provided at all critical locations, such as bulk storage, tank/truck or tank wagon gantry, pump or compressor house and vaporizers;

(iii) medium velocity water sprinkler system shall be based on heat or other detection signatures;

(iv) Quartzoid bulb protection designed to blow at a maximum of 79°C shall be provided in open areas or in the sheds;

(v) medium velocity water sprinkler system shall function in such a way that the actuation of fire detectors initiates the following and:-

(a) Opening of deluge valve;

(b) Blowing of audio-visual alarm at the fire pump house or control panel;

(c) Blowing of fire siren; and

(d) The diesel pump should get started based on the "Set pressure" to supplement or to maintain the fire water pressure in the ring main; and

(vi) The medium velocity water sprinkler system shall have a minimum spray density of ten litres per minute, per square metre in the case of flammable liquefied or compressed gas and in the case of highly flammable liquid, a minimum spray density of 3 litres per minute per square metre for the single largest risk area. For the purpose of calculation of a single risk area, the following shall be taken into account:-

(a) In case of bulk storage, adjoining vessels within the distance of R+ 30 metre, where R is the radius of the vessel and 30 metre shall be measured from the periphery of the vessel;

(b) In case of tank lorry gantry, a maximum of 8 bays shall be taken as a single risk area; and
(c) In case of tank wagon gantry, a minimum of one gantry [600 Metric Tonnes] shall be taken as a single risk area.

c) (i) A fire water ring main shall be provided all around the locations of storage and handling areas of flammable liquefied or compressed gases with hydrants or monitors spaced at 30 metres apart. Fire hydrants and monitors may be installed outside the licenced premises;
(ii) the fire water pressure system shall be designed to get a minimum residual pressure of 7 kg/cm2 (gauge) at the remotest place of application of the plant;
(iii) fire hydrant network shall be provided in closed loops to ensure multi-directional flow in the system. Isolation valves shall be provided to enable isolation of any section of the network without affecting the flow in the rest; and
(iv) the fire water system in the plant shall be designed to meet the highest fire-water flow requirement for the medium velocity water sprinkler to cover a single largest risk area at a time and shall ensure 288 metre 3/hour of water, for operating at least two fire water monitors with supplementary hose requirements in addition.

d) (i) Water for the hydrant service shall be stored in any easily accessible, surface or underground concrete reservoir or overhead tank of steel or concrete construction;
(ii) The effective fire water storage capacity available for fire-fighting shall last for at least four hours; and
(iii) Storage tank or reservoir for water shall have two inter connected compartments to facilitate cleaning and repair;

e) Portable fire extinguishers as approved by Bureau of Indian Standards shall be located at convenient places as indicated in the Table below:-

TABLE

Area	Portable Fire Extinguisher
(1)	(2)
a)	Flammable liquefied gas or storage vessels (each) two Numbers of 10 kg. DCP (Dry Chemical Powder) each
b)	Tank wagon loading or unloading gantries One 10 kg. Dry Chemical Powder extinguisher for every 15/20 metres of gantry
c)	Tank truck loading or unloading gantries One 10 kg. Dry Chemical Powder Fire Extinguisher in each Bay and 1 Number 50 kg. Mobile DCP Unit/gantry. The dry chemical powder used in the extinguishers shall be Potassium or Urea based or Sodium Bicarbonate as per IS: 4308.

11. Loading and unloading facilities for flammable liquefied or compressed gas:-

a) Loading:- In every factory, where the loading of flammable liquefied of compressed gas is carried on, the loading station shall consist of the following:-
(i) A filling line with an isolation valve and check valve;
(ii) A vapour return line with a check valve and an isolation valve to return the vapour back to the storage vessel from which the loading pump is drawing flammable liquefied gas;
(iii) Suitable loading arm or flexible hoses shall be provided at the end of filling line and vapour return line for connecting to the tank-truck-vessels or tank-wagons; and
(iv) Suitable thermal pressure relief valve(s) shall be provided between the Shut-off valves to protect against excessive pressure build up arising out of the thermal expansion of the trapped liquid;

b) Unloading:- In every factory, where unloading of flammable liquefied or compressed gas is carried on, and wherein a compressor is used for unloading the flammable liquefied gases by utilizing the differential pressure between the receiving and discharging vessels, so created by withdrawing vapour from the receiving vessel and forcing it at high pressure into the discharging vessel, the factory shall have the following facilities:-
   (i) Liquid unloading line; having isolation valve; and check valve in line; and
   (ii) Vapour line with isolation valves.

c) Loading and unloading operations:- In every factory, where the loading or unloading of flammable liquefied or compressed gas is carried on shall have:
   (i) Written, operating procedures for loading or unloading operation, clearly defining the safety checks and precautions to be observed as well as the responsibilities of the personnel involved in such operation, prepared in English and in the language spoken by majority of workers and given to those concerned and displayed at a prominent place;
      (a) Flexible hoses used for transfer of flammable liquefied or compressed gas to or from a tank truck or tank wagon shall be,-
      (b) Designed and constructed in accordance with the Static and Mobile Pressure Vessels (Unfired) Rules, 1981;
      (c) A means of identification; and
      (d) periodically checked for electrical and mechanical continuity and recorded in the register;
   (ii) Provision for connecting and disconnecting hoses (only non-sparking type of tools shall be used);
   (iii) The tank-truck shall have a starter motor of non-sparking or flameproof type;
   (iv) The tank-truck shall be parked on a levelled ground and vehicle arresting shall be placed at front and rear wheels to arrest the vehicle movement;
   (v) The engine of the vehicle shall be stopped and all the electrical equipment isolated, before starting the loading or unloading or unloading operation; Before starting the loading or unloading operation, static charges shall be effectively discharged by bonding and earthing of the storage vessels with the road tankers or wagons and the ground;
   (vi) The road tanker or wagon shall be electrically bonded at marked specified points with the fixed grounding system;
   (vii) Authorised person shall supervise the transfer operation and respond immediately in the event of an emergency;
   (viii) During loading operation, the pressure within the receiving tank-truck vessel shall be observed to ensure that it falls within the start-off or triggering discharge-pressure of the relief valve. Filling rate shall be regulated accordingly;
   (ix) The receiving vessel which is having an internal pressure of less than 1kg/cm2 shall not be taken in for filling. Such vessel shall be checked for Oxygen content or explosive mixture content and purged, if necessary;
   (x) Filling or transfer operation shall be done only during day time where visibility is adequate;
   (xi) Filling or transfer operation shall be stopped immediately in the event of
      (a) Uncontrolled leakage occurring;
      (b) A fire occurring in the vicinity;
      (c) Lightning and thunder-storm;
   (xii) The "Safe Operating Procedure" for unloading shall be displayed in English, Malayalam and Hindi and in the language understood by majority of workers in the unloading area.

12. Maintenance and Inspection:- In every factory where highly flammable liquid or flammable liquefied or compressed gas is stored in bulk.-

a) The storage vessels and the safety fittings and instruments shall be tested periodically as per the requirements under relevant statutes as applicable and records with such particulars of testing maintained;
b) Loading or unloading hoses shall be tested at least once in every six months;
c) The earth pits shall be maintained well and the earth resistance measured at least once in every 12 months; and records kept in this regard;
d) The foundation and support of the storage vessels shall be checked once in a year for differential settlement due to any unsettling at sub-soil level or of any other cause;
e) The cathodic protection, if provided, shall be monitored periodically and maintained well for effectiveness;
f) The gas detection system shall be checked and calibrated periodically; and
g) The fire water system which includes fire water pumps, fire hydrant or monitor, piping network and water sprinkler or deluge system shall be checked periodically and maintained well for its fail-safe operation in adversaries.

13. Training: - The occupier of every factory in which highly flammable liquid or flammable liquefied or compressed gases are stored in bulk shall ensure that-
    a) The supervisory or managerial personnel are adequately trained in all aspects of safe storage and handling of highly flammable liquid or flammable liquefied or compressed gas and in the disaster control, preparedness and response.
    b) Regular training programmes are conducted on loading or unloading operation, draining procedure, commissioning and decommissioning procedures, "hot work" permit system, fire-fighting and emergency combat operation, health hazards, safe working procedures, safe behaviours at work place etc., for-
        (i) Regular workers;
        (ii) Workers including daily, part-time, badly, casual or any contractual fringe of that kind, etc., and
        (iii) Security staff;
    c) Full-scale emergency mock drills, simulating leakage of flammable gas and the consequences, are conducted in the plant at least once in every six months and the level of preparedness, and the adequacy of combat measures, assessed and modified from time to time, and any deviations, or defects observed during such mock-drills rectified forth-with.
14. Exemption:- If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or intermittent nature of the processes or for any other reason, all or any of the provisions of this Schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may, by a certificate in writing, which he/she may at his discretion, revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify therein.

SCHEDULE - XXVII
(See rule 84) Operations in Foundries

1. Application – Provisions of this schedule shall apply to all parts of factories where any of the following operations or processes are carried on;
    a) the production of iron castings or, as the case may be, steel castings by casting in moulds made of sand, loam, moulding composition or other mixture of materials, or by shell moulding or by centrifugal casting and any process incidental to such production;

b) the production of non-ferrous castings by casting metal in moulds made of sand, loam, moulding composition or other mixture of materials, or by shell mouldings, die-casting (including pressure die-casting), centrifugal casting or continuous casting and any process incidental to such production; and the melting and casting of non-ferrous metal for the production of ingots, billets, slabs or other similar products, and the stripping thereof; but shall not apply with respect to–
   (i) Any process with respect to the smelting and manufacture of lead and the Electric Accumulators;
   (ii) any process for the purposes of a printing works; or
   (iii) any smelting process in which metal is obtained by a reducing operation or any process incidental to such operation; or
   (iv) the production of steel in the form of ingots; or
   (v) any process in the course of the manufacture of solder or any process incidental to such manufacture; or
   (vi) the melting and casting of lead or any lead-based alloy for the production of ingots, billets, slabs or other similar products or the stripping thereof or any process incidental to such melting, casting or stripping.

2. Definitions – For the purpose of this schedule-
   a) "approved respirator" means a respirator of a type approved by the Chief Inspector-cum-Facilitator.
   b) "cupola or furnace" include a receiver associated therewith;
   c) "dressing or fettling operations" includes stripping and other removal of adherent sand, cores, runners, risers, flash and other surplus metal from a casting and the production of reasonably clean and smooth surface, but does not include (a) the removal of metal from a casting when performed incidentally in connection with the machining or assembling of castings after they have been dressed or fettled, or (b) any operation which is knock- out operation within the meaning of this schedule;
   d) "foundry" means those parts of a factory in which the production of iron or steel, or non- ferrous castings (not being the production of pig iron or the production of steel in the form of ingots) is carried on by casting in moulds made of sand, loan-moulding or by centrifugal casting in metal moulds line with sand or die-casting including pressure die-castings together with any part of the factory in which any of the following processes are carried on as incidental processes in connection with and in the course of, such production, namely, the preparation of moulds and cores, knock out operations and dressing or fettling operations;
   e) "knock out operation" means all methods of removing castings from moulds, and the following operations, when done in connection therewith namely stripping coring-out and the removal of runners and risers;
   f) "Pouring aisle" means an aisle leading from a main gangway or directly from a cupola or furnace to where metal is poured into moulds.

3. Prohibition of use of certain materials as parting materials –
   a) A material shall not be used as a parting material if it is a material containing compounds of silicon calculated as silica to the extent more than 5 percent by weight of dry material.

      Provided that this prohibition shall not prevent the following being used as a parting material if the material does not contain an admixture of any other silica –
      (i) Zirconium Silicate (Zircon)
      (ii) Calcined China clay
      (iii) Calcined aluminous fireclay
      (iv) Sillimanite

(v) Calcined or fused alumina
(vi) Olivine
(vii) Natural sand

b) Dust or other matter deposited from a fettling or blasting process shall not be used as a parting material or as a constituent in a parting material.

4. Arrangement and storage – For the purposes of promoting safety and cleanliness in workrooms the following requirements shall be observed:-
   a) moulding boxes, loam places, ladles, patterns, pattern plates frames, boards, box weights and other heavy articles shall be so arranged and placed as to enable work to be carried on without unnecessary risk;
   b) suitable and conveniently accessible racks, bins or other receptacles shall be provided and used for the storage of other gear and tools:
   c) where there is bulk storage of sand, fuel, metal scrap or other materials or residues, suitable bins, bunkers or other receptacles shall be provided for the purpose of such storage.
5. Construction of floors –
   a) Floors of indoor work places in which the processes are carried on other than parts which are of sand, shall have an even surface of hard material.
   b) No part of the floor of any such indoor workplace shall be of sand except where this is necessary by reason of the work done.
   c) All parts of the surface of the floor of any such indoor workplace which are of sand shall, so far as practicable be maintained in an even and firm condition.
6. Cleanliness of indoor work places–
   a) All accessible parts of the walls of every indoor work place in which the process is carried on and of everything affixed to those walls shall be effectively cleaned by a suitable method to a height of not less than 4.2 meters from the floor, at least once in every period of 14 months. A record of carrying out of every such effective cleaning in pursuance of this paragraph including the date (which shall be not be less than 5months or more than 9 months after the last immediately preceding washing, cleaning, or other treatment).
   b) Effective cleaning by a suitable method shall be carried out at least once in every working day of all accessible parts of the floor of every indoor work place in which the process is carried on other than parts which are of sand; and the parts which are of sand shall be kept in good order.
7. Manual operations involving molten metal–
   a) There shall be provided and properly maintained for all persons employed on manual operations involving molten metal with which they are liable to be splashed, a working space for that operation:
      (i) Which us adequate for the safe performance of the work, and
      (ii) Which, so far as reasonably practicable, is kept free from obstruction
   b) Any operation involving the carrying by hand of a container holding molten metal shall be performed on a floor all parts of which, where any person while engaged in the operation shall be in the same level:

      Provided that, where necessary to enable the operation to be performed without undue risk, nothing in this paragraph shall prevent the occasional or exceptional use of working space on a different level from the floor, being a space provided with a safe means of access from the floor or any person while engaged in the operation.
8. Gangways and pouring aisles –
   a) In every workroom to which this paragraph applies constructed, reconstructed or converted for the use as such after the making of this schedule and so far, as reasonably practicable, in every other workroom to which this paragraph applies, sufficient and clearly defined main gangways shall be provided and properly maintained which-

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

b) In work room to which this paragraph applies constructed, reconstructed or converted for use as such after the making of this schedule, sufficient and clearly defined pouring aisles shall be provided and properly maintained which-
(i) Shall have an even surface of hard material and shall, in particular, not be of sand or have on them more sand than is necessary to avoid risk on flying metal from accidental spillage.
(ii) Shall be kept so far as reasonably practicable free from obstruction;
(iii) If molten metal is carried in hand ladles or bull ladles by not more than two men per ladle, shall be at least 460 millimetres wide, but where any mild alongside the aisle are more than 510 millimetres above the floor of the aisle the aisle shall be not less than 600 millimetres wide.
(iv) If molten metal is carried in hand ladles or bull ladles by more than two men per ladle shall 760 millimetres wide.
(v) Molten metal is carried in crane trolley or truck ladles, shall be of a width adequate for the safe performance of the work.

c) Requirements of sub-paragraph (1) and (2) shall not apply to any workroom or part of a workroom if, by reason of the nature of the work done therein, the floor of that workroom or, at the case may be, that part of a workroom has to be of sand.

d) In this paragraph "workroom to which this paragraph apples means a part of a ferrous or non-ferrous foundry in which molten metal is transported or used and a work room to which this paragraph applies shall be deemed for the purposes of this paragraph to have been constructed, reconstructed or converted for use as such after the making of this schedule if the construction, reconstruction, or conversion thereof was begun after the making of the schedule.

9. Work near cupolas and furnaces - No person shall carry out any work within a distance of 4 meters from a vertical line passing through the delivery end of any spot of a cupola or furnace, being a spout used for delivering molten metal or within a distance of 2.4 meters from a vertical line passing through the nearest part of any ladle which is in position at the end of such a spout, except in either case where it is necessary for the proper use of maintenance of a cupola or furnace that work should be carried out within that distance of that work is being carried out at such a time and under such conditions that there is no danger to the person carrying it out from molten metal which is being obtained from the cupola or furnace or is in a ladle in position at the end of the spout.

10. Dust and fumes–

a) Open coal coke or wood fire shall not be used for heating or drying ladles inside a workroom unless adequate measures are taken to prevent so far as practicable fumes or other impurities from entering into or remaining in the atmosphere of the workroom.

b) No open coal, coke or wood fires shall be used for drying moulds except in circumstances in which the use of such fires is unavoidable.

c) Mould stoves, core stoves and annealing furnaces shall be so designed constructed, maintained and worked as to prevent so far as practicable, offensive or injurious fumes from entering into any workroom during any period when a person is employed therein.

d) All knock out operations shall be carried out-
   (i) in a separate part of the foundry suitably partitioned off being a room or part in which so far as is reasonably practicable, effective and suitable local exhaust, ventilation and a high standard of general ventilation are provided; or
   (ii) in an area of the foundry in which so far reasonably practicable, effective suitable lock exhaust ventilation is provided, or where complaints with this requirement is not reasonably practicable a high standard of general ventilation is provided.

e) All dressing of fettling operations shall be carried out -
   (i) in a separate room or in a separate part of the foundry suitably partitioned of; or
   (ii) in an area of the foundry set apart for the purpose; and shall, so far as reasonably practicable be carried out with effective and suitable local exhaust ventilation or other equally effective means of suppressing dust, operating as near as possible to the point of origin of the dust.

11. Maintenance and examination of exhaust plant–

a) All ventilation plant used for the purpose of extracting, suppression or controlling dust or fumes shall be properly maintained.

b) All ventilating plant used for the purpose of extracting, suppressing or controlling dust or fumes shall be examined and inspected once in every week by a responsible person. It shall be thoroughly examined and tested by a competent person at least once in every period of twelvemonths and particulars of the results of every such examination and test shall be entered in an approved register which shall be available for inspection by an Inspector- cum-Facilitator. Any defect found on any such examination and test shall be immediately reported in writing by the person carrying out the examination and test to the occupier or manager of the factory.

12. Protective equipment–

a) The occupier shall provide and maintain suitable protective equipment specified for the protection of workers.
   (i) Suitable gloves or other protection for the hands for workers engaged in handling any hot material likely to cause damage to the hands by burn, scald or scar or in handling pig iron, rough castings or other articles likely to cause damage to the hands by cut or abrasion.
   (ii) Approved respirators for workers carrying out any operation creating a heavy dust concentration which cannot be dispelled quickly and effectively by the existing ventilation arrangements.

b) No respiration provided for the purposes of clause 1(b) worn by a person shall be worn by another person if it has not since been thoroughly cleaned and disinfected.

c) Persons who for any of their time:-
   (i) work at a spout of or attend to a cupola or furnace in such circumstances that material there from may come into contact with the body, being material at such a temperature its contact with the body would cause a burn; or
   (ii) is engaged in, or in assisting with the pouring of molten metal; or
   (iii) carries by hand or move by manual power any ladle or mould contain molten; or
   (iv) is engaged in knocking out operations involving material at such a temperature that its contact with the body would cause a burn, shall be provided with suitable footwear and gaiters which worn by them prevent so far as reasonably practicable risk of burn to his feet and ankles.

d) Where appropriate, suitable screens shall be provided for protection against flying material (including splashes of molten metal and sparks and chips thrown off in the course of any process).
e) The occupier shall provide and maintain suitably accommodation for the storage and take adequate arrangements for cleaning and maintaining of the protective equipment supplied in pursuance of this paragraph.
f) Every person shall make full and proper use of the equipment provided for his protection in pursuance of sub-paragraph (1) and (4) and shall without delay report to the occupier manager, or other appropriate person any defect in or, loss of, the same.

13. Washing and bathing facilities–
    a) There shall be provided and maintained in clean state and good repair for the use of all workers employed in the foundry-
        (i) a wash place under cover with either –
            (a) a trough with impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least 60 centimetres for every 10 such persons employed at any one time and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 60 centimetres; or
            (b) at least one tap or stand pipe for every 10 such persons employed at any one time and having a constant supply of clean water, the tap or stand pipe being spaced not less than 1.2 meters apart; and
        (ii) not less than one half of the total number of washings placed provided under clause (1) shall be in the form of bathrooms.
        (iii) a sufficient supply of clean towels made of suitable material changed daily with sufficient supply of nail brushes and soap.
    b) The facilities provided for the purpose of sub-paragraph (1) shall be placed in charge of a responsible person or persons and maintained in a clean and orderly condition.
14. Disposal of dross and skimming – Dross and skimming removed from molten metal or taken from a furnace shall be placed forthwith in suitable receptacles.
15. Disposal of waste – Appropriate measures shall be taken for the disposal of all waste products from shell moulding (including waste burnt sand) as soon as reasonably practicable after the castings have been knocked-out.
16. Material and equipment left out of doors - All material and equipments left out of doors (including material & equipment so left only temporarily or occasionally) shall be so arranged and placed as to avoid unnecessary risk. There shall be safe means of access to all such material and equipment and so far, as is reasonably practicable such access so be by roadways or pathways which shall be properly maintained. Such roadways or pathways shall have a firm and even surface and shall, so far as reasonably practicable be kept free from obstruction.
17. Medical facilities and records of examination and tests.-
    a) The occupier of every factory to which the schedule applies shall-
        (i) employs a qualified Factory Medical Officer or medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the chief Inspector-cum-Facilitator of factories; and
        (ii) Provided to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a)
    b) The record of medical examination and appropriate test carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.

18. Medical Examination by the Medical Officer.
    a) Every worker employed in a laundry shall be examined by a Medical Officer within 15 days of his first employment. Such medical examination shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every 12 months. Such examination shall, wherever the Medical Officer considers appropriate, include all the testes specified under sub-paragraph (1) except chest X-ray which will be once in three years.
    c) The Medical Officer after examining a worker, shall issue a certificate of Fitness in FORM-VI. The record or examination and re-examination carried out shall be entered in the certificate and the certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraph (1) and (2) including the nature and the results of the tests shall also be entered by the Medical Officer in health register in FORM-V.
    d) The certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternative placement facility unless he/she is fully in capacitated in the opinion of the Medical Officer in which case the person affected shall be suitably rehabilitated.
    f) No person who has been found unfit to work as said in sub-paragraph (5) shall be reemployed or permitted to work in the said processes unless the Medical Officer, after further examinations, again certified him fit for employment in those processes.
19. Exemption- If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may be a certificate in writing, which he/she may at his discretion revoke at any time, exempt such factory from all or any such provisions subject to such conditions, if any, as he/she may specify therein.

SCHEDULE – XXVIII
(See rule 84)
TEXTILE MACHINERY EXCEPT MACHINERY USED IN JUTE MILLS

1. Application: - This Schedule shall apply to the machinery in factories engaged in manufacturing or processing of textiles other than jute textiles excluding the machinery in factories engaged exclusively in the manufacture of synthetic fibres.
2. Definitions- For the purposes of this Schedule.
    a) "Calendar" means a set of heavy rollers mounted on vertical side frames and arranged to pass cloth between them which may have two to ten rollers or bowls some of which may be heated:
    b) "Card" means a machine consisting of cylinders various sizes and includes flats. Covered with card clothing and set in relation to each so that fibres in; staple form may be Separated into individual relationship

c) "Card clothing" means the material with which the surfaces of the cylinder, Doffer flats, etc. of a card are covered and consists of a thick foundation material made of either textile fabrics, through which many fine closely spaced specially bent wires or mounted saw- toothed wires are passed;
d) "Comber" means a machine for combing fibres of cotton. Wool etc. The essential parts whereof are device for feeding forward a fringe of fibres at regular intervals and an arrangement of combs or pins, which at the right time, pass through the fringe and by which tangled fibres. Short fibres, and nips are removed and the long fibres are laid parallel;
e) "Combing machinery" means a general classification of machinery, including combers, silver lap machines. Ribbon lap machines and gill boxes, but excluding cards;
f) "Continuous bleaching range" means a machine used for bleaching of cloth in rope or open-width form;
Explanation: - The action of such machines is somewhat like that of a wool card, but it is much more severe in that the various rolls are covered with garnet wire instead of card clothing;
g) "gill box" means a machine used in the worsted system of manufacturing yarns which functions to arrange it in a parallel order and essentially, it consists of a pair of feed rolls and a series of follower where the followers move at a faster surface speed and perform as combine action;
h) "in-running rolls" means any pair of rolls or drums between which there is a 'nip';
i) "Inter-locking 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 provided to safe- guard against danger is open or un-locked, and which will also hold the guard, cover or door closed and locked- while the machine or the dangerous part thereof is in motion;
j) "Kier" means large metal vat, usually a pressure type in which fabrics may be boiled out, bleached etc.
k) "loom" means a machine for effecting the interlocking of two series of yarns crossing one another at right angles by which the warp yarns are wound on a warp beam and pass through headless and reads and the filling is shot across in a shuttle and settled in place by read and slay, and the fabric is wound on a cloth beam;
l) "mule" means a type of spinning frame having a head stock and a carriage sits two main sections, the head stock is stationery and the carriage is movable and its carries the spindles which draft and spin the roving into yarn and extends over the whole of the machine, moves slowly toward and away from the head stock during the spinning operation;
m) "mercerizing range" means a 3-bowl mangle, a tenter frame, and a number of boxes for washing and scouring, the whole set up where of is in a straight line and all parts operate continuously;
Note :-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;
n) "Nip" means the danger zone between two rolls or drums, which by virtue of their positioning and movement create a nipping hazard;
(q) "Openers and pickers" means a general classification of machinery, which includes breaker pickers, intermediate pickers, finisher pickers, single process pickers, willow machines, card and picker waste cleaners, thread extractors shredding machines, roving waste openers, shoddy pickers, bale breakers, feeders, vertical openers, lattice cleaners horizontal cleaners and any similar machinery equipped with either cylinders, screen section calender section, rollers or beaters used for the preparation of stock for further processing; (r) " paddler" means a trough for a solution and two or more squeeze rolls between which cloth passes after being passed through a mordent or dyebath;
o) "Plating machine" means a machine used to lay cloth into folds of regular length for convenience of subsequent process or use;

p) "ribbon lapper" means a machine or a part of a machine used to prepare laps for feeding a cotton comb the purpose of which is to provide a uniform lap in which the fibres have been straightened as much as possible;
q) "rotary staple cutter" means a machine consisting of one or more rotary blades used for the purpose of cutting textile fibres into staple lengths;
r) "roller printing machine" means a machine used for printing fabrics and consisting of a large central cylinder, or pressure bowl around the lower part of the perimeter of which is placed a series of engraved colour rollers (each having a colour trough), a furnisher roller, doctor blades, etc.;
s) "silver lapper" means a machine or a part of a machine in which a number of parallel card silvers are drafted slightly, laid side by side in a compact sheet and wound into a cylindrical package;
t) "starch mangle" means a mangle which is use specifically for starching cotton goods, and generally consists of two large rolls and a shallow open vat with several immersion rolls;
u) "sanforizing machine" means a machine consisting of a large steam-heated cylinder and endless, thick woollen felt blanket which is in close contact with the cylinder for most of its perimeter and an electrically heated shoe which presses the cloth against the blanket while the latter is in a stretched condition as it curves around feed-in roll;
v) "shearing machine" means a machine used for shearing cloth in which cutting action is provided by a number of steel blades spirally mounted on a roller which rotates in close contact with a fixed edge blade.
w) "singeing machine" means a machine which comprises of a heated roller a plate, or an open gas flame by which the cloth or yarn is rapidly passed over the roller or the plate or through the open gas flame to remove fuzz of hairiness by burning;
x) "slasher" means a machine used for applying a size mixture to warp yarns which essentially 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;
y) "tenter frame" means a machine for drying cloth under tension which essentially consists of a pair of endless travelling chains fitted with clips of fine pins and carried on tracks and the cloth is firmly held at the selvages by the two chains which diverge as they move forward so that the cloth is brought to the desired width;
z) "warper" means a machine for preparing and arranging the yarn intended for the warp of fabric, specifically a beam warper; and
aa) (aa) "Water mangle" means a calendar having two or more rolls used for squeezing water form fabrics before drying or for the finishing of various fabrics.

3. General safety requirements;-
a) Every textile machine shall be provided with individual mechanical or electrical means for starting and stopping such machines and the belt shifter on machines driven by belts and shafting should be provided with a belt shifter lock or an equivalent positive locking device.
b) 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.
c) All belts, pulleys, gears, chains, sprockets wheel 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 operating or picker machinery;-
a) Beaters and other dangerous parts shall be securely fenced by guards so as to prevent contact with them; and
b) Guards and doors or cover of openings giving access to any dangerous part of the machinery shall be provided with inter-locking arrangement:

Provided that

(i) in the case of doors or covers of openings giving access to any dangerous part, other than beater covers, instead of the inter, locking arrangement. Such openings 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.

(ii) 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.

(iii) 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 roller as long as the weighted rack is down and the guard or cover shall be so locked that it cannot be raised until the machine is stopped, and machine cannot be started until the Cover of 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 automatic lap forming device shall not be used unless the automatic lap forming device is in efficient working order.

5. Cotton Cards.-

a) all cylinder doors shall be secured by an 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 operation shall be carried out only by specially trained adult workers wearing tight "fitting clothing

b) The licker-in shall be guarded so as to prevent access to the dangerous parts.

c) Every card shall be equipped with an arrangement that would enable the card cylinder to be driven by power during stripping or grinding operations without having to either shift the main belt to the fast pulley of the machine or dismantle the interlocking mechanism and such an arrangement shall be used only for strip or grinding operations.

6. Garnett Machines.

a) Garnett licker-ins shall be enclosed and the garnet fancy rolls shall be enclosed by guards and shall be installed in a way that keeps work rolls reasonably accessible for removal or adjustment.

b) The underside of the garnet shall be guarded by a screen mess or other form of enclosures to prevent access.

7. Gill boxes.

a) The feed and shall be guarded so as to prevent fingers being caught in the pins of the intersecting fillers.

b) 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 shall be so restricted with respect to the distance of the opening from any nip point through that opening from any nip point through that the maximum width of the opening shall not exceed the following :-

Distance of opening from nip point Maximum width of opening 0 to 38mm 6 mm

39 to 63mm	10mm
64 to 88mm	13mm
89 to 140mm	15mm

141 to 165mm	19 mm
166 to 190mm	22mm
191 to 215mm	32mm

8. Silver aid ribbon lappers (cotton). – The cylinder drums and the laps pool shall be provided with a guard to prevent access to the nip between the in running rolls.
9. Speed frame Jack Box wheels at the head stock shall band guard shall have interlocking arrangement.
10. Spinning Mules.-Wheels on spinning mule carriages shall be provided with substantial wheel guards, extending to within 6 mm of the rails.
11. Wrappers.- Swivelled double-bar gates shall be installed on all warpers operating in excess of 410 meters minimum and shall have interlocking arrangements, except for the purpose of inching or jogging.
12. Slashers:-
    a) Cylinder dryers:-
        (i) All open nips of in running rolls shall be guarded by nip guards conforming to the requirements in clause 7.
        (ii) When slashers are operated by control levers, these levers shall be connected to a horizontal bar or treadle located not more than 170mm above the floor to control the operation from any point.
        (iii) Slashers operated by such 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 and if calendar rolls are used, additional buttons shall be provided at both sides of machines at points near the nips, except when slashers are equipped with an enclosed dryer as in such clause (b).
    b) Enclosed hot air dryer –
        (i) All open nips of the top squeezing rollers shall be guarded by nip guards conforming to the requirement specified in sub-clause (2) of clause 7.
        (ii) When slashers are operated by control layers, 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.
        (iii) 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 machine at intervals spaced not more than 1.83 meters on centres.
13. Looms–
    a) Each loom shall be equipped with suitable guards designed to minimize the danger from flying shuttles.
    b) Beam weights for tension in beam shall be of such construction so as prevent it from falling during its adjustment.
14. Valves of Kiers, tanks, and other containers.–
    a) Each valve controlling the flow of steam injurious gases 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 for any other purpose, shall be provided with a suitable lock the valve securely in the closed position and retain the key with him before entering the kier tank or container.
    b) 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 cannot see the contents from the floor or working areas, emergency shut off valves which can be controlled from a point not subject 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 bottom of the guard will not exceed 10mm.

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 and the guard shall extend across the entire length of the nip.
17. Mercerizing range (piece goods):-
    a) A stopping device shall be provided at each end of the machine.
    b) A guard shall be provided at each end of the frame between the in running chain and the clip opener.
    c) A nip guard shall be provided for the in-running rolls of the mangle and washers and the guard shall conform to the requirements specified in subclause (2) of clause 7.
18. Tenter frames:-
    a) A stopping device shall be provided at each end of the machine.
    b) A guard shall be provided at each end of the machine frame at the in running chain and clip opener.
19. Paddlers.–Suitable nip guards conforming to the requirements specified in sub clause (2) of clause 7 shall be provided to all dangerous in-running rolls.
20. Centrifugal extractors.-
    a) Each extractor shall be provided with a guard for the basket, and the guard shall have interlocked arrangement.
    b) Each extractor shall be equipped with a mechanically or electrically operated brake to quickly stop the basket when the power driving the basket is shutoff.
21. Squeezer of wringer extractor, water mangle, starch mangle, backwasher (worsted yarn) crabbing machines and decanting machine: - All in-running rolls shall be guarded with nip guards conforming to the requirements specified in sub-clause (2) of clause 7.
22. Sanforizing and palmer machine:-
    a) Nip guards shall be provided on all accessible in-running rolls and these shall conform to the requirements specified in sub-clause (2) of clause 7.
    b) Access from the sides to the nips of running rolls should be fenced by suitable side guards.
    c) A safety trip rod, cable or wire centre cord shall be provided across the front and back of all palmer cylinders extending the length of the face of the cylinder, which operate readily whether pushed or pulled and the safety trip shall not be more than 170 cm. Above the level at which the operation stands and shall be readily accessible.
23. Rope washers:-
    a) Splash guards shall be installed in 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.
    b) A safety trip rod, cable or wire centre cord shall be provided across the front and back of all rope was hers extending the length of the face of the washer which shall operate readily whether pushed or pulled and the 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:
    a) Each drying tumbler, each double cylinder shaker or clothes tumbler, and each washing machine shall be equipped with an interlocking arrangement which will prevent the power operation of the inside cylinder when the outer door on the case or shall is open, and which will also prevent the outer door in the case or shall from being opened without shutting off the power and the cylinder coming to a stop but which should not prevent the movement of the inner-cylinder by means of a hand operated mechanism or an inching device.
    b) Each closed barrel shall also be equipped with adequate means for holding open the doors or covers of the inner and outer cylinders, of shells while it is being loaded or unloaded.

25. Printing machine (roller type)–
    a) All in-running rolls shall be guarded by nip guards conforming to the requirements specified in sub-clause (2) of clause 7
    b) The engraved roller gears and the large crown wheel shall be guarded.
26. Calendars – 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 rolls or between the guard and the rolls, and so contracted that the cloth can be fed into the rolls safely.
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 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 of which shall be so designed and so located that it will prevent the handle from travelling beyond the vertical position should be handle slips 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 other guard across the entire from of the feed or first pressure rolls, so arranged that the striking of the bar or guard by the hand of the operator or other person will stop the machine. The guard shall be such that the operator or other person cannot 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 not be less than 1.83 meters."
31. Medical examination and records:-
    a) Every worker employed on machinery to which this schedule applies shall be examined by a medical officer within 15 days of his first employment. Such examination shall include pulmonary test, immunoglobin test, Audiometry test etc. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) Every worker employed in the said processes shall be re-examined by a medical officer at least once in every twelve calendar months. Such re-examination shall, wherever the medical officer considers appropriate, include tests as specified in sub- paragraph (1).
    c) The medical officer after examining a worker, shall issue a Certificate of Fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the occupier of the factory. The record of each examination carried out under sub paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the medical officer in a health register in FORM-V.
    d) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    e) If at any time medical officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker, he/she shall make a record of his findings in the said Certificate and the health register. The entry of his findings in these documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
    f) No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination, again certifies him fit for employment in those processes.

SCHEDULE – XXIX
(See rule 84)
PROCESS OF MELTING IN INDUCTION FURNACE

1. Application:
   Provisions of this schedule shall apply to all parts of factories operations where melting of metal is done in induction furnace and other allied processes are carried on.
2. Definitions:
   a) "Induction Furnace" means furnace in which a strong magnetic field created by passing an electric current through a coil wrapped around the furnace. The magnetic field in turn creates a voltage across, and subsequently an electric current through, the metal to be melted.
   b) "Coil" means coil of Induction Furnace
   c) "Ladle" means equipment used to carry melted metal
   d) "Mould" means moulds made of steel, sand, loam, moulding composition or other mixture of materials.
   e) "Personal Protective Equipment" Personal Protective Equipment (PPEs) refers to protective clothing, helmets, goggles, or other garments or equipment Designed to protect the wearer's body from injury or infection.
   f) "Refractory" means lining of refractory bricks made in pit
3. Arrangement and storage – For the purposes of promoting safety and cleanliness in workrooms the following requirements shall be observed:-
   a) moulding boxes, loam plates, ladles, patterns, pattern plates, frames, boards, box weights, and other heavy articles shall be so arranged and placed as to enable work to be carried on without unnecessary risk;
   b) Suitable and conveniently accessible racks, bins, or other receptacles shall be provided and used for the storage of other gear and tools;
   c) Where there is bulk storage of sand, fuel, metal scrap or other materials or residues, suitable bins, bunkers or other receptacles shall be provided for the purpose of such storage.
4. Construction, maintenance of platform and floors–
   a) The platform of furnace should be of good construction, sound material and adequate strength to withstand explosion
   b) The platform must be of adequate size to accommodate persons working there and raw material to be charged
   c) The platform must be provided with at least two stairs
      a. Floors of indoor workplaces in which the processes are carried on, other than parts which are of sand, shall have been surface of hard material.
   d) No part of the floor of any such indoor workplace shall be of sand except where this is necessary by reason of the work done.
   e) All parts of the surface of the floor of any such indoor workplace which are of sand shall, so far as practicable, be maintained in an even and firm condition.
5. Authorised person :–
   a) No person except those authorised to work on platform or near furnace shall be allowed on the platform or near furnace.
   b) Person covered under exception of sub-rule (1) must be trained and provided with prescribed personnel protective equipments.
   c) No person shall carry out any work within a distance of 4 metres from a vertical line passing through the delivery end of any spout of a furnace, being a spout used for delivering molten metal,

or within a distance of 2.4 metres from a vertical line passing through the nearest part of any ladle which is in position at the end of such a spout, except, in either case, where it is necessary for the proper use of maintenance of furnace that work should be carried out within that distance of that work is being carried out at such a time and under such conditions that there is no danger to the person carrying it out from molten metal which is being obtained from the cupola or furnace or is in a ladle in position at the end of the spout.

6. Maintenance and examination of exhaust plant–
   a) All ventilation plant used for the purpose of extracting, suppressing or controlling dust or fumes shall be properly maintained.
   b) All ventilating plant used for the purpose of extracting, suppressing or controlling dust or fumes shall be examined and inspected once every week by a responsible person. It shall be thoroughly examined and tested by a competent person at least once in every such examination and test shall be entered in a register which shall be available for inspection by an Inspector- cum-Facilitator. Any defect found on any such examination and carrying out the examination and test to the occupier of the factory.
7. Ladle-
   a) Before the ladle is placed for pouring the hot liquid metal, it shall be thoroughly inspected
   b) Place the ladle below the spout.
   c) Before pouring is started, it shall be ensured that:
      (i) Only minimum required nos. of persons shall be present.
      (ii) They all shall use PPEs like face shield, flame retardant suit, anklets, goggles, hand gloves, helmets and safety shoes.
   d) Ladle shall be removed only after clearance from the Furnace In-charge.
   e) Ladle shall not be transported in tilted condition.
8. Operation and Maintenance of furnace:
   a) The occupier shall operate the furnace as per instructions supplied by manufacturer.
   b) The occupier shall keep the maintenance of furnace as per maintenance schedule supplied by manufacturer.
   c) The coil should be checked at regular intervals
   d) The refractories shall be changed at regular interval
9. Work Permit-
   The occupier shall issue work permit to the person supposed to work in confined space, at height or on electric equipments.
10. Washing facilities–
    The occupier shall provide and maintain, in a clean state and in good repair for the use of all persons employed a wash place under cover with sufficient supply of water and soap, towel etc.
11. Protective equipment–
    The occupier shall provide and maintain suitable PPEs for all persons employed in process as specified in sub-rule (2).
12. Prohibition of employment of pregnant Woman and Adolescent–
    No pregnant woman or adolescent shall be employed in any of the process covered by this schedule
13. Medical examination by medical officer–
    a) Every worker employed in the processes specified in paragraph 1 shall be examined by a medical officer within 15 days of his first employment. Such examinations shall include skin test, audiometric test, Pulmonary test and no worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) Every worker employed in a manganese process shall be re-examined by a medical officer at least

once in every 12 months and such examination shall, wherever the medical officer considers appropriate, include all the tests in sub paragraph (1).

c) The Medical officer after examining a worker, shall issue a Certificate of Fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the occupier of the factory. The record of each examination carried out under sub-paragraph (1) and (2) including the nature and the results of these test, shall also be entered by the medical officer in a health register in FORM-V.

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

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

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

14. Exemptions – If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for the protection of the workers in the factory, the Chief Inspector-cum-Facilitator may be a certificate in writing which he/she 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/she may specify therein.

SCHEDULE – XXX
(See rule 84)
WOOD WORKING MACHINERY

1. Definitions: -For the purposes of this Schedule:-
   a) Woodworking 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 rack bench) but does not include a pendulum or similar saw which is moved towards the wood for the purpose of cutting operation.
      a. Band saw means a band saw, the cutting portion of which runs in vertical direction but does not include a log saw or band resaving machine.
   c) Planning machine means a machine for overhand planning or thicknessing or for both operations.
2. Stopping and starting device:- An efficient stopping and starting device shall be provided on every woodworking 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. Floors:- the floor surrounding every woodworking 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:-

a) No person shall be employed at a woodworking machine unless he/she has been sufficiently trained to under the adequate supervision of a person who has a thorough knowledge of the working of the machine.
b) A person who is being, trained to work woodworking machine shall be fully and carefully and the precautions to be observed to secure safe working of the machine.

6. Circular Saws:- Every circular saw shall be fenced as follows:-
   a) Behind and indirect line with the saw there shall be arriving 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 as are of a circle having a radius of not exceeding the radius of largest saw used on bench.
      (ii) The Knife shall be maintained as close as practicable to the saw, having regard to the nature of the work being done at the time and at the level of the bench table the distance between the front edge of the knife and the teeth of the saw shall not exceed 12mm.
      (iii) For a saw of a diameter of less than 0.6 meter, the knife extend upwards from the bench table to within 25 mm3 of the top of the saw, and for a saw of a diameter of 0.6 meter or over shall extend upwards from the bench teeth of the saw shall not exceed 12mm.
   b) The top of the saw shall be covered by a strong and easily adjustable guard with a flange at the side of the saw farthest from the fence. The guard shall be kept so adjusted that the said 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 material one on each side of the saw; such plates shall not be more than 15 cm apart, and shall extend from the axis of the outwards to a distance of not less then.5cm. Beyond the teeth of the saw Metal plates, if not headed, shall be of a thickness of at least .25 cm. Or if headed be of a thickness of at least.125centimeters.
7. Push Sticks: - A push stick or other suitable appliance shall be provided for use at every circular saw and at every vertical spindle molding 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. Planing Machines-
   a) A planing machine (other than a planing machine which is mechanically fed) shall not be used for overhand planing unless it is fitted with a cylindrical cutter block.
   b) Every planning machine used for over hand planing shall be provided with a “bride” guard capable of covering the full length and breadth of the cutting slot in the bench, and so constructed as to be easily adjusted both in a vertical and horizontal director.
   c) The feed roller of every planting machine used for thicknessing except the combined machine for overhand planning and thicknessing, shall be provided with an efficient guard.

10. Vertical spindle moulding machines:-
   a) 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.
   b) The wood being moulded at vertical spindle moulding shall. If practicable be held in a jig or holder of such construction as to reduce as for as possible the risk of accident to the worker.

11. Chain mortising machines: -The chain of every chain mortising machine shall be provided with a guard which shall enclose the cutters as far as practicable.
12. Adjustment and maintenance of guards. The guards and other appliances required under this Schedule shall be maintained in an efficient state. Constantly kept in position while the machinery in motion, and so adjusted as to enable the work to be done without unnecessary risk.
13. Exemption:- Paragraphs 6, 8, 9, and 10 shall not apply to an woodworking 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.
14. Medical examination and records:-
    a) Every worker employed on machinery to which this schedule applies shall be examined by a medical officer within 15 days of his first employment. Such examination shall include pulmonary test, immunoglobin test, Audiometry test etc. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
    b) Every worker employed in the said processes shall be re-examined by a medical officer at least once in every twelve calendar months. Such reexamination shall, wherever the medical officer considers appropriate, include tests as specified in sub- paragraph (1).
    c) The medical officer after examining a worker shall issue a Certificate of Fitness in FORM-VI. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the occupier of the factory. The record of each examination carried out under sub paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the medical officer in a health register in FORM-V.
    d) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
    e) if at any time medical officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker he/she shall make a record of his findings in the said Certificate and the health register. The entry of his findings in these documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
    f) No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination, again certifies him fit for employment in those processes.
15. Appointment of person on machinery:-
    a) No person shall be allowed to work on machinery specified in this Schedule unless he/she:-
        (i) has attained the age of eighteen years;
        (ii) has been trained in accordance with the sub-paragraph (2).
    b) The training shall include suitable and sufficient practical instructions in the matter in relation to each type of woodworking machinery and safety device.

SCHEDULE – XXXI
(See rule 84) RUBBER MILLS

1. Installation of machines: - Mills for breaking down, cracking, grating, mixing, refining and warming rubber or rubber compounds shall be so installed that the top of the front roll is not less than 85cm. 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 shall be fitted across the front of the machine in such position that the operator cannot reach the nip of the rolls.

2. Safety devices:-
   a) Rubber Mills shall be equipped with-
      (i) Hoppers so constructed or guarded that it is impossible for the operator to come into contact in any manner with the nip of the rolls.
      (ii) Horizontal-safety trip rods or tight wire cables 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.
   b) 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 1.75 meter above the floor or working level.
   c) Safety-trip rods and tight wire cables on all rubber mills shall be examined and tested daily in the presence of the Manager or other responsible person and if any defect is disclosed by such examination and test the mill shall not be used until such defect has been remedied.

SCHEDULE – XXXII
(See rule 84) CENTRIFUGAL MACHINES

1. Definition: -"Centrifugal Machines" include centrifugal extractors, separators and driers.
2. Every part of a 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 for drum or basket-
   a) The cage housing, the rotating drum or basket of every centrifugal machine shall be provided with a strong lid. The design, 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.
   b) Every centrifugal machine shall be provided with an efficient interlocking device that will 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 arrangement capable of bringing the drum or basket to rest within as short a period of time as reasonably practicable after the power is cutoff.
5. Operating speed:- No centrifugal machine shall be operated at a speed in excess of the manufacturers 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. Exceptions:—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.

SCHEDULE – XXXIII
(See rule 84) POWERS PRESSES

1. Application: - This Schedule shall apply to all types of power presses including press brakes, except when used for working hot metal.
2. Definition: -For the purpose of this Schedule,-
   a) "approved" means approved by the Chief Inspector-cum-Facilitator;
   b) "fixed fencing" means fencing provided for the tools of a power press being fenced 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 a machine used in metal or other industries for moulding, pressing, blanking, raising, drawing and similar other 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 shutting. Etc.

4. Protection of tool and die:-

a) Each press shall be provided with a fixed guard with slip plate on the underside enclosing the front and all sides of the tool.

b) Each die shall be provided with a fixed guard surrounding its front and sides, and extending to the back in the form of a tunnel through which the pressed article falls to the rear of the press.

c) The design, construction and mutual position of the guards referred to in sub- Para-graphs (1) and (2) shall be such as to preclude the possibility of the worker's hand or fingers reaching the danger zone.

d) The machine shall be fed through a small aperture at the bottom of the dye guard, but awide aperture may be permitted for second or subsequent operations if feeding is done through a chute.

e) Notwithstanding anything contained in sub-paragraphs (1) and (2) an automatic or an interlocked guard may be used in place of a fixed guard, but where such guards are used they shall be maintained in an efficient working condition and if any guard develops a defect, the power shall not be operated unless the defect guard is removed.

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

a) Except as provided in sub-paragraph (4) of paragraph 4, no person shall set, re-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 unles she/she:-

(i) has attained the age of eighteen years;

(ii) has been trained in accordance with the sub-paragraph (2);and

(iii) 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, as the case may be belongs; and the name of every such person shall be entered in a register in Form-48.

b) The training shall include suitable and sufficient practical instructions in the matter in relation 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 devices:

a) No power press or safety device shall be taken into use in any factory for the first time in that factory or in case of a safety device 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 power press in connection with which it is to be used.

b) No power press shall be used unless it has been thoroughly examined and tested by a competent person within the immediately preceding period of twelvemonths.

c) No power press shall be used unless every safety device (other than fixed fencing) there on has with in the immediately preceding period of six months when in position on that power press, been thoroughly examined and tested by a competent person.

d) The competent person carrying out an examination and test under the foregoing provision shall make a report of examination and test containing the following particulars and every such report shall be kept readily available for inspection;

(i) Name of the occupier of the factory;
(ii) Address of the factory;
(iii) Identification number or mark sufficient to identify the power press or the safety device, as the case may be;
(iv) Date on which the power press or the safety device was first taken into use in the factory;
(v) The date of each periodical thorough examination carried out as per requirements of sub-paragraph (2) above;
(vi) Particulars of any defects affecting the safe working of the power press or the safety device found during such thorough examinations and steps taken to remedy such defects.

7. Defect disclosed through examination and tests:-
   a) 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:-
      (i) 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
      (ii) 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.
   b) In every case where notification has been notified under this paragraph, a copy of the report made under sub-paragraph, a copy of the report made under sub-paragraph (4) of paragraph 6 shall be sent by the competent person to the Inspector-cum-Facilitator of the concerned area within fourteen days of the completion of the examination and test.
   c) 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;
      (i) in the case of a defect falling within clause (a) of sub-paragraph (1) until the said defect has been remedied; and
      (ii) in the case of defect falling within clause (b) of sub-paragraph (1) until the said defect has been remedied after the expiration of the specified period.
   d) As soon as is practicable, after any defect of which notification has been notified 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 devices:
   a) No power press shall be used after the setting, resetting or adjustment of the tools 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 and has certified it to in order:
      Provided that no inspection, test and certificate shall 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 the said person in efficient working order.
   b) Every power press and every safety devices thereon while it is in position on the said power press shall be inspected and tested by a trained person everyday.

9. Defects disclosed during an inspection and test:-
   a) 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 proper 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/she shall notify the same to the manager forth with.
   b) Except as provided in sub-paragraph (3) where any defect is disclosed in a safety device any inspection and test under paragraph 8, the person carrying out the inspection and test shall notify the same to the manager forth with.
   c) 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 the specified period without the said defect having been remedied, the requirement in sub- paragraph (2) of this paragraph shall not apply to 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 the 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:-
   a) If in respect of any factory, the Chief Inspector-cum-Facilitator of Factories 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 in the factory, the Chief Inspector-cum- Facilitator may by a certificate in writing (which he/she may in his discretion revoke at any time), exempt such factory from all or ay of such provisions subject to such conditions, if any, as he may specify therein.
   b) 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 on a place where it may be conveniently read by the persons employed.

SCHEDULE – XXXIV
(See rule 84)
SHEARS SLITTERS AND GUILLOTINE MACHINES

1. Definitions:-For the purpose of this schedule:-
   a) "guillotine" means a machine ordinarily equipped with straight, bevel edged blade operating Vertically against a stationery resisting edge and used for cutting metallic or non-metallic or non-metallic substances;
   b) "Shears" or "shearing machine" means a machine ordinarily equipped with straight, bevel edged blades operating vertically against resisting edged, or with rotary, over lapping cutting wheels and used for shearing metals or nonmetallic substances; and
   c) "Slitter" or slitting machine" means a machine ordinarily equipped with circular disc- type knives, and used for trimming or cutting into metal or nonmetallic substances or for slitting them into narrow strips; for the purpose of this schedule, this term includes bread or other food slices equipped with rotary knives or cutting discs.
2. Guillotine and Shears:-
   a) Where practicable, a barrier metal guard of adequate strength shall be provided at the front of the knife, fastened to the machine frame and shall be so fixed as would prevent any part of the operator's body to reach the descending blade from above, below or through the barrier guard or 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 bed, there shall be provided suitable staring devices which require simultaneous action of both the hands of the operator or an automatic device when will remove both the hands of the operator from the danger zone at every descent of the blade.

b) At the back of such machines, an inclined guard shall be provided over which the slit pieces would slide and be collected at a safe distance in a manner as would prevent a person at the back from reaching the descending bladed

c) Power-driven guillotine cutters, except continuous feed trimmers, shall be equipped with:-
   (i) starting devices which require the simultaneous action of both hands to start the cutting motion and of at least one hand control during the complete stroke of the knife: or
   (ii) an automatic guard will remove the hands of the operator from the danger zone at every decent of the blade, used in conjunction with one hand starting devices which require two distinct movements of the device to start the cutting motion, and so designed as to return positively to the non-starting position after each complete cycle of the knife.

d) 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.

e) 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 will prevent the machine from operating in the event of failure of the brake when the starting mechanism is in the non-starting position.

3. Slitting Machine:-
   a) Circular disc type knives on machines for cutting metal and leather, paper, rubber, textile or other non metallic substances shall, if within reach of operators standing on the floor of 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:-
      (i) automatically adjust themselves to the thickness of the material; or
      (ii) be fixed or manually adjusted so that the space between the bottom of the guard and the material will not exceed 6 mm (1/4inch) at anytime.
   b) Portions of blades underneath the tables or benches of slitting machines shall be covered by guards.
4. Index cutters and Vertical Paper Slotters:- Index cutter, and other machines for cutting strips from the ends of books, and for similar operations, shall be provided with fixed guards, so arranged 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 guards 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 guards on horizontal machines, shall be completely enclosed with hinged guards of sheet metal not less than 1 mm (0.04 inch) in think-ness or of other material of equal strength.

SCHEDULE – XXXV
(See rule 84) THERMIC FLUID HEATERS

1. All heaters shall be of such construction that coils are removal for periodic cleaning, visual inspection and hydraulic test.
2. Suitable arrangements shall be made for cooling the furnace effectively incase of power failure.
3. Before restarting the furnace, it shall be effectively purged.
4. Velocity or flow of the thermic fluid shall not be allowed to fall below the minimum recommended by the manufactures while the heater is in operation.
5. The thermic fluid shall be circulated in a closed circuit formation with an expansion–cum- deaerator tank. This tank shall be located outside the shed where the heater is installed
6. Every heater shall be provided with a photo-resistor actuated auto-visual alarm to indicate flame failure and automatic burner cutoff
7. The stack temperature monitor-cum-controller with audiovisual alarm shall be provided so as to warn operator in case the outlet temperature exceeds the specific minimum.
8. Where inspection doors are provided on the furnace they shall be interlocked with the burner itself so that they cannot be opened until burner is shut off and furnace is cooled sufficiently.
9. All heaters shall also be provided with the following safety devices:-
   a) Level control in the expansion tank
   b) Temperature control of thermic fluid;
   c) Differential pressure switch on the outlet line of the heater tubes; and
   d) Temperature control device for the fuel oil supply to the burner.
10. All devices specified in paragraph (9) shall have interlocking arrangement with burner so that in case of any predetermined limits being crossed, the supply of fuel and air shall automatically be cut-off.
11. All safety interlock when operated shall be indicated on the control panel of the heater by a suitable audio visual alarm
12. Every heater unit shall be provided as a standard accessory an arrangement for sniffing with low pressure steam or nitrogen for putting out the fire.
13. Electric panel for the heater shall be located near the heater but not so close as to be exposed to spilling or leaking oil.
14. The heater shall be located in a place partitioned off with fire proof material from other manufacturing activities.
15. Explosion vent shall be so installed that release takes place at safe location.
16. The heater coil shall be subjected to pressure test by competent person once at least in every twelve months. The test pressure shall not be less than twice the operating pressure.
17. If repairs are carried out to the coil, it shall be tested before taking it into use.
18. The thermic fluid shall conform to the specifications specified by the manufacturers and shall be tested by competent person for suitability at least once in every three months period. Such test shall include test for acidity, suspended matter, ash content, viscosity and flash point.
19. Cleaning of internal surface of the heater soot and checkup of refractory surface on the inside shall be carried out every month or as often as required depending upon working conditions. The coils shall be removed and surface of the coils cleaned thoroughly once at least in a period of six months. The burner, nozzles, oil filters and pumps shall be cleaned once a week during the period of use.
20. A separate register containing the following information shall be maintained:-
   a) weekly checks carried out confirming the effectiveness of the interlock;
   b) weekly checks confirming that all accessories are in good state of repairs; and

c) information regarding fuel, oil temperature, pressure, thermic fluid inlet/outlet pressure and temperature, fuel gas temperature, recorded at four hourly intervals.

21. The heater when in operation shall always be kept in charge of a trained operator.

SCHEDULE - XXXVI
(See rule 84)
MANUFACTURE OF CHROMIC ACID OR MANUFACTURE OR RECOVERY OF THE BICHROMATE OF SODIUM, POTASSIUM OR AMMONIUM

1. Definition: the purposes of this schedule –
   a) "Chrome process" means the manufacture of chromic acid or bichromate of sodium or potassium or ammonium or the manipulation, movement or other treatment of these substances in connection with their manufacture.
   b) "Efficient exhaust draught" means localized ventilation effected by mechanical or other means for the removal of gas, vapour, dust or fume so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated to the point where such gas, vapour, fumes or dust originate.
   c) "Suspension" means suspension from employment in any of the chrome process specified by written certificate in the Health Register in FORM-V signed by the Medical Officer, who shall have power of suspension as regards all persons employed in any such process.
2. Prohibition relating to women and Adolescent
   No woman or adolescent shall be employed or permitted to work on any chrome process.
3. Efficient Exhaust System
   a) The following chrome processes shall not be carried on without the use of an efficient exhaust-draught, namely:-
      (i) grinding;
      (ii) sieving;
      (iii) batch mixing;
   b) (i) All equipment for the extraction or suppression of dust/fumes shall at least once in every six months be examined and tested by competent person, and any defect disclosed by such examination and test shall be rectified as soon as practicable.
      (ii) A register containing particulars of such examination and tests shall be kept in Form-XXXVI
4. Separation of certain processes
   The following chrome processes namely:-
   a) grinding of raw materials, and
   b) sieving of raw materials, shall be carried on in such manner and under such conditions as to secure effective separation from any other processes.
5. Washing facilities
   a) Where acidification, sulphate settling or washing, concentration, crystallization, centrifugation or packing is carried out, near to working area, there shall be–
      (i) wash places installed for washing hands and feet frequently in running water, and
      (ii) a container holding at least 20 ounces of 10 per cent solution of sodium bisulphite or any other suitable reducing agent.
   b) There shall also be provided and maintained in a clean state and good repair washing accommodation under cover with a sufficient supply of soap and towels on the scale indicated below-

      At least one tap or stand pipe for every 10 employees and the tap or pipe shall be spaced not less than 1.2 meters apart.

6. Time allowed for washing
   Minimum ten minutes before each meal and end of the day's work. 10 minutes additional to the regular meal time shall be allowed to each person employed in the chrome process for washing.
7. Floorings
   a) of cement or similar other material so as to be smooth and impervious to water and provided with suitable gradient and drainage;
   b) maintained in sound condition and cleaned daily.
8. Medical Examination by Medical Officer:
   a) Every worker employed in the processes to which this schedule applies shall be examined by a medical officer within 15 days of his first employment. Such examination shall include tests as required by medical officer. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the medical officer.
   b) Every worker employed in the said processes shall be re-examined by a medical officer at least once in every twelve calendar months. Such re examination shall, wherever the medical officer considers appropriate, include tests as specified in sub- paragraph (1).
   c) The medical officer after examining a worker shall issue a Certificate of Fitness. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the occupier of the factory. The record of each examination carried out under sub paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the medical officer in a health register in FORM-V.
   d) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-Facilitator.
   e) If at any time medical officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker he/she shall make a record of his findings in the said Certificate and the health register. The entry of his findings in these documents should also include the period for which he/she considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he/she is fully incapacitated in the opinion of the Medical officer, in which case the person affected shall be suitably rehabilitated.
   f) No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed or permitted to work in the said processes unless the Medical officer, after further examination, again certifies him fit for employment in those processes.
9. Protective Equipment
   The occupier shall provide and maintain for the use of all persons employed –
   a) in grinding, sieving or mixing raw materials, sufficient and suitable respirators (issued separately for each individual) the filtering materials of which shall be renewed daily;
   b) in roasting process, suitable footwear;
   c) in acidification, settling concentration, crystallization, centrifugation or packing suitable aprons and protective coverings for hands and feet. Arrangements shall be made by the occupier for the examination and cleaning of all the protective equipment at the close of each day's work and for the repairs or renewal thereof when necessary.
10. Use of Protective Equipment
    Every person employed in a chrome process shall make use of the protective equipment provided under Paragraph 9.

11. Cloak room
There shall be provided and maintained in a clean state and in good repair for the use of all persons employed in any chrome process –
a) a cloakroom for street clothing put off during working hours including adequate, arrangements for drying such clothing when wet, such accommodation shall be separate from any mess room;
b) separate and suitable arrangements for the storage of protective clothing provided under Paragraph 9.

12. Mess Room
There shall be provided and maintained for the use of all persons remaining within the premises during the meal intervals a suitable mess-room providing accommodation of at least 0.9 sq. metres per head and furnished with –
a) a sufficient number of tables and chairs or benches;
b) arrangements for washing utensils;
c) adequate means for warming food.
The mess-room shall be placed under the charge of a responsible person and shall be kept clean.

13. Prohibition of foods, drinks etc.
No food, drink, "pan", "supari", or tobacco shall be brought or consumed by any worker or in any work-room in which chrome process is carried on and no person shall remain in any such room during intervals for meals or rest.

14. Fencing of Vessel
Every fixed vessel, whether pot, pan, vat or other structure, containing any dangerous material, and not so covered as to eliminate all reasonable risk of accidental immersion of any portion of the body of a person employed shall be fenced as follows :-
a) Each such vessel shall, unless its edge is at least 91.4 centimetres above the adjoining ground or platform be securely fenced to a height of at least 91.4 centimetres above such adjoining ground or platform;
b) No plank or gang-way shall be placed across or inside any such vessel unless such plank or gang-way is–
(i) at least 45.7 centimetres in width, or
(ii) securely fenced on both sides, either by upper and lower rails to a height of 91.4 centimetres or by other equally efficient means;
c) If any two such vessels are near each other and the space between them clear of any surrounding brick-work or other work, is either –
(i) less than 45.7 centimetres in width, or is 45.7 or
(ii) more centimeters in width, but is not securely fenced on both sides to a height of at least 91.4 centimetres secure barriers shall be placed so as to prevent any passage between them.

15. Cautionary Notices
A cautionary notice in the form specified by the Chief Inspector-cum-Facilitator and printed in the language of the majority of the workers, employed shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers.

16. Exemption
If in respect of any factory the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or the in frequency of the process, or for any other reason, all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he/she may be certificate in writing exempt such factory from all or any of the provisions indicated in such certificate on such conditions as he/she may specify therein. Such certificate may at any time be revoked by the Chief Inspector-cum-Facilitator without assigning reasons.

SCHEDULE - XXXVII
(See rule 84)
WELDING/CUTTING OPERATION WITH THE USE OF LPG/ACETYLENE/ARGON

1. Applicability: This Schedule is applicable to all operations in welding/cutting of materials with the use of Liquefied Petroleum Gas or Acetylene gas or Argon etc. with oxygen gas.
2. Equipment:
   a) Gas cylinders whether filled of empty shall not be stored in rooms where welding or cutting work is being done.
   b) Liquefied gas cylinder, when is use shall always be kept in an upright position and shall be so placed that they cannot be knocked over.
   c) Open flames, lights, lighting of fire and smoking shall be prohibited in close proximity to any cylinder containing flammable gases, except those which are in use for welding, cutting or heating.
   d) All cylinders shall be stored at a safe distance of not less than 10 meters from all operations which produce, flames, sparks of molten metal or result in excessive heat.
   e) Every gas cylinder shall be provided with efficient standard type pressure regulator and back flow of gas will be restricted by second non-return type valve.
   f) All welding/cutting torches shall be of standard type which should be provided with non return valve.
   g) Suitable type of fire extinguishers shall be provided near the welding/cutting place and also near the gas cylinder storage.
   h) Pipe lines from gas cylinders shall be painted with distinctive colours for identification of each gas.
3. General:
   a) Welding and cutting operation shall be prohibited in areas containing explosive of flammable dusts, gases, oil or vapours.
   b) Welding/cutting operations that are carried out in places where persons other than the welders and their helpers are working or passing shall be enclosed by means of suitable stationary or portable screens at least 2.13meters (7 ft.) in height.
   c) All equipments like welding/cutting torch, pipe lines, brackets, non-return valves and pressure regulators shall be examined by a competent person having know-how of such equipment, at least once in a period of 15days.
   d) The welding/cutting process shall be carried out by workers specially trained in that job and having knowledge of the hazards of fire, back-fire and explosion.
   e) A log book of examination of equipment and a register of trained workers for welding / cutting operation shall be maintained in the forms as directed by the Inspector-cum- Facilitator.

PART - B
SCHEDULE -I
(See rule 84)

Dyeing, Stencilling and Painting of Mats, Matting's and Carpets in Coir and Fibre Factories

1. Application – These provision shall apply to all coir factories in which stenciling or painting of mats or matting or carpets is carried on, and to all coir and fibre factories in which dyeing of yarns (other than cotton yarns) and fibre is carried on.
2. Declaration of operations as dangerous – Stenciling and painting of mats, matting and carpets and dyeing of yarns (other than cotton yarns) and fibre are declared to be dangerous operations when carried on in any coir factory.

3. Prohibition of employment of women and young persons – No woman or young person shall be employed or permitted to work in any of the operations specified in clause 2.
4. Protective measures – The occupier shall provide free of cost and maintain in good condition for use of all persons engaged in operations specified in clause 2:-
   a) Suitable rubber gloves of durable quality for both hands.
   b) Rubber boots of durable quality for both legs.
   c) Goggles.
   d) Any other material or appliance which in the opinion of the Chief Inspector-cum- Facilitator, shall be necessary for the protection of workers.
5. Wearing of gloves, boots and goggles – All persons engaged in any of the operations specified in clause 2, while at work in these processes should make use of the materials and appliances provided under clause 4.
6. Food and drink–
   a) No food or drink shall be brought into any room in which any of the operations specified in clause 2 is carried on.
   b) No food or drink shall be consumed in any room in which any of the operations specified in clause 2 is carried on.
7. Floor of work-rooms-The floor of every room in which any of the operations specified in clause 2 is carried, on shall be of cement of similar materials so as to be smooth and impervious of water maintained in sound condition and provided with suitable and adequate arrangements for drainage.
8. Washing facilities–
   a) The occupier shall provide and maintain for the use of all persons employed in operations specified in clause 2, suitable washing facilities consisting of–
      (i) A masonry or steel water tank capable of holding sufficient water and having taps at the rate of one tap for every ten persons employed at any one time. The floor around the tank and below the taps shall be cement plastered and maintained in sound and clean condition. Suitable and adequate arrangements for drainage shall be provided around the tanks and taps.
      (ii) Sufficient supply of nail brushes, soap or other suitable cleaning materials and clean towels.
   b) The facilities so provided shall be placed under the charge of a responsible person and shall be kept clean.
9. Medical Examination –
   a) The person so employed shall be medically examined by a Medical Officer within 14 days of his first employment in such process and thereafter shall be examined by the Medical Officer at intervals of not more than twelve months, and record of such examinations shall the entered by Medical Officer in the Health Register in Form V.
   b) A Health Register in Form-V containing the names of all persons employed in the processes named in clause 2 shall be kept.
   c) No person after suspension shall be employed unless the Medical Officer after re- examination, again certifies him to be fit for employment.
10. Exemptions - The Chief Inspector-cum-Facilitator may grant exemption from the operation of clause 4, 5, 6, 7 and 8 to the extent to which he/she deems suitable where he/she is satisfied that their observance is not necessary for safeguarding the health of the operatives.

SCHEDULE - II
(See rule 84)
Cellulose Spraying

1. Application - The provisions of this schedule shall apply to all factories or parts of factories in which the spraying of cellulose, ester paints or lacquers is carried on.
2. Prohibition of the employment of children and adolescents- No child or adolescents shall be employed in any factory on the operations specified in paragraph 1 above.
3. Exhaust draughts - An efficient exhaust draught shall be provided by mechanical means for the process specified in paragraph 1. The draught shall operate on the vapour given off in the process as near as may be at the point of origin so as to prevent (as far as practicable under the atmospheric conditions usually prevailing) from escaping in to the air of any place in which work is carried on. The draught shall be maintained working for a period of at least five minutes after the cessation of the operation:
   Provided that the Chief Inspector-cum-Facilitator may grant exemption from these provisions if he/she is satisfied that due to the casual nature of the operation they are not necessary to secure the health of the workers.
4. Position of spray operators - Arrangements shall, as far as practicable he/she made so as to render it unnecessary for the person operating the spray to be in a position between a ventilating out fit and the article being sprayed.

SCHEDULE - III
(See rule 84)
Graphite Powdering and Incidental Processes

1. Application - The provisions of this schedule shall apply to all factories or parts of factories in which the grinding and sleving of graphite and the processes incidental thereto are carried on.
2. Prohibition of employment of women, children and adolescents - No pregnant woman, adolescent shall be employed in any factory upon any of the operations specified in paragraph 1 above.
3. Medical Certificate and examinations–
   a) No person shall be employed in any factory for more than fifteen days in the year upon any of the operations specified in paragraph 1 above unless a special certificate of fitness in FORM-VI, granted to him by a Medical Officer, is in the custody of the manager of the factory.
   b) The Inspector-cum-Facilitator of factories may require that any person in respect of whom a certificate referred to in sub-paragraph (1) has been granted shall carry with him while at work a token giving reference to such certificate.
   c) Every person so employed shall be medically examined by a Medical Officer at intervals of not more than 6 months and a record of such examinations shall be entered in the special certificate granted under sub –paragraph (1).
4. If at any time a Medical Officer is of opinion that any person is no longer fit for employment upon any of the operations specified in paragraph 1 above he/she shall cancel the special certificate of fitness granted to that person.
5. No person who special certificate of fitness has been cancelled shall be employed upon any of the operations specified in paragraph 1 above unless a Medical Officer again certifies him to be fit.
6. Exhaust draughts - Provision shall be made for removing the dust produced in any of the operations specified in paragraph 1 above by means of an efficient exhaust draught so contrived as to operate on the dust as closely to the point of origin as possible:

Provided that where the provision of an exhaust draught is not reasonably practicable the Inspector-cum-Facilitator may require –

a) Respirators of a type approved by him to be provided and maintained in a clean and efficient condition by the occupier and worn by every person working under such conditions; and
b) the damping of floors, apparatus and material to prevent the raising of dust.

7. Floors and work-benches–
   a) The floor of every room in which any person is employed upon any of the operation specified in paragraph above shall be of cement or other impervious material.

SCHEDULE - IV
(See rule 84)
Curing, Canning or Other Processing of Fish

1. Application – This schedule shall apply to all factories or parts of factories in which curing, canning or any other processing of fish including prawns, is carried on.
2. House keeping–
   a) Every part of the ways, works, machinery and plant and premises shall be maintained in clean and tidy condition.
   b) Any spillage of materials shall be cleared up without delay.
3. Personal protective equipment–
   a) Suitable protective clothing shall be provided for the use of workers-
      (i) when entering the cold storage chamber, and
      (ii) when attending to processes which are wet and likely to drench the clothes worn.
   b) The occupier shall provide for the use of all persons employed in or entering the cold storage chamber,
      (i) an adequate supply of protective equipment against low temperature, including gloves, overalls and protective footwear's, of types approved in writing by the Inspector- cum-Facilitator;
      (ii) an adequate supply of protective footwear of a type approved in writing by the Inspector-cum-Facilitator for the use of all persons employed in wet processes involving standing on wet floor or handling of wet articles, or washing of articles.
   c) Arrangement shall be made for the proper and efficient cleaning of all such protective clothing, Adequate soap, free of cost, shall be made available for this purpose.
   d) The occupier shall provide and maintain for the use of persons employed suitable accommodation for keeping the clothing not worn during working hours, and for the drying of wet clothing. The accommodation so provided shall be placed under the charge of a responsible person.
   e) No person shall wear a protective clothing or protective footwear worn by another person.
4. Washing facilities–
   a) The occupier shall provide and maintain for the use of all persons employed suitable washing facilities consisting of:-
      (i) a trough with a smooth impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least 60cm. for every ten persons employed at any one time and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 60cm.; or
      (ii) at least one wash-basin for every ten persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of clean water, together with, in either case, a sufficient supply of soap or other suitable cleansing material and clean towels.
   b) The facilities so provided shall be placed under the charge of a responsible person and shall be kept clean and in good repair.

5. Time allowed for washing – Before each meal and before the end of the days work, at least ten minutes, in addition to the regular meal times, shall be allowed to each person employed in processes specified in clause 1 for washing.
6. Food, drinks, etc., prohibited in work rooms – No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any work room or shed in which any of the operations specified in clause 1 is carried on.
7. Mess-rooms – These shall be provided and maintained for the use of all persons employed in processes specified in clause 1, a suitable mess-room furnished with sufficient tables and chairs or benches.
8. Exemption – Where the Chief Inspector-cum-Facilitator is satisfied that the observance of all or any of the provisions of this schedule are not necessary for safeguarding the health of the persons employed, he/she may by certificate in writing, exempt any such factory from all or any of such provisions subject to such conditions as may be specified in certificate.

APPENDIX –A
(Rule 73)
SCHEDULE OF FEES PRESCRIBED OTHER THAN THE FEES PRESCRIBED IN APPENDIX B

Sl. No.	Description	Fees
1	Recognition of Competent person	Rs. 5000/- for recognition under each provision of the said Rule subject to a minimum fee of Rs. 20000/- for a person and Rs. 100000/- for an institution.
2	Recognition of : Draftsman -A Draftsman -B Draftsman -C	Rs. 15000/- for each application Rs. 10000/- for each application Rs. 5000/- for each application
3	Medical examination by Medical Officer	Rs. 300/- per Medical Examination per worker
4	Approval of plan for construction, modification, extension etc. of factory building including layout of machinery and grant of permit thereof first-time scrutiny	Rs. 250/- per every 10 m2 of plinth area or part thereof subject to a minimum Rs. 5000/- for each application
5	Approval of plan for construction, modification, extension etc. of factory building including layout of machinery and grant of permit thereof second and subsequent scrutinise revision	Rs. 5000/- for each application
6	Approval of plan for additional installation or for rearrangement of layout of machinery which do not involve the approval of building plans	Rs. 2500/- for each application
7	Revalidation of permit issued under Rule 3	Fee originally paid for the last permit
8	Amendment of licence	Rs. 1000/- for each amendment

9	Transfer of licence	a. 25% of licence fee in case of transfer of licence in favour of legal heirs. b. 100% of licence fee for other transfers. c. If the transfer is made without change of ownership, amendment fee is required.
10	Application for Site Appraisal	1% of the total project cost subject to a maximum of Rs. 5,00,000.00 (Five Lakh).

Appendix – B
(Rule 73)

Total power installed:
Maximum number of persons to be employed in any day during the year (Maximum power in kW)
9 20 50 100 200 300 500 1000 2000 2500 3000 Above 3000

1	2	3	4	5	6	7	8	9	10	11	12	13
Nil	335	665	1165	1935	2485	3035	5240	6895	13785	19025	31700	41210
Up to 10	665	1165	1655	2760	3450	4140	6895	13785	19025	31700	41210	50715
Up to 20	1165	1655	1655	3450	4410	5515	13785	19025	31700	41210	50715	63395
Up to 50	1655	1655	2760	4825	8270	11025	19025	31700	41210	50715	63395	82415
Up to 100	1655	2760	3590	9650	13785	15215	31700	41210	50715	63395	82415	95095
Up to 200	3035	4140	7585	13785	16485	20290	36775	46915	58325	71640	90660	103340
Up to 300	4140	5515	11025	15215	20290	25360	43110	54525	67840	82415	100165	114110
Up to 500	6895	13785	19025	31700	36775	43110	50715	63395	79245	95095	110945	126790
Up to 1000	13785	19025	31700	41210	46915	54525	63395	79245	95095	110945	126790	142640
Up to 2000	19025	31700	41210	50715	58325	67840	79245	95095	110945	126790	142640	158490
Up to 5000	31700	41210	50715	63395	71640	82415	95095	110945	126790	142640	158490	174340
Up to 7500	41210	50715	63395	79245	87490	98265	110945	126790	142640	158490	174340	190185
Up to 10000	50715	63395	79245	95095	103340	114110	126790	142640	158490	174340	190185	206035
Up to 15000	63395	79245	95095	110945	119185	129960	142640	158490	174340	190185	206035	221885
Up to 25000	79245	95095	110945	126790	135030	145810	158490	174340	190185	206035	221885	247240
Up to 35000	95095	110945	126790	142640	150880	161660	174340	190185	206035	221885	247240	266255
Up to 50000	110945	126790	142640	174340	178140	183210	190185	228220	247240	266255	285275	304290
Up to 75000	126790	142640	174340	190185	201595	214275	228220	247240	266255	285275	304290	323315
Up to 100000	142640	174340	190185	209205	220615	233290	247240	266255	285275	304290	323315	342330
Up to 500000	174340	190185	247240	266255	285275	290350	296685	304290	323315	361350	380365	405720
Above 500000	228220	247240	266255	285275	304290	309365	315705	323315	361350	380365	405720	443760

1 H.P. = 0.746 KW

APPENDIX - C
(See rule 98)
TABLE – 1

Substance	Permissible limits of exposure weighted average concentration		Short-term Maximum concentration		
Aceticacid	10	25	15	37	
Acrolein	0.1	0.25	0.3	0.8	
Aldrin-sin	--	0.25	--	0.75	
Ammonia	25	18	35	27	
Aniline-skin	2	10	5	20	
Anisidine(O-pisomers)-skin	0.1	0.5	--	--	
Arsenic &Compound (as As)	--	0.2	--	--	
Benzene	10	30	--	--	
Bromine	0.1	0.7	0.3	2	
Butanone (Methlohylketone MEK)	200	590	300	885	
n-Butylacetate	150	710	200	950	
Sec/tert.Butylacetate	200	950	250	1190	
Cadmium -dust and salts (as Cd)	-	0.05	00	0.2	
Calcium Oxide	-	2	--	--	
Carbaryl (Selvin)	-	5	--	10	
Carbofuran (Furadan)	–	0.1	--	--	
Carbondisulfide -skin	20	60	--	--	
Carbon Monoxide	50	55	400	440	
Carbontetrachloride -skin	10	65	20	130	
Carbonylchloride (Phosgene)	0.1	0.4	--	--	
Chlordane -skin	--	0.5	--	2	
Chlorebenzene (Monochlorbenzene)	75	350	--	--	358
Chlorine	1	3	3	9	
bis-Chloromethyether	0.001	--	--	--	
Chromicacid and chromets (as Cr)	--	0.05	--	--	
Chromium Sel. Chromic, Chromoussalts (as Cr)	0.5	--	--	--	
Copperfume	--	0.2	--	0.6	
Cottondust, raw	--	0.2	--	0.6	
Cresol, all isomers-skin	5	22	--	--	
Cyanides (as CN)-skin	--	5	--	--	
Cyanogen	10	20	--	--	
DDT (Dichlorodiphenyl trichloroethane)	--	1	--	3	
Demeton-skin	0.01	0.1	0.03	0.3	
Diazinon-skin	--	0.1	--	0.3	
Dibutyl phthalate	--	5	--	10	
Dichlorves (DDVP)-skin	0.1	1	0.3	3	
Dieldrin-skin	--	0.25	--	0.75	
Dinitrobenzene (all isomers)- skin	0.15	1	0.5	3	
Dinitrotoluene-skin	--	1.5	--	5	
Diphenyl	0.2	1.5	0.6	4	

Endosulfan (Thiodan) – skin	--	0.1	--	0.3	
Endrin-skin	--	0.1	--	0.3	
Ethyl acetate	400	1000	--	--	
Ethyl alcohol	1000	1900	--	--	
Ethyl amine	10	18	--	--	
Flourides (as F)	--	2.5	--	--	
Flourine	1	2	2	4	
Hydrogen Cyanide-skin	10	11	15	16	
Hydrogen Sulfide	10	15	15	27	359
Iron Oxide Fume (Fe2, O2 as Fe)	--	5	--	10	
Isoamyl acetate	100	525	125	655	
Isoamyl alcohol	100	360	125	450	
Isobutyl alcohol	50	150	75	225	
Lead, inorg, fumes and dusts (as pb)	--	0.15	--	0.45	
Lundane-skin	--	0.5	--	1.5	
Malathion-skin	--	10	--	--	
Manganese fume (as Mn)	--	1	--	3	
Mercury (alkyl compounds) skin (as Hg)	0.001	0.01	0.003	0.03	
Methyl alcohol (Methanol)-skin	200	260	250	310	
Methyl cellosolve-skin (2-methoxy ethanol)	25	80	35	120	
Methyl isobutyl Ketone-skin	100	410	125	510	
Napthalene	10	50	15	75	
Nickel carbonyl (as Ni)	0.05	0.35	--	--	
Nitric acid	2	5	4	10	
Nitric Oxide	25	30	35	45	
Nitrobenzene-skin	1	5	2	10	
Oil mist-mineral	--	5	--	10	
Parathion-skin	--	0.1	--	0.3	
Phenel-skin	5	19	10	38	
Phorate (Thimet)-skin	--	0.05	--	0.2	
Phosgene (Carbonyl chloride)	0.1	0.4	--	--	
Phosphine	0.3	0.4	1	1	
Phosphorous (yellow)	--	0.1	--	0.3	
Phosphorouspenta chloride	--	1	--	3	
Phosphoroustrichloride	0.5	3	--	--	360
Picricacid-skin	--	0.1	--	0.3	
Pyridine	5	15	10	30	
Silane (Silicontetrahydride)	0.5	0.7	1	1.5	
Styrene, monomer (phenylethylene)	100	420	125	525	
Sulfurdioxide	5	13	--	--	
Sulfuricacid	--	1	--	--	
Toluene (toluol)-skin	100	375	150	560	
O-Toludine	5	22	10	44	
Trichloroethylene	100	535	150	800	
Vinylchloride	5	10	--	--	
Weldingfumes (Noc)	--	5	--	--	
Xylene (o-m-p-isomers)-skin	100	435	150	655	

TABLE – 2

Substance				Permissible Time - weighted average concentration
1.	Silica			
	(a)	Crystalline		
		(i)	Quartz	
			(1) In terms of dust count	1060 mppcm %Quarts + 10
			(2) In terms of respirable dust	10 mg/m2 % respirable quarts + 2
			(3) In terms of total dust	30 mg/m2 %quartz+ 3
		(ii)	Cristobalite	Health limits given against quartz
		(iii)	Tridymite	Health limits given against quartz
		(iv)	Silica fused	Same limit as for quartz
		(v)	Trippoli	Same limit as in formula in item2 given against quartz 361
	(b)	Amorphous		705mppem
	2 Silicate having less than 1% free silica by weight			
	(a)	Asbetos (fibre longer than 5 microne) 2 fibre per cubic centimeter.		
		(i)	Amosite	0.5 fibre/cubic centimeter
		(ii)	Chrysotile	2 fibre/cubic centimeter
		(iii)	Crocidolite	0.2 fibre /cubic centimeter
		(iv)	Other form	2 fibre /cubic centimeter
	(b)	Mica		705mppem
	(c)	Mineralwoolfibre		10mg/m3
	(d)	Porlite		060mppcm
	(e)	Portlantcement		1060mppcm
	(f)	Soapstone		705 mppcm
	(g)	Talc(monabostiform)		705 mppcm
	(h)	Talc(fibrous)		Samelimitasforasbestos
	(i)	Tromolite		Samelimitasforasbestos
	(j)	Coal Dust		
	(1)	For airborne dust having less than 5% Silicon dioxide by weight - 2 mg/m3		
	(2)	For airborne dust over 5% silicon dioxide - Same limit as prescribed by formula in item (2) against quartz.		

TABLE -3

Substance	Permissible limit of exposure	
	ppm	mg/m3
Aceticanhydride	5	20
O-Dichlorobenzene	50	300
Formaldehyde	2	3
HydrogenChloride	5	7
Manganese and Compounds(asMn)	--	5
Nitrogen dioxide	5	9

FORM-I
(See rule-4)
Application for Registration of Establishments /Amendment of Certificate of Registration

A. Establishment Details.
1. Name of Establishment:
2. Location and Address of the Establishment:
3. Others details of Establishment:
   a) Total Number of employees directly engaged:
   b) Total Number of contract employees engaged:
   c) Total Number of Inter-State Migrant workers employed: (details of employees shall be uploaded in the portal)
4. Type of Establishment .....(Factory/ Beedi /Plantation/ Construction/other Establishment).

(a) For factories:

Details of manufacturing processes	Full postal address with PIN and location of the factory along with plan and approval details	Name and address with phone number and e-mail of the occupier and manager	Maximum number of workers to be employed on any day
(1)	(2)	(3)	(4)

(b) For building and other construction work:

Type of Construction work	Probable Date of commencement of work	Expected period for or probable date of completion of work.	Details of approval of the local authority
1	2	3	4

(c) For Plantations

Name of crops grown	Area in hectare	Taluk and village	Survey no. and sub divisional no.
1	2	3	4

(d) For Motor Transports undertaking

Nature of motor transport service	Total number of motor transport vehicles	Registration number of vehicles	Maximum number of workers to be employed on any day
1	2	3	4

5. Ownership Type & Sector:

6. Activity as per National Industrial Classification:
7. Details of Selected NIC Code:
   Identification of the establishment e-sign/ digital sign of employer/representative:

B. Details of Employer:-

a) Name & Address of Employer / Occupier / Owner/Agent/ Chief Executive/ etc:
b) Designation :
c) Father's/ Husband's Name
d) Email Address, Telephone& Mobile No :

C. Manager/Agent Details:-

a) Full name & Address of Manager/ Agent or person responsible for supervision and control of the Establishment
b) Address of Manager/ Agent:
c) Email Address, Telephone& Mobile No :

D. Contractor Details

Name and Address Contractor	Email address & Mobile no. of Contractor	365 Name of Work/Project	Maximum No. of Contract labourers engaged	Commencement Date/ Probable Completion date of work
1	2	3	4	5

E. Others Details if any :-

Dated:- Signature/E-sign/digital sign of employer
Place;-

FORM-II
(See rule-4(6) Register of Establishment

Sl. No.	**Nature of work**	**Registration No. and Date**	**Name and Address, location of the establishment registered**	**Name, Address and Contact Details and email of Employer**	**Total number of Workers and Total Horse power (if any)**	**Total number of contract Workers**	**Remarks**
1	2	3	4	5	6	7	8

(a) Factories
(b) Building and other Construction work
(c) Contract work
(d) Interstate Migrant Work
(e) Any other work (not covered above).

FORM-III
(See rule- 5)

Notice of Commencement / cessation of operation of Establishment:

1. Registration No:
2. Name and Address of Establishment:-
3. Name & Designation of employer (who has ultimate control over the affairs of the establishment) :-
4. Full address to which communication relating to the establishment to be sent :-
5. Nature of work of the establishment:-

In case of notice of commencement of work:

I/We hereby intimate that the work of establishment having registration No.....….. dated…… has commenced on.....(Date) and is likely to be completed on…..... (Date).

In case of notice of cessation of operation or completion of work:
I/we hereby intimate the completion of work / cessation of operation of the establishment having registration No.……dated.....on ..... (Date) and certify that the payment of all dues to the workers employed in the establishment have been made and the premises are kept free from storage of hazardous chemicals and substances.

* Strike off whichever is not applicable.

Signature of the Employer

To,
The Inspector-cum-Facilitator
..... (office)

FORM-IV
(See rule-6)
Proforma for medical examination to be conducted by a qualified medical practitioner

A. Demographics:

	Question	Answer	Remarks
1.			
2.	Date:		
3.	Name of the Worker:		
4.	Age:		
5.	Permanent Address:		
6.	Gender:		
7.	Total Number of family Members:		
8.	Total monthly family Income:		
9.	Is the employee covered under Employees' State Insurance Scheme? (If yes, provide IP Number). Yes/No		
10.	Is the employee under any other health scheme apart from ESI-Scheme? (If yes, provide the name of the scheme) Yes / No		

B. Occupational History

	Question	Answer	Remarks
1.	Present designation of the employee:		
2.	Work Profile:		
3.	Duration of service in the present work profile:		
4.	Working Hours per shift:		
5.	Night shift per week:		
6.	Night shift per month:		

C. Brief Review of Medical History: Diagnosed previously or currently or currently suffering from:

	Question	Answer (Yes/No)	Remarks
1.	Anemia		
2.	Jaundice		
3.	Asthma		
4.	COPD		
5.	History of any Lung Disease: (If Yes, Please Specify)		
6.	Vertigo/Dizziness Diabetes Mellitus Hyper tension Any type of Cancer (If Yes, Please Specify the type of Cancer)		
7.	Chronic Low Back Pain		
8.	Chronic pain in hand or elbow		
9.	Hernia		
10.	Hydrocele		
11.	Varicose Vein		
12.	Haemorrhoids		
13.	Amputation/fracture/dislocation injury during work (If yes, please specify)		
14.	Dermatitis (If Yes, specify Site)		
15.	Hearing impairment		
16.	Visual impairment		
17.	Any Major illness requiring hospitalization in last 1 year (If Yes, Name of the Disease)		
18.	Occupational injury in last 1 year (if yes specify the location of injury and frequency)		

D. Current Symptoms-Diseases Module

	Question	Answer (Yes/No)	Remarks
1.	Smoking habit		
2.	Chewing Tobacco or		
3.	Pan Masala or Gutkha:		
4.	Alcohol Addiction		
5.	Dermatosis (Irritant Contact Dermatitis/Eczema/ Chloracne/Allergic Contact Dermatitis):		
6.	Mucosal Irritation of eyes/Nose/Throat with response to chemical agent or biological agent:		
7.	Symptoms like Respiratory Difficulty/ Chest Tightness/ Dry Cough at beginning of shift:		

TB:

1. Jaundice or Hepatitis:
2. Low back pain Pain in hand or elbow:
3. Suffering from visual problems suffering from hearing problems

4. Any injury (amputation/ fracture/ dislocation)
5. Any musculoskeletal sprains/ strains

E. Physical Examination

Date of Examination:

	Question	Answer (Yes/No) or as appropriate	Remarks
1.	General skin condition: (If any dermatitis, please mention its location)		
2.	Weight (in Kg):		
3.	Height (in meters)		
4.	Temperature (in o c):		
5.	BP:		
6.	Pulse:		
7.	SpO2:		
8.	Respiratory Rate:		
9.	wherever examination of breast of female-employee conducted.		

F. Investigation Report

- Routine Blood Investigation: Attach the photocopy of the report
- Blood Grouping & Rh Typing and HB Electrophoresis once in a lifetime

	Parameter	Answer (Normal/Increase/Decrease)	Value
1.	Hb%:		
2.	Total WBC Count and Differential Count:		
3.	Platelet Count:		
4.	ESR:		
5.	FBS:		
6.	PPBS:		
7.	HBA1C level		
8.	BUN:		
9.	Creatinine:		
10.	Total Protein		
11.	Albumin		
12.	Globulin		
13.	SGOT		
14.	SGPT		
1.	Bilirubin		
2.	Urine RE		
3.	Urine ME		
4.	Prostate Specific Antigen (PSA)		

G. Standard Chest X Ray (PA) View: attach the photocopy of the report

Date:

	Parameter	Answer (Normal/Abnormal)	Value (if any importance)
Report			
Report:			

H. Spirometry: attach the photocopy of the report (For employees in Mines)

Date:

	Parameter	Answer (Normal/Increase/Decrease)	Value
1.	PEFR:		
2.	FEV1:		
3.	Observed:		
4.	Predicted:		
5.	FVC:		
6.	Observed:		
7.	Predicted:		
8.	FEV1/FVC:		
9.	Final Report: Normal / Obstructive Lung Disease/ Restrictive Lung Disease/ Mixed Lung Diseases		

I. Audiometry (Pure Tone / BERA): attach the photocopy of the report (For Employees in Mines)

Date:

	Parameter	Value/Result/Interpretation Visual inspection of ear for any abnormality like wax in external ear, infection etc.
1.	Right Ear Hearing Threshold:	
2.	Left Ear Hearing Threshold:	
3.	Final Report preferable based on BERA:	
4.	Right Ear:	
5.	Left Ear:	

J. Eye Examination: attach the photocopy of the report

Date:

	Parameter	Value/Result/Interpretation Visual inspection of Eye for any abnormality like corneal opacity/scaring, cataract etc.
a.	Visual Acuity: Right	
b.	Visual Acuity: Left	
1.	Colour Vision	
2.	Field of Vision	
3.	Binocularity	
4.	Lateral Phoria	
5.	Vertical Phoria Stereoscopic Vision and Depth Perception	
6.	Testing	
7.	Fundus (Retina) examination	

K. 12 lead ECG and Echocardiography:

Final Report:

L. MEDICAL FITNESS TESTS FOR PERSONS WORKING AT HEIGHT (as may be applicable):

a. Detailed Medical History and in-Depth General Medical Examination including tests for Vision, Hearing, Musculoskeletal System, Respiratory System, Cardiovascular System etc. as applicable to all employees.

b. Special Examination

i. Cardiovascular Uncontrolled hypertension or ischemic heart disease will be a contra-indication. In the presence of hypertension and abnormal ECG findings, the employee should be referred to a Cardiologist for fitness.

ii. Tests for Labyrinthine functions and for sense of position Eye Examination for Bilateral Nystagmus, Romberg sign. The presence of bilateral nystagmus and a positive Romberg sign will be an absolute contraindication.

iii. Neurological examination Evaluate seizure disorders: CT Scan of Brain and E.E.G if indicated d) Assessment of Diabetic Control Status: (in case of employees suffering from Diabetes Mellitus)

e) Assessment of Phobia (Acrophobia) and any other Mental Health Disorder like Anxiety or Depression

f) Evaluation for Vertigo and Dizziness

For use of Industrial Safety Section:

a) Walking freely over a horizontal bar at 1 ft. height: PASS / FAIL
b) Wearing a safety belt and tying the rope knot: PASS/ FAIL
c) Walking over a horizontal structure at 9 ft. height wearing a belt: PASS/ FAIL
d) General physique (O.K./NOT O.K): PASS/ FAIL

M. Any other information/examination/biological investigation/test as mutually agreed by the employer and qualified medical practitioner

FORM-V
(See rule 6 (2) & 42(3) (g))
Health Register

1. Serial Number in the Register of Adult Worker:
2. Name of Worker:
3. Sex :
4. Date of Birth :

Department	Works Name of Haqzardous process	Dangerous process/ operation	Nature of job or occupation	Raw materials produce or by products likely	Date of posting	Date of leaving/ transfer to the work	Reasons for discharge / leaving transfer	Date	Signs and symptoms observed	Nature of test and results	Fit/ Unfit	Period of temporary withdrawal from the work	Reasons for such withdrawal	Date of declaring him unfit	Date of issuing fitness certificate	Signature with date of the factory Medical Officer/ the certifying surgent
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

Notes: 1. Separate page should be maintained for each worker.
2. Fresh entry should be made for each examination

FORM - VI
[See rule 6]
Certificate of fitness for employment in hazardous process and Operations
(To be issued by Factory Medical Officer)

1. Serial No. register of adult workers :
2. Name of the person examined :
3. Father's Name :
4. Sex:
5. Residence :
6. Date of birth, If available :
7. Name and address of the factory :
8. The workers is employed or proposed to be employed:
   a) Hazardous:
   b) Dangerous operation:

Certify that I have personally examined the above named person whose identification marks are …… And who is desirous of being employed in above mentioned process/operation and that his/her age, as nearly as can be as certained from my examination is ..... Years.

In my opinion he/she is fit for the said manufacturing process/operation.

In my opinion he/she is fit for employed in the manufacturing process/operation for the reasons ……

He/she is referred for further examination to the Medical Officer. The serial number of the previous certificate is ……

Signature or left thumb impression of the person examined.

Signature of the Factory Medical Officer

Stamp of factory medical officer with name of the factory

I certify that I examined the person mentioned above on (date of examination I extent this certificate will (if certificate is not extended, the period for which the workers is considered is unfit for work to be mentioned Signs and symptoms observed during examination Signature of the factory medical officer with date

Notes: 1. If declared unfit, reference should be made immediately to the Medical Officer.
2. Medical Officer should communicate his finding to the occupier within 30 days of receipt of this reference.

FORM-VII
(See rule 7)
For Appointment Letter

1. Name of the Establishment;……
2. Name of the Employe and Father/Mother's Name…….
3. Date of birth…….
4. Permanent Address of the employee……
5. Post for which appointment is made ……
6. Nature of Work……
   (hazardous/Nonhazardous/Clerical/Supervisory/Managerial)
7. Details of wages and perks……
8. Nature of Appointment ..... (permanent/temporary/Contract)
9. Period of Appointment ……
10. Employee distinct no. or code…….
11. Category of skill……
12. Aadhar no……..

Signature

Name and Designation of
Appointing Officer

FORM-VIII
(See rule-8)
NOTICE OF ACCIDENT OR DANGEROUS OCCURRENCE

1. Nature of industry and LIN of the establishment :
2. Employer's ESI Code :
3. Name of employer :
4. E.S.I.C. Insurance number of the injured person :
5. Address of work premise where the accident or dangerous occurrence took place :
6. Branch or department and exact place where the accident or dangerous occurrence took place :
7. Name and address of the injured person :
   a) Sex :
   b) Age (at the last birthday) :
   c) Occupation of the injured person :
8. Local E.S.I.C. Office to which the injured person is attached :
9. Date, shift and time of accident or dangerous occurrence :
10. a) Hour at which the injured person started work on the day of accident or dangerous occurrence:
    b) whether wages in full or part are payable to him for the day of the accident or dangerous occurrence:
11. a) Cause or nature of accident or dangerous occurrence :
    b) If caused by machinery-
       (i) Give the name of machine and the part causing the accident or dangerous occurrence:
       (ii) state whether it was moved by mechanical power at the time of accident or dangerous occurrence:
    c) State exactly what the injured person was doing at the time of accident or dangerous occurrence:

d) In your opinion, was the injured person at the time of accident or dangerous occurrence -
   (i) acting in contravention of provisions of any law applicable to him; or
   (ii) acting in contravention of any orders given by or on behalf of his employer; or
   (iii) acting without instructions from his employer?
e) In case reply to (d) (i), (ii) or (iii)is in the affirmative , state whether the act was done for the purpose of and in connection with the employer's trade or business. :

12. In case the accident or dangerous occurrence took place while travelling in the employer's transport, state whether -
   a) the injured person was travelling as a passenger to or from his place of works; :
   b) the injured person was travelling with the express or implied permission of his employer; :
   c) the transport is being operated by or on behalf of the employer or some other person by whom it is provided in pursuance of arrangements made with the employer; and :
   d) the vehicle is being/not being operated in the ordinary course of public transport service.
13. In case the accident or dangerous occurrence took place while meeting emergency, state-
   a) its nature ; and
   b) whether the injured person at the time of accident or dangerous occurrence was employed for the purpose of his employer's trade or business in or about the premises at which the accident or dangerous occurrence took place. :
14. Describe briefly how the accident or dangerous occurrence took place :
   1. Names and addresses of
   witnesses : (1)
   (2)
2. a) Nature and extent of injury(e.g. fatal, loss of finger, fracture of leg, scald, scratch followed by sepsis, etc.) :
   b) Location of injury (e.g. right leg, left hand, left eye, etc.)
3. a) If the accident or dangerous occurrence was not fatal, state whether the injured person was disabled for more than 48 hours :
   b) date and hour of return of work :
4. a) Physician, dispensary or hospital from whom or which the injured person received or is receiving treatment :
   a) Name of dispensary/panel doctor elected by the injured person :
5. a) Has the injured person died ? :
   b) If so, date of death:

I certify that to the best of my knowledge and belief the above particulars are correct in every respect.

Signature, Name, Designation of Employer or the authorized person

Date of dispatch of report :

Place:

FORM-IX
(See rule-9)
NOTICE OF OCCURRENCE OF DISEASE

Name of establishment:
Registration number of establishment:
Nature of establishment:
Details of Patient:
Name of Patient:
Mobile Number & Email address, if any:
Works number of Patient:
Address of Patient:
Precise occupation of patient:
Nature of disease from which patient is suffering:
Date of Detection of Disease:
Details of Medical Practitioner:
Has the case been reported to the Medical Officer:

Signature of employer or Medical Practitioner
Date:

FORM-X(a)
(See rule 10 & 11)
Application by employee to Employer

To,

The Employer/Safety Officer
(Name of establishment)

(Address of establishment)

Subject: Intimation of unsafe/unhealthy situation Sir [Detail of unsafe/unhealthy situation and proposed suggestions] Name of Employee Designation

FORM-X (b)
(See rule 11)
Action taken report in regard unsafe/unhealthy situation

It is brought to your knowledge that an unsafe/unhealthy situation [details] was brought into notice by (Name and designation of employee). The remedial action report is submitted as below;

(Details of remedial action)

Employer

FORM-XI
[See rule-31]
NOTICE OF PERIODS OF WORK

Name of the Establishment ……
Place ……..……
District ……
Period of work Group, Relay:
Men
Total No. of men employed:
Women
Total No. of women employed :
Description of Groups Nature of Work:
Remarks:

On working days : From …….. To ……..

On partial working days : From ……. To …….....……..

Date on which this notice is first exhibited :
Signature of manager or agent :
Date :

FORM-XII
[See rules-32(1)(a)]
REGISTER OF WAGES AND DEDUCTION

Name of the Establishment:
Name of the Employer:
Name of the Owner:
PAN/TAN of the Employer:
Labour Identification Number (LIN):

Employee code	Employee name	Name of father/ husband	Sex	Date of Birth	Address	Photo	Identification Mark	Designation	Designation code/ grade as in	Skill Cate gory (HS/ S/SS/US)	EP FNo	ESI No	Elect ion IDNo	Aadhar No
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Mobile Number	E-mail ID	Date of joining	Educational Qualification	Date of Exit	Reason for Exit	Bank Name	IFSCode	Bank Account Number	Days of attendancee	Loss of pay days	Weekly off granted	Leave granted	Basic	DA
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
HRA/CCA	Other Allowances	Gross Monthly Wages	Overtime wages	Leave wages	National & Festival Holiday	Arrear pay	Bonus if any	Maternity Benefit	Total Amount	Employees Provident Fund	Employees State Insurance	Advance	Welfare Fund	Tax Deducted at Sour
31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
Deduction of Fine, if any.	Deduction for Loss & Damages	Professional Tax or Other	Deduction Loan RePayment	Loan Recovery	Total Deductions, if any	Net wages paid	Date of payment	Remarks	Signature of Employee					
46	47	48	49	50	51	52	53	54	55					

FORM-XIII
(See rule-32(1)(b))
REGISTER OF ACCIDENTS AND DANGEROUS OCCURRENCES

Name of establishment:----------
LIN:----------

Date of Accident or dangerous occurrence	Date of report to Inspector cum - Facilitator	Nature of accident or dangerous occurrence	Name of Injured person (if any)	Date of return of injured Person to work	Number of days The injured Person was absent from work
1	2	3	4	5	6

FORM-XIV
(See rule-32(1)(c))
REGISTER FOR LEAVE WITH WAGES

Part I – Adult
Part II - Adolescents Establishment:
Name of worker :
Department :
Father's Name:

Sl. No	In the register of workers	Date of entry in to service	Interruptions					Leave with effect from	Whether leave not desired during the next 12 month	Date from which the worker is allowed leave	Wages for leave paid in	Discharge worker		Remarks
			Sickness and accidents	Authorized Leave	Lockout or Legal Strike	Involuntary unemployment	Other					Date of discharge	Date &amount of payments made in lieu of the leave due	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

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

FORM-XV
(See rule-32(1)(d))
REGISTER FOR LEAVE WITH WAGES

Name and Address of Establishment:

Sl. No.	Name	Father's Name	Date of Joining	Number and date of fitness certificate	Date of leaving the employment	Remarks

FORM-XVI
(See rule-32(1)(e))

MUSTER ROLL

Name and Address of Establishment:
Place:

Sl. No.	Name	Father's/Husbands Name	Sex	Date of Entry in	Designation/ Category	Remarks

FORM - XVII
[See rule 32(2)]

WAGE SLIP

1. Name of establishment…….
2. Address…..……..…..
3. Period……..
4. Name of Employee :
5. Father's/ Husbands Name:
6. Designation/ category:
7. Date of entry in to service:
8. UAN:
9. Bank Account No.:
10. Wage Period :
11. Rate of wages payable:
    a. Basic:
    b. D. A :
    c. Another allowances:
12. Total attendance/unit of work done:
13. Overtime wages:
14. Gross wages payable:
15. Total deductions:
    a. PF :
    b. ESI:
    c. other:
16. Net wages paid with date :

Employer / Pay-in-charge

Signature

FORM - XVIII
(See rule 32 (2)
ATTENDANCE CARD

Name of factory .....
Serial No. .....
Department ..... .
Name of work .....
Father's or Mother's name .....
Permanent address .....
Local address .....
Date of commencement of Employment Signature or thumb impression of worker
*Date of termination of employment
*Note: - To be entered only when employment is terminated.

ENTRIES ON THE REVERSE SIDE

Month of ……. 20…….

1	2	3	4	5	6	7	8
9	10	11	12	13	14	15	16
17	18	19	20	21	22	23	24
25	26	27	28	29	30	31	

……
(Signature of initials of the
Manger or Time Keeper)

FORM- XIX
(See rule-34)

ANNUAL RETURN
UNIFIED ANNUAL RETURN FORM FOR THE YEAR ENDING……..

Single Integrated Return to be filed On-line under the Occupational Safety, Health and Working Conditions Code, 2020, the Code on Industrial Relations, 2020, the Code on Social Security , 2020, and the Code on Wages, 2019

Instructions to fill up the Annual Return

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

Applicable to All Establishments -

Part-I

A. General Information:

Sl. No.			Instructions for filling the column
	Labour Identification		EPFO, ESIC, MCA, MoLE (LIN)
	Period of the Return	From – To-	Period should be calendar year
	Name of Establishment		
	EmailId		
	Telephone No.		
	Mobile No.		
	Premise name		
	Sub- locality		
	District		
	State		
	Pin		
	Geo Co-ordinates		
B(a)	Hours of Work in a day		
B(b)	Number of Shifts		

A. Details of Manpower Deployed.

Details	Directly employed				Employed through Contractor			
Maximum No. of employees employed in the establishment in any day during the year	Male	Female	Transgender	Total	Male	Female	Transgender	Total
Average No. of employees employed in the establishment during the year	Male	Female	Transgender	Total	Male	Female	Transgender	Total
Migrant Worker out of above	Male	Female	Transgender	Total	Male	Female	Transgender	Total
Number of fixed term employee engaged	Male	Female	Transgender	Total	Male	Female	Transgender	Total

D. Details of contractors engaged in the Establishment:

Sl. No	Name with LIN of the contractor	No. of Contract Labour Engaged

B. Details of various Health and Welfare Amenities provided.

Sl. No	Nature of various welfare amenities provided	Statutory (specify the statute)	Instructions for filling
1	Whether facility of Canteen provided (as per section 24 (v) of OSH Code, 2020)	Tick yes or no in the Box	Applicable to all establishments where in hundred or more worker including contract labour were ordinarily employed
2	Creche (as per section 67 of Code on Social Security Code, 2020 and Section 24 of the OSH Code 2020)	Tick yes or no in the Box	Applicable to all establishments where fifty or more workers are employed
3	Ambulance Room (as per section 24(2)(i) of OSH Code, 2020)	Tick yes or no in the Box	Applicable to mine, building and other construction work wherein more than five hundred workers are ordinarily employed
4	Safety Committee (as per Section 22(1) of OSH Code, 2020	Tick yes or no in the Box	Applicable to establishments and factories employing 500 workers or more, factory carrying on hazardous process and BOCW employing 250 workers or more, and mines employing 100 or more workers
5	Safety Officer (as per section 22(2) of OSH Code, 2020)	No. of safety officers Appointed	In case of mine 100 or more workers and in case of BOCW 250 or more workers are ordinarily employed.
6	Qualified Medical Practitioner (as per Section 12 (2) of OSH Code 2020.	No. of Qualified Medical Practitioner appointed	There is no specification for minimum number of Qualified Medical Practitioner employed in establishment. However, this detail is required to have data on occupational health.

C. The Industrial Relations:

1	Is the Works Committee has been functioning. (section 3 of IR Code, 2020) (a) Date of its constitution	Yes/No
2	Whether the Grievance Redressal Committee constituted (section 4 of IR Code, 2020)	Yes/No
3	Number of Unions in the establishments	Yes/No
4	Whether any negotiation union exist (Section 14 of IR Code, 2020)	Yes/No
5	Whether any negotiating council is constituted (Section 14 of IR Code, 2020)	Yes/No
6	Number of workers discharged, dismissed, retrenched or whose services were terminated during the year:	Yes/No

Discharged	Dismissed	Retrenched	Terminated or Removed	Grand Total
7. Man-days lost during the year on account of				
Sl. No.	Reasons	Period/Date	No. of man days lost	Loss in term of money
(a)	Strike			
(b)	Lockout			

8. Details of retrenchment /lay off				
Sl. No.	No. of persons retrenched during the period	Details of payment paid to retrenched employees	No. of workers laid off during the period	No. of man-days lost due to lay-off

D. Details pertaining to maternity benefit:			
No. of female employees	No. of female employees availed maternity leave	No. of female employees paid medical bonus	No. of deduction of wages, if any made from female employees

E. Details of payment of bonus:			
Sl. No.	No. of employees covered under the Bonus provision.	Total amount of bonus actually paid	Date on which the Bonus paid

F. Details of accidents, dangerous occurrence and notifiable diseases:			
Sl. No.	Total number of accidents by which a person injured is prevented from working for a period of 48 hours or more as per Section 10 of the OSH Code, 2020.	Total number of fatal accidents and names of the deceased as per Section 10 of the OSH Code, 2020.	Total number of Dangerous Occurrences as defined under Section 11 of the OSH Code, 2020

G. Man-days and Production Lost due to accidents / dangerous occurrence:			
Sl. No.	Accident/Dangerous Occurrence.	Man days lost	Production Lost

FORM –XX
[Rule-37(6)]
PROHIBITION ORDER AND IMPROVEMENT NOTICE

PART I
PROHIBITION ORDER

Notice of Inspector-cum-facilitator on Inspection of Establishment regarding non compliance of provisions of safety, health and working condition under the Code and Rule.

Name of the establishment	Where situated lying / used/location	Registration no. of the establishment	LIN No. of the establishment
1	2	3	4

An inspection of the above named establishment, lifting appliances, loose gears, lifting devices, transport equipment, ladders and staging was made on .

The activities connected with establishments which are being carried on by you/about to be carried on by you/under your control involve a risk or danger to the life safety and health of employee and involve the following contraventions:

Therefore, I hereby direct that the said activities shall not be carried on by you or under your control unless the said contraventions and matters mentioned have been remedied to the satisfaction of me. This order is being issued without prejudice or any legal action which may be taken for these contraventions.

On hearing from you that the requirements have been complied with the establishment, lifting appliance, loose gear or similar gear/transport equipment/ladders/staging/scaffold/.....shall again be visited with a view to the inspection being completed.

Dated at this day of 20

Inspector-cum-Facilitator
under the Occupational Safety,
Health and Working Conditions Code, 2020.

REQUIREMENTS

On compliance with all or any of the above contraventions, the Inspector-cum-Facilitator shall be informed in the manner prescribed overleaf, of the date and place at which the establishment, lifting appliance, loose gears or similar gear transport equipment, ladders and staging, scaffold,. ..... can be re-inspected.

COMPLIANCE STATEMENT

Sir,
The contraventions notified by you have been effectively attended to. The establishment, lifting appliance, loose gears or similar gear, transport equipment, ladders and staging, scaffold shall be ready for inspection on the date and place named below:

Date of Inspection

Dated at_____this day of_____20_____

To
The Inspector-cum-Facilitator under the Occupational Safety, Health and Working Conditions Code, 2020

PART - II
IMPROVEMENT NOTICE

Inspector-cum-Facilitator's notice to the Employer, Owner, Master, Manager, Officer-in-Charge or Agents, Owner of lifting appliances, loose gears lifting devices, scaffold or the person, who, by himself, his agents or his employers, carries on the establishment, as the case may be.....
Name of the establishment, lifting :
Where situated/lying used/location:
Registration No of the LIN:
No. of appliances, loose gear, lifting device,
transport, equipment, ladders and stagings,
scaffold; establishment :

An inspection of the above-named establishment, dock, ship, lifting appliances, loose gears, lifting devices, transport equipment, ladders and stagings, scaffold was made on .....

The following contraventions were observed. You are required to remedy the said contraventions and send the compliance report in writing within ..... days.

CONTRAVENTIONS

This notice is being issued without prejudice to any legal action which may be taken for these contraventions on hearing from you that the requirements have been complied with the establishment, lifting appliance/ loose gear or similar other gear/transport equipment/ladders/ staging, scaffold will again be visited with a view to the inspection being completed.

_____Dated _____this _____day of_____20_____ Inspector-cum-Facilitator under the Occupational Safety, Health and Working Conditions Code, 2020

REQUIREMENTS.

On compliance with all or any of the requirements, the Inspector-cum-Facilitator should be informed in the manner prescribed overleaf of the date and place at which the establishment, lifting appliance, loose gear, transport equipment, ladders and staging, scaffold can be re-inspected.

COMPLIANCE STATEMENT

Sir,

The requirements noted by you have been effectively fulfilled. The establishment, lifting appliance, loose gear, lifting devices, transport equipment, ladders and staging, scaffold will be ready for inspection on the date and place named below:

Date of Inspection

Dated at _____ this day of _____ 20 _____

To

The Inspector-cum-Facilitator under the Occupation Safety, Health and Working Conditions Code, 2020.

FORM -XXI
{See rule 42 (3)(b) & 43}
Certificate of fitness for Adolescent

Space for passport size
Photograph of the young
Person examined.

1. Serial No. register of adult workers :
2. Name of the person examined :
3. Father's Name :
4. Sex :
5. Residence :
6. Date of birth, If available :
7. Referred by :
   a Name and address of the factory :
   b Name of Manager :
   c. Manufacturing process in which young Person is proposed to be employed :

I certify that I have personally examined the named person whose identification marks are and who is desirous of being employed in the above mentioned manufacturing process, and that his/her age, as nearly as can be ascertained from my examination is ---------- years, and that he/ she is * fit/unfit for employment in the said manufacturing process an *adult/ child.

Physical disability, if any……
Reasons for refusal/revocation of certificate:

Signature or left hand thumb impression
of the person examined
Signature of Certifying Surgeon Name
(in block letters)
Date:

Notes:-
a) To be issued by the Medical Officer and a copy to be retained for 2 years.
b) As per the proviso to sub-section (2) of Section 69, the Medical Officer issuing this certificate should have personal knowledge of the place where the young person proposes to work and of the manufacturing process in which he will be employed.
c) As per Section 69 (3) of the Act this certificate is valid for one year from the date of issue.
d) In case of physical disability the exact details should be clearly stated.
e) Please delete what is not applicable.
f) Young person mean a child (who has completed 14 years and not completed 15 years) or and adolescent (who has completed 15 years and not completed 18 years of age).

Information to be furnished by Occupier of Hazardous process Industry to the Chief Inspector-cum-Facilitator

1. Name of Factory ……
2. Address ……
3. No of workers ……
4. No of workers in hazardous process ……
5. Product ……
6. Manufacturing process ……
7. Hazardous processes involved ……
8. Details of Chemicals involved ……

	Name of Chemical	Maximum Storage Capacity
1	Raw Materials	
	A	
	B	
	C	
	Etc	
2	Intermediate Products	
	A	
	B	
	C	
	Etc	
3	Finished Product	
	A	
	B	
	C	
	Etc.	
9	Hazards associated with the Factory …… …	
10	Fire & Explosion risk …… …	
11	Safety Measures …… …	
12	Details of hazardous waste generation & disposal …… …	

Signature of Occupier

FORM-XXII
(See rules 47, 64, 66, 152)
APPLICATION FOR LICENCE

Acknowledgement Number : ---------- ---------- Date:…….

Online Application for Licence/ Renewal of Licence/Amendment of Licence (Including common licence)

I. ESTABLISHMENT PROFILE:
1. Name of Establishment:
2. Labour Identification Number & Date:

3. Address of establishment
   a) Head Office address along with Telephone Number & email Id:
   b) Corporate office address along with Telephone Number & email Id:
4. Full Name and Address of the applicant:
5. Full Name and Residential Address of the person who shall be the employer for the purpose of the Act:
6. If the employer is a partnership, company etc.,
   Full Name and Residential Address of the Partners or Directors etc.,:
7. Activity as per National Industrial Classification: (Select all applicable activities given)
8. Details of selected NIC Code:
9. Nature of work carried on in the main establishment:
10. Identifier of the Establishment :
    (Select) :

    designation/digital signature

II. Particulars required for Beedi & Cigar Licence

Financial resource of the employer (value of movable and immovable properties etc.,)	Whether the employer is a trademark holder registered under the Trade and Merchandise Marks Act, 1968	Value of Beedi or cigars or both manufactured at the industrial premises during the presiding financial year	Source of obtaining tobacco	Whether beedi or cigars or both manufactured by the applicant will be sold and marketed by himself or through a proprietor or a registered user of trade mark or any other person
1	2	3	4	5

III. Details of Employer:

1. Full Name of Employer: ……
   relationship with establishment.)
2. Full Address of Employer:
3. Email Id of employer:
4. Mobile No. of employer:

IV. Particulars of the Contract labourers to be employed / is employed
(If licence is required work-wise)

Locations of work sites	Name of works	Activity as per national industrial classification	Date of commencement	Approximate Date of completion	Name of Establishments in which contract labourers is/proposed to be employed
1	2	3	4	5	6

1. Maximum number of workmen proposed to be employed on the Establishment on any date:
2. Amount of Licence Fee: INR (Transaction Id :)
3. Amount of Security Deposit: INR (Transaction Id :)

V. DETAILS OF ESTABLISHMENTS FOR WHICH SINGLE LICENCE IS REQUIRED

Name of State in which the establishments are situated	Name of Each work	Maximum number of labourers to be/is employed	Date of commencement	Permanent establishment or probable date of completion	Permanent establishment or probable date of completion	Registration number, if obtained, then details there of

Signature of Contractor
(Sign/DSC)
Note: This is an online application.

APPLICATION FOR RENEWAL OF LICENCE

1. Licence No. Date:
2. LIN & PAN
3. Name and address of the establishment:
4. Date of expiry of previous licence:
5. Whether the licence of the employer/contractor was suspended or revoked:
6. Details of Fees paid: (Enclose e-payment receipt): Amount ..... date of payment :
7. E-sign /digital sign of the employer/contractor date:

APPLICATION FOR AMENDMENT OF LICENCE :

1. Licence No Date:
2. LIN & PAN
3. Name and address of the establishment:
4. Purpose and details for which amendment is sought:
   (a) Maximum number of workers presently employed: (If there is increase in the maximum number of workers to be employed, then additional fees/security deposit as per law needs to be deposited:
   (b) Details of fees paid through e payment date on which made:
   (c) Other details requiring amendment in the licence issued (Necessary documents may be uploaded in support of change required)

E-sign /digital sign of the employer/contractor date of application.

FORM-XXIII
(See rule-47, 66)
CERTIFICATE OF LICENCE

Licence No. .....
Reg. No. .....
Date of Reg. .....
Licence is hereby granted to …...……..for the premises known as …....……situated at……. for use as a establishment within the limits stated herein after, subject to provisions of the Occupational Safety, Health and Working Conditions Code, 2020, and the rules made there under.

---------- 20.(date). Issuing Authority

Sl. No.	Period of issue	Valid for maximum no of Contract labourers/ workers on any one day	Fee	Date of Payment	Excess fee for late payment	Date of payment	Name of trade mark under which beedi/cigar is manufactured	Full Name and address of the registered user of the trade mark/ or any other per-son by whom the beedi/cigar mar-keted	Signature of the Issuing authority.
1	2	3	4	5	6	7	8	9	10

AMENDMENTS:

Year when Amended	Employer Name or Address of the establishment	Maximum number of Contract labourers / workers on any one day	Date of payment of amendment fee	Date of Payment	Signature of the Issuing Authority

Date Signature of Licencing Authority

FORM-XXIV
(Under Rule-50)
APPLICATION FOR REFUND OF SECURITY DEPOSIT.

We ..... (Name and Address of the Contractor) for which Licence No.....Dated …....…… has been issued to us by the Licencing Authority at……

All the statutory benefits to the employees has been paid and no complaints or dispute is pending before any authority with this regard. There is no order directing the forfeiture of full or any portion of the security deposit. We request that security amount deposited by us for obtaining the licence may kindly refunded to us at the earliest. The bank details is submitted below:

Name of the Bank	Address of the Bank	Account Number	IFSC Code

Place :
Date :
Signature of the Contractor

FORM-XXV
(See Rule-57)
EXPERIENCE CERTIFICATE OF CONTRACT EMPLOYEE

To whom so ever concerned

1. Name and Address with phone number and email id of the employee:
2. UAN/Aadhaar No:
3. Serial Number in the Employee Register :
4. Registration number, date and name of the Board if the worker is registered as a beneficiary:
5. Designation:
6. Period of Employment:
7. Nature and location of work:
8. Skill category of the employee:
9. Name and Address with email id and LIN of contractor/employer:
10. Name and Address with email id and LIN of principal Employer:

Seal and Signature of Contractor

*Please strike off whichever is not applicable.

FORM-XXVI
(See Rule-62(1))
Agreement between Producer and Audio-visual worker

This agreement is made on this day ..... month .....year ..... between M/s..... having office at ..... (hereinafter referred to as the -Producer) on the first part and Shri/Smt/Kum. ..... son/daughter/wife of Shri. .....residing at (here in after referred to as the -audio-visual worker) on the second part. The terms 'Producer' and 'audio-visual worker' shall include their heirs, successors, administrators and legal representatives:

Now, therefore this agreement is made as follows:

1. That both the parties agree that the duration of this agreement shall be from the date hereof till the completion of the audio-visual and this period shall not exceed consecutive months.
2. That the audio-visual worker agrees to attend studio, location or work place, as the case may be, subject to the requirement of his previous engagement and on his confirmation, to his respective job punctually as and when he shall be required by a written intimation by the Producer or the person duly authorised by him in writing.

3. That inconsideration of the audio-visual worker services, as aforesaid, the Producer agrees to pay and the audiovisual worker agrees to receive a sum of Rs. ..... (Rupees .....)
payable as advance on signing of this agreement and the balance of Rs..... payable in ……...…….. equal installments.
4. That in the event of the audio-visual production being not complete within the stipulated period and the Producer still needing the services of the audio-visual worker to complete the audio-visual production, the producer agrees to pay and the audio-visual worker agrees to receive additional remuneration on pro-rata basis, payable in the same manner as stated in Clause 3 above, till the completion of the production.
5. That in case the assignment of the audio-visual worker is completed earlier than the period stipulated in Clauses 1 and 4 above, the producer shall settle the account of the audio-visual worker and pay the remaining balance of the agreement amount in full before the commencement of re- recording work/ censor of the production, whichever is earlier.
6. That the audio-visual worker shall, if so required, (a) attend the studios, location or work-place, as the case may be, earlier than the a scheduled time of the shift, for preparatory work, and in that case, he/she shall be paid by the Producer extra wages at the rate of Rs per hour or part thereof for such early attendance. (b) continue to work beyond the working day, with one hour break and in that case, he/she shall be paid by the Producer extra wages at the rate of Rs..... for the work during the extended hours and refreshments, and transport facilities.
7. That the Producer shall provide transport and food or pay traveling allowances to and fro to report to duty and food allowance while on duty as are customary or fixed by bilateral arrangements between the Producer‘s and audio-visual worker‘s representative organizations.
8. That the Producer shall also pay for all travelling and accommodation expenses, fares, cost of food and such other allowances as are customary when the audio-visual worker is required to work on location outdoors.
9. That the Producer shall get the audio-visual worker insured for any injury or damage to his/her person including death caused by accident arising out of or in the course of his/her employment and/or during the period of his/her assignment under this agreement.
10. That where the Producer is prevented from proceeding with the production of the audio-visual by reason of fire, riot, natural calamity, order of the public authority or any other reason beyond his control:-
    (a) he shall be entitled to suspend the operation of this agreement during the period of suspension of production in case the production is suspended. The producer shall serve notice in writing of such suspension on the audio-visual worker and shall pay all his/her dues up to the date of service of such notice. Upon resumption of work on the film, this agreement shall revive and shall remain valid for the period stipulated in Clause I excluding the period of suspension there from ; or
    (b) he shall be entitled to terminate this agreement as from the cessation of production, in case the production ceases completely. The producer shall serve a notice in writing of such cessation on the audio-visual worker and make payment of all the amount due to the audio-visual worker at the time of termination.
11. That in case if the Producer desires to terminate this agreement before the expiry of its term for reasons other than misconduct in relation to performance of the audio-visual worker‘s duties or of his/her unwillingness to perform the services required under this agreement, the producer shall be entitled to do so only upon payment of the balance of the stipulated amount of the agreement. Only after such payment to the audio-visual worker, the Producer shall be titled to employ another audio- visual worker in his/her place.
12. That the Producer shall have the right to terminate this agreement on ground of misconduct on the part of the audio-visual worker in relation to performance of his/her duties or his/her unwillingness

to perform the service required under the agreement, upon payment to the audio-visual worker of the amount due at the time of termination, calculated taking into consideration the audio-visual worker‘s total work in the audio-visual and the work he/she has completed till the date of termination of this agreement. Termination under this clause shall not be made unless the charges of the Producer against the audio-visual worker are proved before a forum comprising equal number of representatives of the Producers‘ Organisation and the audio-visual worker‘s Organisation to which the Producer and the audio-visual worker respectively may belong. The decision of the forum shall be binding on both the parties. The producer can engage another audio-visual worker for the job towards this agreement only after the forum has given a decision in favour of such termination and the audio-visual worker has been paid all his dues.

13. That in case of premature termination of this agreement, it shall be the option of the Producer whether or not to retain the work of the audio-visual worker in the audio-visual and at the same time, it shall be option of the audiovisual worker whether or not to allow his/her name to go on the credit titles of the film.
14. That the Producer shall have the right to decide the manner of representing the audio-visual worker‘s personality on the screen, his/her clothes, make-up and hair-style and the audio-visual worker shall fully and willingly comply with the direction of the Producer in this regard, provided that the requirements of the Producer in this respect have been notified to the audio-visual worker and accepted by him/her.
15. That the audio-visual worker agrees that he/she shall render his/her services to the best of his/her ability in such manner as the Producer or, at his instance, the Director of the audio-visual may direct and shall comply with all reasonable instructions that he may give for the production of the film. That the Producer shall also pay for all traveling and accommodation expenses, fares, cost of food and such other allowances as are customary when the audio-visual worker is required to work on location outdoors.
16. That the Producer shall get the audio-visual worker insured for any injury or damage to his/her person including death caused by accident arising out of or in the course of his/her employment and/or during the period of his/her assignment under this agreement.
17. That where the Producer is prevented from proceeding with the production of the audio-visual by reason of fire, riot, natural calamity, order of the public authority or any other reason beyond his control:-
    (a) he shall be entitled to suspend the operation of this agreement during the period of suspension of production in case the production is suspended. The producer shall serve notice in writing of such suspension on the audio visual worker and shall pay all his/her dues up to the date of service of such notice. Upon resumption of work on the film, this agreement shall revive and shall remain valid for the period stipulated in Clause I excluding the period of suspension there from ; or
    (b) he shall be entitled to terminate this agreement as form the cessation of production, in case the production ceases completely. The producer shall serve a notice in writing of such cessation on the audio-visual worker and make payment of all the amount due to the audio- visual worker at the time of termination.
18. That in case if the Producer desires to terminate this agreement before the expiry of its term for reasons other than misconduct in relation to performance of the audio-visual worker‘s duties or of his/her unwillingness to perform the services required under this agreement the producer shall be entitled to do so only upon payment of the balance of the stipulated amount of the agreement. Only after such payment to the audio-visual worker, the Producer shall been titled to employ another audio- visual worker in his/her place.
19. That the Producer shall have the right to terminate this agreement on ground of misconduct on the part of the audio-visual worker in relation to performance of his/her duties or his/her unwillingness to perform the service required under the agreement, upon payment to the audio-visual worker of the amount due at the time of termination, calculated taking into consideration the audio-visual worker‘s total work in the audio-visual and the work he/she has completed till the date of termination of this

agreement. Termination under this clause shall not be made unless the charges of the Producer against the audio-visual worker are provide before a forum comprising equal number of representatives of the Producers' Organisation and the audio-visual worker's Organisation to which the Producer and the audio-visual worker respectively may belong. The decision of the forum shall be binding on both the parties. The producer can engage another audio-visual worker for the job towards this agreement only after the forum has given a decision in favor of such termination and the audio-visual worker has been paid all his dues.

20. That in case of premature termination of this agreement, it shall be the option of the Producer whether or not to retain the work of the audio-visual worker in the audio-visual and at the same time, it shall be option of the audiovisual workers whether or not to allow his/her name to go on the credit titles of the film.
21. That the Producer shall have the right to decide the manner of representing the audio-visual worker's personality on the screen, his/her clothes, make-up and hair-style and the audio-visual worker shall fully and willingly comply with the direction of the Producer in this regard, provided that the requirements of the Producer in this respect have been notified to the audio-visual worker and accepted by him/her.
22. That the audio-visual worker agrees that he/she shall render his/her services to the best of his/her ability in such manner as the Producer or, at his instance, the Director of the audio-visual may direct and shall comply with all reasonable instructions that he may give for the production of the film.
23. That the audio-visual worker shall comply with all the regulations of the studio, location or work place as the case may be.
24. That the Producer shall not without the consent in writing of the audio-visual worker, assign or transfer the benefit of this agreement to any other person.
25. That the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 shall be applicable to this agreement.
26. That the Producer shall not utilise the work of the audio-visual worker in any film, other than the audio-visual under this agreement, without prior permission of the audio-visual worker.

The parties have put their hands to this agreement on the date, month and year said above in the presence of each other and in the presence of the witnesses.

1. Witness Producer

   Name Address

2. Witness audio-visual worker

   Name Address

FORM-XXVII
(Under rule-71)
RECORD OF OUTSIDE WORK

Number and date of Government's Order permitting work outside the industrial premises .....

Date	Place or places where outside work was permitted	Nature of work	Name of employee	Remarks
1	2	3	4	5

Form - XXVIII
(See rule 72(2), 73, 75(2)
Application for Registration and Grant of Amendment of Licence and notice of Occupation
(To be submitted in triplicate)

1	Application Form a.i.1. Registration, Grant of licence and notice of occupation a.i.2. Amendment of Licence	Yes/No Yes/No
2	i. Applications name ii. Phone number iii. i) Whether factory already registered ii) If yes, Registration number iii) Licence number	Yes/No
3	Full name and postal address of the factory	
	a) Panchayath/Municipality/Corporation	
	b) Village and survey number	
	c) Taluk	
	d) District	
	e) Pin code	
4	i. Nearest Police station–distance ii. Nearest Railway station-distance iii. Nearest Public Hospital-distance	
5	Full name and residential address of the persons who shall be the Manager of the factory for the purpose of the Act	
6	Full name and residential address of the occupier and his designation eg. Director, Partner, Proprietor or any other (specify) (List of Directors / Partners should be submitted)	
7	Full name and address of the owner of the premises of the building (including the precincts of thereof) referred Section 93	

8	Please furnish the reference number(s) of date(s) of approval(s) of the plans of the site and building and for disposal of trade wastes and effluents by the concerned authorities a.i. State Government a.ii. Local authority a. iii. Chief Inspector-cum-Facilitator a. iv. Pollution Control Board a. v. Other concerned authority (specify)		
9	i. Name of manufacturing process carried out in the factory ii. In case of application for amendment, indicate manufacturing process carried out previously		
10	The names and quantities of raw materials used, intermediate products and principal finished products during the last twelve months (in case of factories already in existence) Name Quantity (Volume/Weight.) 1 1 2 3		
11	Number of workers employed in the factory	Employed in the last 12 months	Proposed to be employed in the next 12 months
	1. Maximum Number		
	2. Number ordinarily numbered		
12	Nature & total amount of power (in Kilowatts)	Installed	Proposed to be installed
13	Previous year's Labour welfare fund contribution remittance details (Cheque/DD/Chelan/Cash)		
14	Fees paid (Details): Rs ……..(in figures) ……..……..…..…….. ……. (in words) vide Treasury Chalan No……. Date ……..Drawn on …….....……		
Name and signature of Manager with date		Name and signature of Occupier with date	

Notes:

a) The form should be completed in ink in block letters or typed.
b) Strike off whichever is not applicable.
c) If power is not used at the time of filling up this form but introduced later the fact should be communicated to the Chief Inspector-cum-Facilitator of factories immediately.
d) The term 'Ordinarily employed' would mean the total number of workers working in all the shifts which should be over 50% of the working days in the factory.
e) Head of account 0230-00-104-99

Conditions for Auto renewal.-

I understand that as per provisions of the Code and Rule, if the applicant obtained licence by fraud or misrepresentation competent authorities can refuse and reject the application and legal action will be initiated against me

1. I have verified all the data shown to me in Form -XVIII (FORM-G) and undertake that they are all correct and no deviations from the same and also from the details mentioned in the latest permit issued to me is existing in my Factory at the time of submission of this application.
2. I undertake that any modifications, additions, extensions to the factory premises, building or machinery or on any data related to the factory, from the date of submission of this application shall be immediately brought to the notice of the concerned Inspector through proper means as per Rules and regulations.
3. I undertake that no statutory proceedings initiated by the Department of Factories and Boilers are pending against me (except for those under the purview of the Honourable Courts) on the date of submission of this application.
4. I undertake that my Factory complies with all applicable provisions under Code and Rules.
5. I undertake that my Factory possesses all statutory clearances and legal documents as required for renewal of licence and they are valid at the time of submission of this application and for such extended renewal period as required.
6. I understand that the Department of Factories and Boilers reserves its right to cancel my auto renewed licence at any time within its validity period, if any data submitted by me is found to be falsified or if any data is suppressed from the Department at the time of submission of this application in accordance with the relevant provisions of the Code and Rules.

FORM-XXIX
(See rule 72(7)(a)

Stability Certificate

1. Name of the factory
2. Address of factory
3. Name of occupier of the factory
4. Nature of manufacturing process to be carried on in the factory.
5. Number of floors of the factory

I certify that I have inspected the building/buildings, the plans of which have been approved by the Chief Inspector-cum-Facilitator vide letter No-----date and examined the various parts including the foundations with special reference to the machinery, plant, etc. that have been installed. I am of the opinion that the building/buildings which has/have been constructed/ reconstructed/extended/taken into use is/are in accordance with the plans approved by the Chief Inspector-cum-Facilitator vide his letter mentioned above, that it/they is/are structurally sound and that its/their use as a factory/part of the factory for the manufacture of for which the machinery, plant etc. installed is intended. The building is safe against various loads, forces and effects due to process to be carried out in the factory or due to natural forces.

Signature of competent person and date:

Name of competent person :

Address of competent person :

Signature of Occupier and date Name of Occupier

Form - XXX
(See rule 73(1), 76(3)
Licence to Work a factory

Name of Industry :
Registration No. :
Licence No. :
NIC code Number :
NIC code number for each process:

Licence is hereby granted to ……. For the premises known as …… situated at …….. for use as a factory within the limits stated herein after subject to provisions of the Factories Act, 1948 and the Rules made there under for following manufacturing processes:

The ……19…..... issuing authority.

	Valid for			Fee paid	Excess	Additional fee paid for late payment	Date of payment	Signature of the issuing authority
	Calendar year	Maximum no of worker on any one day	Maximum installed power in Kilowatts	Rs.	Rs.			
Granted under Rule 5								
Renewed under Rule 7								

Transfer

To whom transferred	Date of Transfer	Transfer fee paid and date of payment

Amendment

To whom transferred	Date of Transfer	Transfer fee paid and date of payment

FORM-XXXI
(See rule 80, 81)
Notice of Cessation

This is to intimate that I _____ employer of M/S _____ having registration number _____ will close the establishment w.e.f _____

Name of employer

Digitally/electronically signed

FORM-XXXII
(Under rule-104)

ANNUAL REPORT OF HOUSING

Annual return for the year.....

1. Name of Plantation:
2. Name of State and District:
3. Name and address of the employer:
4. Year in which the plantation came under the preview of the Code:
5. Total resident labour population including dependents in the plantations:
6. Number of resident workers requiring houses:
7. Number of houses required to be provided according to the approved scheme every year:
8. Number of houses provided according to the approved scheme by-
   i. Construction of new houses.
   ii. adaptation of old houses.
9. Reason for not providing the number of houses as required in item No. 7: Date

Signature of the Employer

Form XXXIII
[See rule 137(2)]
REGISTER OF EMPLOYEES USING
OR HANDLING HAZARDOUS CHEMICALS

The register of Workers engaged in connection with insecticides, chemicals and toxic substances, and their periodical medical examination for the year.....

Sl. No.	Name	Father's/ Husband's Name	Address	Sex	Identification	Date of appointment	Age	Designation

PAST HISTORY

Illness	Poisoning	Allergy	Exposure to Pesticides	No. of Seasons	Years/ Remarks if any

FAMILY HISTORY

Illness	Psychological disorders	Haemorrhagic disorder
1	2	3

PERSONAL HISTORY

Illness	Psychological disorders	Haemorrhagic disorder
1	2	3

OBSERVATION

Medicval	Pre-employment	End of the year	Remarks

1. General Examination
   a) General body limit
   b) Weight and height
   c) Blood pressure
   d) Respiration
   e) Anaemia
   f) Diadema
   g) Juandice
   h) Skin condition
   i) Temperature
   j) Fatig ability
   k) Sweating
   l) Sleep
   m) Mutation

2. Gastro- Intestinal Nausea
   a) vomiting
   b) Appetite
   c) Taste
   d) Pain in abdomen
   e) Bowel movement
   f) Liver
   g) Spleen

3. Cardio-Respiratory
   a) Nasal discharge
   b) Wheezing

c) Cough
d) Expectoration
e) Tightness of chest
f) Dyspnoea
g) Palpitation
h) Heart
i) Cyanosis
j) Tachycardia

4. Neuro-Muscular
   a) Headache
   b) Dizziness
   c) Irritability
   d) Pulse
   e) Twitching
   f) Tremors
   g) Convulsion
   h) Paresthesia
   i) Hallucination
   j) Unconsciousness
   k) Deep reflexes
   l) Superficial reflexes
   m) Coordination

5. Eye
   a) Pupil
   b) Lachryination
   c) Double vision
   d) Clumped vision

6. Psychological
   a) Temperament
   b) Judgment
   c) Nervousness

7. Kidney
   Kidney condition

8. Investigation
   a) Blood Hb%
   b) Blood DC
   c) Serum
   d) Cholinesterase
   e) Serum bilirubin
   f) Urine routine examination
   g) Urine microscopic
   h) X-ray of chest
   i) Advice given to:

Steps taken by the employer as per the doctor's advice

1. Doctor
2. Patient
3. Employer

FORM - XXXIV
[See rule 150(1)]

APPLICATION UNDER SUB-SECTION (4) OF SECTION 56
FOR COMPOUNDING OF OFFENCE

1. Name of applicant:……..
2. Father's / Husband's name of the applicant……..….
3. Address of the applicant …….
4. Mobile number/email
5. Name, address, Mobile no, and email of Complainant
6. Whether any case pending before any authority or Court in the same matter
7. If Yes, Particulars .....
8. Particulars of the offence……
9. Section of the Code under which the offence is committed……..
   1.---------- 3.----------
   2.---------- 4.----------
10. Maximum fine provided for the offence under the Code…….
11. Whether the offence is first offence or the applicant had committed any other offence prior to the offence, if had committed, then, full detail of the offence……
    ……
    ……
    ……..

12. Any other information which the applicant desires to provide
    ……
    ……
    ……
    ……..

Dated:

Applicant (Name and signature)

FORM - XXXV
COMPOUNDING / COMPOSITION REGISTER
(See rule 150(7))

Sl. No.	Name And address of the person whom Offence Compounded	Name and Address of Establishment in relation to person of whom offence Com-pounded	Date and number of reference of composition/ compounding	Date of detection of offence/ penalty	Offences which are com-pounded	Amount of pen-alty	Date of deposits	Date of transfer of fund	Remarks
1	2	3	4	5	6	7	8	9	10

FORM - XXXVI
(See Schedule - V and Schedule - XXXVI)
Examination of ventilation/exhaust system

1. Description of ventilation/exhaust system
2. Hood
   (a) Serial No. of Hood
   (b) Contaminant captured
   (c) Capture velocities (at points to be specified)
   (d) Volume exhausted at Hood
   (e) Hood static pressure Design Actual Value
3. Total Pressure drops at
   (a) Joints
   (b) Other points of system (to be specified)
4 Transport Velocity in Duct (at points alone dust to be specified)
5 Air cleaning Device

(a) Type used
(b) Velocity at inlet
(c) Static Pressure at inlet
(d) Velocity at outlet
(e) State Pressure at outlet

6 Fan
(a) Type used 435
(b) Volume handled
(c) Static Pressure
(d) Pressure drops at outlet of fan.

7 Fan Motor
(a) Type
(b) Speed and horse power

8. Particulars of defects, if any, disclosed during test in any of the above components.

I certify that on this …..... day of …..... the above dust extraction system was thoroughly cleaned and (so far as its construction permits) made accessible for thorough examination. I further certify that on the said date, I thoroughly examined the above dust extraction system including its components and that the above is a true report of my examination.

Name and signature of competent person

By Order of the Governor,
MINI ANTONY,
Secretary to Government

FORM - XXXVII
[See Rule 84A (5)]
Application for Site Appraisal under Section 83 of the Code

Name and address of the applicant:

Site ownership data:
2.1 Revenue details of site such as Survey No., Plot No., etc.
2.2 Whether the site is classified as forest and if so, whether approval of the Central Government under Section 5 of the Indian Forest Act, 1927 has been taken.
2.3 Whether the proposed site attracts the provisions of Section 3(2)(v) of the Environment (Protection) Act, 1986; if so, the nature of the restrictions.
2.4 Local authority under whose jurisdiction the site is located.

Site plan:
3.1 Site plan with clear identification of boundaries and total area proposed to be occupied and showing the following details nearby the proposed site:—
(a) Historical monument, if any, in the vicinity;
(b) Names of neighbouring manufacturing units and human habitats, educational and training institutions, petrol installations, storages of LPG and other hazardous substances in the vicinity and their distances from the proposed unit;
(c) Water sources (rivers, streams, canals, dams, water filtration plants etc.) in the vicinity;
(d) Nearest hospitals, fire stations, civil defence stations and police stations and their distances;
(e) High tension electrical transmission lines, pipelines for water, oil, gas or sewerage; railway lines, roads, stations, jetties and other similar installations.
3.2 Details of soil conditions and depth at which hard strata obtained.
3.3 Contour map of the area showing nearby hillocks and difference in levels.
3.4 Plot plan of the factory showing the entry and exit points, roads within, water drains etc.

Project report:
4.1 A summary of the salient features of the project.
4.2 Status of the organisation (Government, Semi-Government, Public or Private etc.).
4.3 Maximum number of persons likely to be working in the factory.
4.4 Maximum amount of power and water requirements and source of their supply.
4.5 Block diagram of the buildings and installations in the proposed unit.
4.6 Details of housing colony, hospital, school and other infrastructural facilities proposed.

Organisation structure of the proposed manufacturing unit / factory:
5.1 Organisation diagram of:
(i) Proposed enterprise in general;
(ii) Health, safety and environment protection departments and their linkage to operation and technical departments.
5.2 Proposed Health and Safety Policy.
5.3 Area allocated for treatment of wastes and effluent.
5.4 Percentage outlay on safety, health and environment protection measures.

Meteorological data relating to the site:

6.1 Average, minimum and maximum of –
  (i) Temperature
  (ii) Humidity
  (iii) Wind velocities during the previous ten years.

6.2 Seasonal variations of wind direction.

6.3 Highest water level reached during floods in the area recorded so far.

6.4 Lightning and seismic data of the area.

Communication links:

7.1 Availability of telephone/telex/wireless and other communication facilities for outside communication.

7.2 Internal communication facilities proposed.

Manufacturing process information:

8.1 Process flow diagram.

8.2 Brief write-up on process and technology.

8.3 Critical process parameters such as pressure build-up, temperature rise and runaway reactions.

8.4 Other external effects critical to the process having safety implications such as ingress of moisture or water, contact with incompatible substances, sudden power failure.

8.5 Highlights of built-in safety/pollution control devices or measures incorporated in the manufacturing technology.

Information of hazardous materials:

9.1 Raw materials, intermediates, products and by-products and their quantities (Enclose Material Safety Data Sheet for each hazardous substance).

9.2 Main and intermediate storages proposed for raw materials/intermediates/products/by-products (maximum quantities to be stored at any time).

9.3 Transportation methods for inflow and outflow of materials, their quantities and likely routes.

9.4 Safety measures proposed for:
  (i) Handling of materials;
  (ii) Internal and external transportation;
  (iii) Disposal (packing and forwarding of finished products).

Information on disposal of wastes and pollutants:

10.1 Major pollutants (gas, liquid, solid), their characteristics and quantities (average and peak loads).

10.2 Quality and quantity of solid wastes generated, method of treatment and disposal.

10.3 Air, water and soil pollution problems anticipated and proposed control measures.

Process hazard information:

11.1 Copy of Environmental Impact Assessment Report.

11.2 Copy of Risk Assessment Study.

11.3 Published reports on accident situations or occupational health hazards in similar plants.

Information on proposed safety and occupational health measures:

12.1 Fire-fighting facilities and minimum quantities of water, CO_2 and other measures.

12.2 In-house medical facilities proposed.

Information on emergency preparedness:
13.1 On-site emergency plan.
13.2 Mutual aid arrangements with neighbouring factories.

Any other information.

Declaration:
I certify that the information furnished above is correct to the best of my knowledge and nothing of importance has been concealed.

Name & Signature of Applicant
Date:
Address:

Form-XXXVIII
Recommendation of the Site Appraisal Committee
[See Rule 84A (11)]

1. Name of the Applicant:
2. Address of the Applicant:
3. Location of the Proposed Site:
4. Nature of Hazardous Process / Expansion Proposed:
5. Date of Receipt of Application:
6. Date of Meeting of the Committee:

Observations of the Committee:
(Brief remarks on suitability of site, safety, environment, distance norms, etc.)

Recommendation:
[ ] Approved
[ ] Approved with Conditions
[ ] Not Approved

Conditions (if any):
.....
.....

Name	Designation	Signature	Date

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पंजीयन क्रमांक
"छत्तीसगढ़/डाक/09/2013-2015."

छत्तीसगढ़ राजपत्र

(असाधारण)
प्राधिकार से प्रकाशित

क्रमांक 649] नवा रायपुर, बुधवार, दिनांक 28 अक्टूबर 2026 — कार्तिक 6, शक 1948

श्रम विभाग
मंत्रालय, महानदी भवन, नवा रायपुर अटल नगर

नवा रायपुर अटल नगर, दिनांक 28 अक्टूबर 2026

अधिसूचना

क्रमांक RULE-5/15/2026-LABOUR.— मजदूरी संहिता, 2019 (2019 का सं. 29) की धारा 67 की उप–धारा (1) के अधीन आपेक्षित मजदूरी संहिता (छत्तीसगढ़) नियम 2026 का प्रारूप छत्तीसगढ़ के राजपत्र असाधारण क्रमांक 183 में दिनांक 13 अप्रैल 2026 द्वारा उन सभी व्यक्तियों जिनकी इनसे प्रभावित होने की संभावना, से उस दिनांक जिससे उक्त अधिसूचना अंतर्विष्ट करने वाली राजपत्र की प्रकाशित प्रतियां जनता को उपलब्ध करायी गयी थी, से 45 दिन की अवधि के समाप्ति से पहले आपत्ति और सुझाव आमंत्रित करते हुए, प्रकाशित किया गया था;

और उक्त राजपत्र की प्रतियां जनता को दिनांक 13 अप्रैल 2026 को उपलब्ध करा दी गयी थी;

और उक्त प्रारूप नियमों के संबंध में व्यक्तियों और हितधारकों से प्राप्त सुझाव और आपत्तियों पर छत्तीसगढ़ शासन द्वारा सम्यक रूप से विचार कर लिया गया है;

अतः निम्नलिखित के प्रतिस्थापन में –

1. न्यूनतम वेतन (छत्तीसगढ़) नियम, 1958; एवं
2. छत्तीसगढ़ वेतन भुगतान नियम, 1962

उन बातों को छोड़कर जिन्हें ऐसे प्रतिस्थापन से पूर्व किया गया है या किए जाने का लोप किया गया है, और मजदूरी संहिता, 2019 (2019 का सं. 29) की धारा 67 द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, राज्य सरकार, एतद्द्वारा, निम्नलिखित नियम बनाती है, अर्थात्:–

नियम
अध्याय–एक
प्रारंभिक

1. संक्षिप्त नाम, विस्तार तथा प्रारंभ.– (1) ये नियम, मजदूरी संहिता (छत्तीसगढ़) नियम, 2026 कहलायेंगे।

(2) इसका विस्तार संपूर्ण छत्तीसगढ़ राज्य में होगा।

(3) ये नियम राजपत्र में इनके प्रकाशन की तारीख से प्रवृत्त होंगे।

2. परिभाषाएँ.– (1) इन नियमों में, जब तक कि संदर्भ से अन्यथा अपेक्षित न हो,–

(क) ''प्राधिकारी'' से अभिप्रेत है, धारा 45 की उप–धारा (1) के अधीन राज्य शासन द्वारा नियुक्त प्राधिकारी;

(ख) "अपीलीय प्राधिकारी" से अभिप्रेत है, धारा 49 की उप–धारा (1) के अधीन राज्य शासन द्वारा नियुक्त अपीलीय प्राधिकारी;

(ग) "अपील" से अभिप्रेत है, धारा 49 की उप–धारा (1) के अधीन प्रस्तुत की गई अपील;

(घ) "मण्डल" से अभिप्रेत है, धारा 42 की उप–धारा (4) के अधीन राज्य शासन द्वारा गठित छत्तीसगढ़ राज्य सलाहकार मंडल;

(ङ) "अध्यक्ष" से अभिप्रेत है, मण्डल का अध्यक्ष;

(च) "संहिता" से अभिप्रेत है, मजदूरी संहिता, 2019 (2019 का सं. 29);

(छ) "समिति" से अभिप्रेत है, धारा 8 की उप–धारा (1) के खंड (क) के अधीन राज्य शासन द्वारा नियुक्त समिति;

(ज) "दिन" से अभिप्रेत है, मध्य रात्रि से प्रारंभ होने वाली 24 घंटे की अवधि;

(झ) ''इलेक्ट्रानिक रूप से'' अभिप्रेत है, संहिता के प्रयोजनों के लिए, ईमेल द्वारा प्रस्तुत की गई, या निर्दिष्ट पोर्टल, मोबाइल एप्लीकेशन, वेबसाईट पर रखी गई या प्रदर्शित की गई, या किसी भी माध्यम से किया गया डिजिटल भुगतान संबंधी जानकारी।

(ञ) "परिवार" में सम्मिलित है, एक कर्मचारी/श्रमिक के निम्नलिखित सभी या कोई भी रिश्तेदार, अर्थात्:–

(1) पति/पत्नी;

(2) अवयस्क संतान (जिसमें दत्तक संतान शामिल है), जो कर्मचारी पर आश्रित हो;

(3) संतान, जो कर्मचारी/श्रमिक की आय पर पूर्णतः निर्भर हो, और जो :–

(एक) पूर्ण शिक्षा प्राप्त करने तक या उसकी इक्कीस वर्ष की आयु प्राप्त करने तक; एवं

(दो) अविवाहित पुत्री;

(4) कोई संतान, जो किसी शारीरिक अथवा मानसिक विकृति अथवा चोट के कारण अशक्त हो, और जो कर्मचारी की आय पर पूरी तरह आश्रित हो, जब तक कि उसकी अशक्तता बनी रहती है;

(5) आश्रित माता–पिता (जिसमें सास–ससुर शामिल है):

परन्तु यह कि किसी अन्य व्यक्ति के कर्मचारी/श्रमिक पर आजीविका के लिए आश्रित होने की दशा में, निर्भरता को साबित करने हेतु साक्ष्य प्रस्तुत किया जा सकता है।

(ट) "प्ररूप" से अभिप्रेत है, इन नियमों में संलग्न प्ररूप;

(ठ) ''शासन'' से अभिप्रेत है, छत्तीसगढ़ शासन;

(ड) ''भौगोलिक क्षेत्र'' से अभिप्रेत है, राज्य शासन द्वारा समय–समय पर ऐसे अधिसूचित क्षेत्र;

(ढ) "अत्यधिक कुशल व्यवसाय" से अभिप्रेत है, वह व्यवसाय, जिसमें इसके निष्पादन में विशिष्ट स्तर की उत्कृष्टता की मांग होती है और एक पर्याप्त अवधि के लिए गहन तकनीकी अथवा व्यावसायिक प्रशिक्षण अथवा व्यावहारिक व्यावसायिक अनुभव के माध्यम से अर्जित क्षमता अपेक्षित होती है और साथ ही कर्मचारी से यह अपेक्षा भी होती है कि ऐसे व्यवसाय के निष्पादन में शामिल अपने मत या निर्णय के लिए संपूर्ण जिम्मेदारी स्वीकार करें;

(ण) ''निरीक्षक–सह–सुविधाप्रदाता" से अभिप्रेत है, धारा 51 की उप–धारा (1) के अंतर्गत, अधिसूचना द्वारा, राज्य शासन द्वारा नियुक्त व्यक्ति;

(त) "सदस्य" से अभिप्रेत है, मण्डल का सदस्य और जिसमें इसका अध्यक्ष भी सम्मिलित है;

(थ) ''मजदूरी की सामान्य दर'' से अभिप्रेत है, संहिता की धारा 02 (म) के अधीन यथा – परिभाषित मजदूरी;

(द) ''जनसंख्या'' से अभिप्रेत है, वह जनसंख्या, जो पूर्व जनगणना में निर्धारित की गई है, जिसके संगत आंकड़े प्रकाशित किये गये है;

(ध) ''पंजीकृत व्यवसाय संघ" से अभिप्रेत है, वह व्यवसाय संघ, जो औद्योगिक संबंध संहिता, 2020 (2020 का 35) के अंतर्गत पंजीकृत है;

(न) "अनुसूची" से अभिप्रेत है, इन नियमों से संलग्न अनुसूची;

(प) "धारा" से अभिप्रेत है, इस संहिता की धारा;

(फ) "अर्द्धकुशल व्यवसाय" से अभिप्रेत है वह व्यवसाय, जिसके कार्यान्वयन में कार्य अनुभव द्वारा प्राप्त कौशल का उपयोग अपेक्षित होता है जो कुशल कर्मचारी के पर्यवेक्षण अथवा मार्गदर्शन में प्रयोग किया जा सकता है और उसमें अकुशल व्यवसाय का पर्यवेक्षण भी शामिल है;

(ब) "कुशल व्यवसाय" से अभिप्रेत है, वह व्यवसाय, जिसके कार्यान्वयन में कार्य – अनुभव के द्वारा अथवा तकनीकी या व्यावसायिक संस्थान में प्रशिक्षु के रूप में प्रशिक्षण के माध्यम से प्राप्त कौशल और दक्षता अन्तर्वलित होती है और जिसके निष्पादन में पहल करने और विवेक की आवश्यकता होती है;

(भ) "अकुशल व्यवसाय" से अभिप्रेत है, वह व्यवसाय, जिसके कार्यान्वयन में केवल प्रचालन अनुभव के उपयोग की आवश्यकता होती है और इसमें कोई अतिरिक्त कौशल शामिल नहीं होती है।

(2) शब्द और अभिव्यक्तियां, जो इन नियमों में प्रयुक्त है और परिभाषित नहीं है, के क्रमशः वही अर्थ होंगे, जैसा कि मजदूरी संहिता, 2019 (2019 का सं. 29) में उनके लिए समनुदेशित है।

अध्याय – दो
न्यूनतम मजदूरी

3. मजदूरी की न्यूनतम दर की गणना करने की रीति.– (1) संहिता की धारा 6 की उप–धारा (5) के प्रयोजनों के लिए, न्यूनतम मजदूरी दर प्रतिदिन के आधार पर निर्धारित की जायेगी, जो राज्य सरकार द्वारा किसी विशेष या सामान्य आदेश के निर्दिष्ट मापदण्डों के अधीन होगा।

(2) जब एक दिन के लिए मजदूरी की दर नियत की जाती है, तब एक घंटे की दर नियत करने के लिए ऐसी राशि को आठ से भाग और एक महिने के लिए मजदूरी की दर नियत करने के लिए छब्बीस से गुणा किया जाएगा, और ऐसे भाग और गुणा में आधे या आधे से अधिक गुणनखंड को अगले अंक में पूर्णांकित किया जाएगा और आधे से कम गुणनखंड को नजर अंदाज किया जाएगा।

यदि कार्य सप्ताह छः दिनों से कम का हो तो इस प्रकार गणना की गई न्यूनतम मजदूरी की प्रति घंटा दर का उपयोग एक दिन के लिए न्यूनतम मजदूरी निकालने के लिए किया जाएगा।

(3) वस्तु के रूप में भुगतान की गई मजदूरी के नकद मूल्य की गणना में भौगोलिक क्षेत्र में निकटतम बाजार के खुदरा मूल्य को ध्यान रखा जाएगा। यह गणना राज्य शासन और राज्य सलाहकार बोर्ड द्वारा समय–समय पर जारी किए गए निर्देशों के अनुसार की जाएगी।

4. परिवर्तनशील महंगाई भत्ते के पुनरीक्षण के लिए समय अंतराल.– श्रम एवं रोजगार मंत्रालय, भारत सरकार के श्रम ब्यूरो द्वारा जारी किए गए औसत उपभोक्ता मूल्य

सूचकांक के आधार पर महंगाई भत्ते का पुनरीक्षण वर्ष में दो बार, अर्थात् 1 अप्रैल और 1 अक्टूबर किया जाएगा।

5. **एक सामान्य कार्य दिवस के निर्धारण के लिए कार्य घंटों की संख्या**.—(1) ऐसे कर्मचारी के लिए, जिसकी मजदूरी अवधि दैनिक आधार पर है, सामान्य कार्य दिवस आठ घंटे का होगा और विश्राम का अंतराल उपजीविकाजन्य सुरक्षा, स्वास्थ्य और कार्यदशा संहिता, 2020 (2020 का 37) के अधीन इस संबंध में जारी अधिसूचना में बताए अनुसार होगा।

(2) ऐसे कर्मचारी के लिए, जिसकी मजदूरी अवधि दैनिक आधार के अतिरिक्त है, सामान्य कार्य दिवस के घंटों की संख्या इस प्रकार निर्धारित की जाएगी कि प्रति सप्ताह कार्य के कुल घंटे अड़तालीस घंटे से अधिक न हों।

6. **साप्ताहिक विश्राम दिवस**.— (1) इस नियम के प्रावधानों के अध्याधीन, यथास्थिति, कर्मचारी या श्रमिक को प्रत्येक सप्ताह एक दिन या एक दिन से अधिक के आराम की अनुमति दी जाएगी। छः दिन सप्ताह के मामले में, विश्राम दिवस आमतौर पर रविवार हो सकता है, और छः दिन से कम सप्ताह के मामले में, इसमें शनिवार और रविवार शामिल होंगे, तथापि नियोक्ता सप्ताह के किसी भी अन्य दिन को किसी कर्मचारी अथवा कर्मचारियों की श्रेणी के लिए विश्राम का दिन नियत कर सकता है:

परन्तु छः कार्य दिवस सप्ताह या छः से कम कार्य दिवस सप्ताह में, यथास्थिति, ऐसे कर्मचारियों या श्रमिकों के लिए सप्ताह के शेष दिवस वैतनिक अवकाश दिवस होंगे:

परन्तु इसके अलावा कर्मचारी या श्रमिक इस उप–नियम के तहत विश्राम दिवस का हकदार होगा, यदि यथास्थिति, उसने एक ही नियोक्ता के अधीन छः दिन के कार्य सप्ताह में लगातार अवधि में छः दिन अथवा छः दिन से कम कार्य के सप्ताह के मामले में निर्धारित संख्या के कार्य दिवसों को निरंतर अवधि के लिए कार्य किया हो:

परन्तु इसके अलावा भी कि कर्मचारी या श्रमिक को, विश्राम दिन के रूप में नियत दिन और बाद में विश्राम दिन में परिवर्तन की सूचना, परिवर्तन प्रभावी होने के पहले इस संबंध में सूचना रोजगार स्थल के विनिर्दिष्ट स्थान पर प्रदर्शित कर दी जाएगी।

स्पष्टीकरण–इस उप–नियम के दूसरे परंतुक में निर्दिष्ट सप्ताह में छह दिनों की निरंतर अवधि या निर्धारित कार्य दिवसों की संख्या की गणना के प्रयोजन के लिए निम्न वे दिन माने जायेंगे, जिस दिन कर्मचारी ने कार्य किया था:–

(अ) कोई भी दिन जिस पर एक कर्मचारी या श्रमिक को काम के लिए उपस्थित होने की आवश्यकता होती है, लेकिन उसे केवल उपस्थिति के लिए भत्ता दिया जाता है और उसे कार्य नहीं दिया जाता है,

(ब) कोई भी ऐसा दिन जिसमें, किसी कर्मचारी या श्रमिक को औद्योगिक संबंध संहिता, 2020 (2020 का स. 35) के अधीन मुआवजे के भुगतान पर ले–ऑफ किया गया हो, और

(स) विश्राम दिन के तुरन्त पहले छः दिन की अवधि या सप्ताह के निर्धारित कार्य दिवस मे, जैसा भी हो, नियोक्ता द्वारा कर्मचारी को वेतन सहित या वेतनरहित छुट्टी या अवकाश दी जाती है।

(2) किसी भी कर्मचारी या श्रमिक से विश्राम के दिन कार्य करना अपेक्षित नही किया जायेगा या उसे कार्य करने की अनुमति नहीं होगी, जब तक कि उसे विश्राम दिन के तुरंत पहले या बाद में सप्ताह के, कार्य दिवसों में से किसी पूरे एक दिन का वैकल्पिक विश्राम दिवस प्राप्त न हुआ हो या प्राप्त न होना हो:

परन्तु कोई भी प्रतिस्थापन नहीं किया जाएगा, जिसके परिणामस्वरूप कर्मचारी या श्रमिक को एक पूरे दिन के विश्राम दिवस के बिना, लगातार दस दिन से अधिक कार्य करना पड़े।

(3) इस नियम के पूर्ववर्ती प्रावधानों के अनुसार जहाँ कोई भी कर्मचारी या श्रमिक विश्राम के दिन कार्य करता है, और उसे विश्राम दिन के पहले या बाद के कार्य दिवसो मे किसी भी दिन प्रतिस्थापित विश्राम दिन दिया जाता है तब विश्राम दिन को, कार्य के साप्ताहिक घंटों की गणना के प्रयोजनार्थ उस सप्ताह मे गिना जाएगा, जिसमे प्रतिस्थापित विश्राम दिन आया है।

(4) एक कर्मचारी या श्रमिक को विश्राम दिवस की मजदूरी, अगले दिन से पहले की गई गणना दर पर की जाएगी; और जहाँ वह विश्राम के दिन कार्य करता है और उसे प्रतिस्थापित विश्राम दिवस दिया गया है, तो उसे उस विश्राम के दिन का भुगतान किया जाएगा, जिस दिन उसने कार्य किया था तथा अधिसमय दर एवं प्रतिस्थापित विश्राम दिवस के लिये मजदूरी दर पूर्ववर्ती दिनों के दर पर होगी:

परंतु यह कि 6 दिन के सप्ताह के मामले में जहाँ–

(एक) संहिता के अंतर्गत यथा अधिसूचित कर्मचारी या श्रमिक की मजदूरी की न्यूनतम दर, मजदूरी की न्यूनतम मासिक दर को छब्बीस से भाग करके निकाली गई हो; अथवा

(दो) कर्मचारी की मजदूरी की वास्तविक दैनिक दर, मजदूरी की मासिक दर को छब्बीस से भाग करके निकाली गई है और मजदूरी की ऐसी वास्तविक दैनिक दर कर्मचारी की अधिसूचित न्यूनतम दैनिक दर से कम नही है, तब विश्राम दिन के लिए कोई मजदूरी देय नही होगी; और

(तीन) यदि कर्मचारी विश्राम दिवस पर काम करता है और उसे वैकल्पिक विश्राम दिवस दिया गया है, तो उसे केवल उसी विश्राम दिवस के लिए जिस दिन उसने काम किया है, ओवरटाईम दर पर देय मजदूरी के बराबर राशि का भुगतान किया जायेगा, यह राशि मजदूरी की सामान्य दर के दोगुने से कम नही होगी।

और, यदि इस संबध में कोई विवाद उत्पन्न होता है कि क्या इस उपबंध के प्रावधानों के अनुसार मजदूरी की दैनिक दर निकाली गई है, तब श्रम आयुक्त, छत्तीसगढ़ अथवा राज्य शासन द्वारा नियुक्त प्राधिकारी इस संबध में उन्हे किए गए आवेदन पर, संबंधित पक्षों को अपने लिखित अभ्यावेदनों के लिए अवसर देने के पश्चात् उसका निराकरण करेंगे:

परंतु यह और कि यदि कोई कर्मचारी या श्रमिक, मात्रानुपाती (इकाई) दर प्रणाली से संचालित होता है, तब उसे विश्राम दिवस जिसमें वह कार्य करता है, ओवरटाईम की दर से और वैकल्पिक विश्राम दिवस हेतु उसी दर से मजदूरी का भुगतान किया जायेगा जो तत्काल पूर्ववर्ती दिन को लागू हो।

स्पष्टीकरण– इस उप–नियम में 'तत्काल पूर्ववर्ती दिन' से अभिप्रेत है वह अंतिम दिन, जिस दिन कर्मचारी ने कार्य किया है, जो विश्राम दिन या प्रतिस्थापित विश्राम दिन के पहले, जैसी भी स्थिति हो, आता है; और जहाँ प्रतिस्थापित विश्राम दिन, विश्राम दिन के तुरंत अगले दिन आता है तब तत्काल पूर्ववर्ती दिन से अभिप्रेत होगा वह अंतिम दिन, जिस दिन कर्मचारी ने कार्य किया है और जो विश्राम दिन के पहले था।

(5) इस नियम के प्रावधान, किसी कर्मचारी या श्रमिक को किसी अन्य कानून या किसी अधिनिर्णय, करार अथवा सेवा संविदा की शर्तों के अधीन मिलने वाली किसी भी अधिक अनुकुल शर्तों पर यदि कोई है तो प्रतिकुल प्रभाव नही डालेंगे और ऐसे मामले में कर्मचारी या श्रमिक मात्र पूर्वोक्त अधिक अनुकुल शर्तों के हकदार होंगे।

स्पष्टीकरण– इस नियम के प्रयोजनार्थ, 'सप्ताह' से अभिप्रेत है शनिवार रात्रि की अर्द्ध रात्रि से शुरू होकर सात दिन की अवधि।

7. **रात्रि पाली**.– जहाँ पर कर्मचारी या श्रमिक नियोजन में पाली में कार्य करता है जो अर्द्ध रात्रि के बाद तक जारी रहती है, तब–

(क) नियम 6 के प्रयोजनों के लिए पूरे दिन के लिए एक आराम दिन, से अभिप्रेत है, चौबीस निरंतर घंटे की अवधि जो उसकी पारी समाप्त होने से प्रारंभ होता है और

(ख) ऐसे मामले में अगला दिन, ऐसी पाली के समाप्त होने के समय से शुरू होकर चौबीस घंटे की अवधि का होगा, और अर्द्ध रात्रि के बाद के घंटों की गणना, जिसमे ऐसे कर्मचारी या श्रमिक ने कार्य किया है, पूर्व दिवस मे की जावेगी।

8. **कुछ श्रेणियों के कर्मचारियों के लिए कार्य समय और कार्य अवधि के विस्तार की सीमा एवं शर्तें** .– धारा 13 की उप–धारा (2) के अंतर्गत कर्मचारी या श्रमिक के मामले में :–

(क) आपात स्थिति में कार्यरत है, जिसका पूर्वानुमान नहीं किया या उसे रोका नहीं जा सकता था;

(ख) प्रारंभिक या पूरक प्रकृति के कार्यों में लगा हुआ है जिसे अनिवार्य रूप से संबंधित रोजगार में सामान्य कार्य के लिए निर्धारित बाहरी सीमाओं पर कराया जाना चाहिए;

(ग) जिसका रोजगार मूलतः अनियंत्रित है;

(घ) ऐसे कार्य में लगा हुआ है जिसे तकनीकी कारणों से ड्यूटी समाप्त होने से पूरा किया जाना है; और

(ङ) ऐसे कार्य में लगा हुआ है, जिसे प्राकृतिक शक्तियों की अनियमित क्रिया पर कभी–कभी निर्भर होने के सिवाय नहीं किया जा सकता था;

कार्य घंटों की संख्या जो एक या एक से अधिक निर्दिष्ट अंतराल सहित एक सामान्य कार्य दिवस का गठन करेगी और कर्मचारी के कार्य घंटो का प्रसार नियम 6 के तहत समय–समय पर जारी सामान्य या विशेष आदेश द्वारा निर्दिष्ट घंटो की संख्या से अधिक हो सकता है।

9. **लम्बी मजदूरी अवधि**.– धारा 14 के अंतर्गत मजदूरी की न्यूनतम दर के प्रयोजनार्थ लम्बी मजदूरी अवधि एक महीना होगी।

अध्याय–तीन
मजदूरी का भुगतान

10. **संविदात्मक कर्मचारियों को मजदूरी का भुगतान**.– जहाँ कर्मचारी किसी प्रतिष्ठान में ठेकेदार के माध्यम से नियोजित है, वहाँ, वह कंपनी अथवा फर्म अथवा संघ अथवा अन्य कोई व्यक्ति जो उस प्रतिष्ठान का मालिक है, ठेकेदार को उसके द्वारा देय राशि का भुगतान वेतन के भुगतान की तारीख से पहले करेगा ताकि कर्मचारियों को वेतन का भुगतान धारा 17 के उपबंधो के अनुसार किया जा सके।

स्पष्टीकरण– इस नियम के प्रयोजनार्थ शब्द "फर्म" का वही अर्थ होगा जो इसका अर्थ भारतीय साझेदारी अधिनियम, 1932 (1932 का 9) मे है।

11. **सामान्य कार्य–दिवस से कम के लिए मजदूरी का भुगतान.**– कर्मचारी, धारा 10 के अंतर्गत पूर्ण सामान्य कार्य दिवस के लिये मजदूरी प्राप्त करने का हकदार नहीं होगा, यदि वह तत्समय लागू अन्य किसी विधि के अंतर्गत ऐसी मजदूरी का हकदार नहीं है।

12. **कटौतियों की वसूली.**– धारा 18 की उप–धारा (4) के अनुसार, जहाँ धारा 18 की उप–धारा (2) के अंतर्गत प्राधिकृत कुल कटौतिया कर्मचारी की मजदूरी के पचास प्रतिशत से अधिक है, तब अधिकता को अग्रेनीत किया जाएगा और उत्तरवर्ती मजदूरी अवधि या अवधियों, जैसी भी स्थिति हो, से ऐसी किस्तों में वसूल की जाएगी, जिससे किसी भी माह में वसूली उस माह मे कर्मचारी की मजदूरी की पचास प्रतिशत से अधिक न हो।

13. **कृत्यों और चूकों के लिए जुर्माना अधिरोपित करने के लिए अनुमोदन प्राधिकारी.**– सहायक श्रम आयुक्त या श्रम पदाधिकारी, जिसके पास संबंधित कर्मचारी के कार्य स्थल का क्षेत्राधिकार है, धारा 19 की उप–धारा (1) के प्रयोजनार्थ प्राधिकारी होगा।

14. **कृत्यों और चूकों को निर्धारित करने वाले सूचना प्रदर्शित करने की पद्धति.**– धारा 19 की उप–धारा (2) मे निर्दिष्ट सूचना भौतिक रूप में या इलेक्ट्रॉनिक रूप में हिन्दी, अंग्रेजी और स्थानीय भाषा मे उस कार्य स्थान के परिसर में, जिसमें रोजगार किया जाता है, सहजदृश्य स्थानों पर प्रदर्शित किया जाएगा, ताकि प्रत्येक संबंधित कर्मचारी सूचना की विषय–वस्तु को आसानी से पढ़ सके और सूचना की एक प्रति इलेक्ट्रॉनिक रूप से या पजीकृत डाक द्वारा अधिकारिता रखने वाले निरीक्षक–सह–सुविधा प्रदाता को भेजी जाएगी।

15. **जुर्माना अधिरोपित करने की प्रक्रिया** – (1) धारा 19 की उप–धारा (3) के अनुसार, नियम 13 में उल्लिखित सहायक श्रमायुक्त/श्रम पदाधिकारी को, नियोक्ता, जुर्माना लगाने की स्वीकृति प्राप्त करने के लिए, विस्तृत विवरणों की सूचना इलेक्ट्रॉनिक रूप में अथवा लिखित रूप में देगा, जिसमें कर्मचारी द्वारा किये गये कृत्यो और चूकों का विवरण निर्दिष्ट होगा, जो जुर्माना अधिरोपित किये जाने का औचित्य सिद्ध करते है और कारण दर्शाने के लिए 15 दिनों के भीतर का अवसर दिया जायेगा।

(2) दोषी कर्मचारी पर जुर्माना स्थापित आरोपों के लिए अधिरोपित किया जायेगा।

(3) जहां निर्धारित अवधि के भीतर कर्मचारी से कोई उत्तर प्राप्त नहीं होता है वहां जुर्माना अधिरोपित किया जायेगा, और ऐसे जुर्माना अधिरोपण की दिनांक से 15 दिनों के भीतर इसकी सूचना कर्मचारी को दी जायेगी।

16. **कर्तव्य से अनुपस्थिति के लिए कटौती की सूचना.**– (1) जब कोई नियोक्ता, धारा 20 की उप–धारा (2) के उपबंध के अनुसरण में, कोई कटौती करने का आशय रखता है, तब वह संबंधित कर्मचारी को इलेक्ट्रॉनिक रूप से या लिखित रूप में ऐसी कटौती

करने के अपने आशय के संबंध में सूचित करेगा और सात दिनों की अवधि के भीतर उत्तर देने का अवसर देगा, और आरोप स्थापित होने पर, धारा 18 की उप–धारा (3) के अनुसार कर्मचारी की मजदूरी से कटौती की जाएगी।

(2) यदि संबंधित कर्मचारी से सात दिनों के भीतर कोई उत्तर प्राप्त नहीं होता है, तो नियोक्ता ऐसी कटौती करेगा और ऐसी कटौती दिनांक से पद्रह दिनों के भीतर इसकी सूचना कर्मचारी को दी जायेगी।

17. **क्षति या हानि के लिए कटौती की प्रक्रिया.**–यदि कोई नियोक्ता कर्मचारी के वेतन से धारा 21 की उप–धारा (1) के प्रावधान अंतर्गत नुकसान अथवा हानि के लिये कटौती करना चाहता है, तो वह –

(एक) कर्मचारी को उसकी निगरानी के लिये उसे सौंपे गये समान के नुकसान अथवा हानि अथवा धन के नुकसान के लिये जिसके लिये वह उत्तरदायी है तथा किसी प्रकार से ऐसे नुकसान अथवा हानि के लिये प्रत्यक्ष रूप से उस कर्मचारी की उदासीनता अथवा चूक उत्तरदायी है, के मूल्य के बारे में लिखित में कर्मचारी को विस्तारपूर्वक सूचित करेगा, और

(दो) कर्मचारी को स्पष्टीकरण देने का अवसर देगा तथा तत्पश्चात् किसी नुकसान अथवा हानि के लिये यदि कोई कटौती की जाती है, तो ऐसी कटौती करने की तारीख से 15 दिन के भीतर इसकी सूचना कर्मचारी को दी जाएगी।

18. **अग्रिम की वसूली के संबंध में शर्तें.**– वसूली –

(एक) धारा 23 के खण्ड (ख) के अंतर्गत नियोजन प्रारम्भ होने के पश्चात् कर्मचारी को दिया गया अग्रिम धन; अथवा

(दो) किसी कर्मचारी को वेतन का अग्रिम, जो उसने धारा 23 के खण्ड (ग) के अंतर्गत अर्जित नहीं किया है,

जैसी भी स्थिति हो, के भुगतान नियोक्ता द्वारा निर्धारित किश्तों में संबंधित कर्मचारी के वेतन से नियोक्ता द्वारा किया जाएगा, ताकि कोई एक किश्त अथवा सभी किश्तें उस वेतन अवधि में कर्मचारी की वेतन अवधि में नियम 12 में निर्दिष्ट सीमा के अधीन, वेतन के पचास प्रतिशत से अधिक नहीं होंगी तथा ऐसी वसूली का विवरण प्ररूप–चार में रखे गए पंजी में दर्ज किया जाएगा।

19. **ऋण के वसूली के लिए कटौती.**–संहिता की धारा 24 के अनुसार भवन निर्माण अथवा अन्य प्रयोजनों के लिए स्वीकृत ऋणों और उन पर देय ब्याज की वसूली हेतु कटौतियां ऐसे ऋणों को स्वीकृत करने की सीमा तथा इन पर देय ब्याज दर का विनियमन, राज्य शासन द्वारा समय–समय पर दिए गये विद्यमान निर्देश अथवा जारी दिशा निर्देशों के अध्यधीन होंगी।

अध्याय–चार
राज्य सलाहकार मंडल

20. **मंडल का गठन.**– मंडल का गठन धारा 42 की उप–धारा (4) के अधीन राज्य सरकार द्वारा किया जायेगा जो राज्य शासन द्वारा नामनिर्दिष्ट व्यक्तियो से मिलकर बनेगा।

21. **मंडल की बैठक.**– अध्यक्ष, नियम 23 के प्रावधान के अध्यधीन, किसी भी समय, जैसा कि वह उचित समझे, मण्डल की बैठक बुला सकता है, जब तक स्पष्टतः संहिता के प्रावधानों के विपरीत न हो, बैठक के लिए कम से कम आधे सदस्यों से अनुरोध प्राप्त होने पर, अध्यक्ष, इस तरह के अनुरोध के प्राप्त होने के 30 दिनो के भीतर बैठक आहूत करने के लिए बाध्य होगा।

22. **बैठक की सूचना.**– अध्यक्ष प्रत्येक बैठक की तारीख, समय एवं स्थान का निर्धारण करेंगे तथा उक्त विवरण को शामिल करते हुए बैठक में की जाने वाली कार्यसूची के साथ उल्लेखित सूचना ऐसे बैठक के निर्धारित तारीख से कम से कम 15 दिन पहले पंजीकृत डाक एवं इलेक्ट्रॉनिक माध्यम से प्रत्येक सदस्य को भेजा जाएगा:

परंतु आकस्मिक बैठक के मामले में प्रत्येक सदस्य को केवल 07 दिन की सूचना दिया जा सकता है।

23. **अध्यक्ष के कार्य.**– अध्यक्ष

(एक) मंडल की बैठको की अध्यक्षता करेंगे:

परंतु, किसी बैठक में अध्यक्ष की अनुपस्थिति में, सदस्य अपने में से उस बैठक की अध्यक्षता करने हेतु मतो के बहुमत से सदस्य का चुनाव करेंगे;

(दो) मंडल की प्रत्येक बैठक की कार्यसूची का निर्धारण करेंगे;

(तीन) जहाँ मंडल की बैठक में किसी मुद्दे का निर्णय मतदान द्वारा करना हो, वहाँ मतदान आयोजित कराऐंगे और बैठक में गुप्त मतदान की गणना करेंगे या कराने का प्रबंध करेंगे।

(चार) ऐसे अन्य कार्य करेगा जो राज्य शासन द्वारा समय–समय पर सौपे जायेंगे।

24. **बैठक के लिए गणपूर्ति.**– जब तक स्पष्टतः संहिता में इसके विपरीत उपबंधित न हो– किसी भी बैठक में तब तक कोई कार्य नहीं किया जाएगा जब तक कि कम से कम एक तिहाई सदस्य और नियोक्ता और कर्मचारी दोनों की ओर से कम से कम एक प्रतिनिधि सदस्य उपस्थित न हों:

परंतु यदि किसी बैठक में एक तिहाई सदस्यों से कम सदस्य उपस्थित है तो अध्यक्ष उस बैठक को मूल बैठक की तारीख से अधिकतम 07 दिन के लिये स्थगित कर सकते है तथा ऐसे स्थगित बैठक में कार्य का निपटान वैध हो जाएगा चाहे उपस्थित सदस्यों की संख्या कुछ भी हो:

परंतु ऐसे स्थगित बैठक की तारीख समय, स्थान एव कार्यसूची (एजेंडा) सहित सूचना, मंडल के सभी सदस्यों को इलेक्ट्रॉनिक माध्यम से अथवा पंजीकृत डाक से सूचित किया जावेगा।

25. **मंडल के कार्य का निपटान.**– मंडल के सभी कार्यों का मंडल की बैठक में विचार किया जायेगा तथा उपस्थित सदस्यों तथा मतदान करने वाले बहुमत के द्वारा कार्यों का निर्णय लिया जाएगा तथा बराबर मत होने पर अध्यक्ष का मत निर्णायक होगा:

परंतु, अध्यक्ष, यदि उचित समझे, तो निर्देश दे सकते है कि किसी मामले के संबंध मे निर्णय आवश्यक दस्तावेजों के परिचालन तथा सदस्यों का लिखित मत प्राप्त करके किया जाएगा।

इसके अलावा कि पूर्ववर्ती परंतुक के अंतर्गत किसी मामले में कोई निर्णय नहीं लिया जाएगा, जब तक कि न्यूनतम दो–तिहाई सदस्य इसका समर्थन न करे।

26. **मतदान का तरीका.**– मंडल में मतदान सामान्यतः हाथ उठाकर किया जाएगा परंतु यदि सदस्य बैलेट द्वारा मतदान की मांग करता है अथवा यदि अध्यक्ष ऐसा निर्णय लेते है, तो मतदान गुप्त बैलेट द्वारा, अध्यक्ष द्वारा यथा निर्धारित रीति से कराया जाएगा।

27. **गवाहों को आहूत करना एवं दस्तावेजों का प्रस्तुतीकरण.**– (1) अध्यक्ष अपने कर्तव्य के निर्वहन के दौरान आवश्यकता पडने पर, किसी व्यक्ति को गवाह के रूप में पेश होने के लिए और किसी भी व्यक्ति को दस्तावेज प्रस्तुत करने की आवश्यकता होने पर बुला सकते हैं।

(2) प्रत्येक व्यक्ति जिसे बुलाया जाता है और मंडल के सामने, जब वह गवाह के रूप में पेश होता है, उसके द्वारा किये व्यय के लिए, सिविल न्यायालय में पेश होने वाले

गवाहों को इस तरह के भत्ते के भुगतान के लिए लागू मापदंड अनुरूप भत्ते की पात्रता होगी।

28. **बैठक की कार्यवाही.**—(1) मंडल की प्रत्येक बैठक की कार्यवाहियाँ जिनमें अन्य बातों के साथ–साथ बैठक में उपस्थित सदस्यों के नाम दर्शाते हुए, बैठक के तुरंत बाद हर हाल में अगली बैठक से 7 दिन पहले प्रत्येक सदस्य तथा राज्य सरकार को अग्रेषित की जाएगी।

(2) मंडल की प्रत्येक बैठकों की कार्यवाहियों की अगली बैठक में आवश्यक समझे जाने वाले संशोधनों यदि कोई हो, के साथ पुष्टि की जाएगी।

29. **बोर्ड के सदस्यों का कार्यकाल.**— जब तक स्पष्टतः संहिता या नियमों में इसके विपरीत उपबंधित न हो–

(1) अध्यक्ष या सदस्य का कार्यकाल सामान्यतः तीन वर्ष होगा, जो धारा 42 की उप–धारा (4) के अधीन नियुक्ति या नामांकन की तिथि से प्रारंभ होगा:

परंतु ऐसे अध्यक्ष अथवा सदस्य, तीन वर्ष की उक्त अवधि की समाप्ति होने के बावजूद अपने उत्तराधिकारी की नियुक्ति अथवा नामांकन जैसा भी मामला हो, तक अपने पद पर बने रहेंगे।

(2) राज्य शासन के पास एक आकस्मिक रिक्ति को भरने की शक्ति होगी, और इस प्रकार नामांकित सदस्य, उस सदस्य के पद की शेष अवधि के लिए पद धारण करेगा, जिसके स्थान पर वह नामांकित है, या जब तक नियमित पदाधिकारी कार्यभार ग्रहण नहीं कर लेता, तब तक, जो भी पहले हो।

(3) मंडल के अधिकारिक सदस्य तब तक अपने पद पर बने रहेंगे जब तक कि उनका स्थान उनके जैसे अन्य अधिकारिक सदस्यों द्वारा न ले लिया जाए।

(4) उप–नियम (1), (2), एवं (3) में शामिल किसी बात के होते हुए भी मंडल के सदस्य राज्य शासन की इच्छा तक अपने पद पर बने रहेंगे।

30. **यात्रा भत्ता.**— अध्यक्ष तथा मंडल के प्रत्येक सदस्य, अपने कर्तव्यों के निर्वहन के संबंध में उसके द्वारा की गई किसी भी यात्रा के लिये, राज्य शासन के प्रथम श्रेणी अधिकारियों के लिये लागू दरों तथा शर्तों के अधीन यात्रा एवं ठहराव भत्ता प्राप्त करने के हकदार होंगे।

31. **अधिकारी एवं स्टॉफ.**– राज्य शासन मंडल के कार्य संचालन के लिये आवश्यक समझे जाने पर, एक सचिव जो छत्तीसगढ़ शासन, श्रम विभाग के उप श्रमायुक्त पद से नीचे का न हो तथा अन्य अधिकारी और कर्मचारी मंडल को उपलब्ध करा सकती है।

32. **मंडल के सदस्यों के पुनर्नामांकन हेतु पात्रता.**– एक निवृत्तमान सदस्य मंडल के सदस्यों के लिये पुनर्नामांकन हेतु पात्र होगा परंतु वह कुल दो कार्यकाल के लिये सदस्य रह सकता है।

33. **मंडल के अध्यक्ष एवं अन्य सदस्यों का त्यागपत्र.**– (1) अध्यक्ष के अलावा मंडल का सदस्य, अध्यक्ष को लिखित में सूचना देकर, अपनी सदस्यता से त्यागपत्र दे सकता है और अध्यक्ष, राज्य शासन को संबोधित एक पत्र द्वारा त्यागपत्र दे सकता है।

(2) त्यागपत्र स्वीकृति की सूचना के तारीख से अथवा नोटिस भेजने की तारीख से, जो भी पहले हो, 30 दिनों की समाप्ति पर प्रभावी होगा।

(3) जब मंडल की सदस्यता में कोई रिक्ति उद्भूत होती है या होने की संभावना होती है, तो अध्यक्ष, तुरंत राज्य शासन को एक रिपोर्ट सौंपेंगे और राज्य शासन, संहिता के प्रावधानों के अनुसार रिक्ति को भरने हेतु उपाय करेगी।

34. **सदस्यता का समाप्त होना.**– यदि मंडल का कोई सदस्य, अध्यक्ष को पूर्व सूचना दिये बिना, तीन लगातार बैठकों में अनुपस्थित हो जाता है तो वह मंडल का सदस्य नही रहेगा।

35. **अयोग्यता.**– (1) एक व्यक्ति, मंडल का सदस्य रहने और नामांकित होने के लिए अयोग्य हो जाएगा –

(एक) यदि वह सक्षम न्यायालय द्वारा विकृत चित का घोषित किया गया हो; या

(दो) यदि वह अनुन्मोचित दिवालिया है; या

(तीन) यदि संहिता लागू होने से पहले या बाद में, उसे नैतिक अधमता के दांडिक अपराध में दोष सिद्ध ठहराया गया है।

(2) यदि उप–नियम (1) के तहत् अयोग्य ठहराये जाने के संबंध में कोई प्रश्न उठाता है तो राज्य शासन का निर्णय अंतिम होगा।

अध्याय–पाँच
बकाया का भुगतान, दावे इत्यादि

36. **कर्मचारी की मृत्यु होने पर निर्देशिती को असंवितरित देय राशि का भुगतान.**– (1) (क) धारा 44 की उप–धारा (1) के खण्ड (क) के अनुसरण में, प्रत्येक कर्मचारी प्ररूप–सात

में भौतिक रूप से या इलेक्ट्रॉनिक रूप से घोषणा करेगा, जिसमें वह किसी व्यक्ति को नामित करेगा, जिसे उसकी मृत्यु की स्थिति में वह राशि प्राप्त करने का अधिकार होगा जो उसके खाते में जमा है, चाहे वह राशि अभी देय न हुई हो, या फिर देय हो गई हो लेकिन उसका भुगतान अभी तक न किया गया हो।

(ख) यदि नामांकन करते समय कर्मचारी का कोई परिवार है, तो नामांकन उसके पति/पत्नी के पक्ष में अथवा उसके बाद उसके परिवार के एक या अधिक सदस्यों के पक्ष में किया जाएगा:

परंतु यह कि किसी कर्मचारी द्वारा, जिसका अपना परिवार है, अपने परिवार के सदस्य के अलावा किसी अन्य व्यक्ति के पक्ष में किया गया नामांकन अवैध होगा:

परंतु यह और प्रावधान है कि कर्मचारी द्वारा अपने विवाह के पश्चात् अपने जीवनसाथी के लिए नया नामांकन किया जाएगा तथा ऐसे विवाह से पूर्व किया गया कोई भी नामांकन अवैध माना जाएगा।

(ग) जहाँ नामांकन पूर्णतः या अंशतः अवयस्क के पक्ष में है, वहाँ कर्मचारी अपने परिवार के किसी वयस्क व्यक्ति को अवयस्क नामिती का संरक्षक नियुक्त कर सकता है, अथवा जहाँ परिवार में कोई वयस्क व्यक्ति नहीं है, वहां वह अपने विवेकानुसार किसी अन्य व्यक्ति को अवयस्क नामिती का संरक्षक नियुक्त कर सकता है।

(घ) यदि कर्मचारी एक से अधिक सदस्यों को नामित करता है, तो वह नामांकन मे अपने विवेकानुसार अपने प्रत्येक नामिती को देय राशि या अंश निर्दिष्ट करेगा, ताकि उसके खाते में जमा पूरी राशि को कवर किया जा सके।

(2) जब संहिता के अंतर्गत कर्मचारी को देय कोई राशि उसकी मृत्यु अथवा उसका ठिकाना नही पता होने के कारण उसको देना बकाया है, तथा इस राशि के कर्मचारी को देय होने की तारीख से तीन माह की समाप्ति तक कर्मचारी के नामिती को यह राशि भुगतान नही की जा सकी, तो नियोक्ता द्वारा यह राशि क्षेत्राधिकार वाले सहायक श्रमायुक्त/श्रम पदाधिकारी के पास जमा की जावेगी, जो उसके पास राशि जमा कराने की तारीख के दो माह के अंदर कर्मचारी द्वारा नामित व्यक्ति की पहचान का पता लगाकर उस राशि का वितरण करेगा।

37. कर्मचारी की मृत्यु होने पर असंवितरित बकाया जमा करना.– (1) जहां धारा 44 की उप–धारा (1) के खण्ड (ख) के अधीन किसी कर्मचारी को देय कोई राशि कर्मचारी द्वारा नामांकन नहीं करने के कारण अथवा अन्य किसी कारण से असंवितरित रह जाती है, तथा इस राशि के देय होने की तारीख से छः माह की समाप्ति तक कर्मचारी के नामिति को इस राशि का भुगतान नही किया जा सका, तो नियोक्ता द्वारा ऐसी सम्पूर्ण राशि छः माह की उक्त अवधि के अंतिम दिन से 15 दिन की समाप्ति के पहले उस क्षेत्राधिकार वाले सहायक श्रमायुक्त/श्रम पदाधिकारी के पास जमा की जाऐगी।

(2) उप–नियम (1) में संदर्भित राशि नियोक्ता द्वारा क्षेत्राधिकार वाले सहायक श्रमायुक्त/श्रम पदाधिकारी के पास बैंक अंतरण अथवा भारत में किसी अनुसूचित बैंक से उस सहायक श्रमायुक्त/श्रम पदाधिकारी के पक्ष में जारी रेखांकित डिमांड ड्राफ्ट के माध्यम से जमा की जाएगी।

38. असंवितरित जमा राशि के निपटान की रीति.– (1) नियम 37 के उप–नियम (1) में निर्दिष्ट राशि (जिसे इस नियम में आगे राशि कहा गया है) क्षेत्राधिकार रखने वाले श्रम पदाधिकारी या सहायक श्रम आयुक्त के पास जमा की जाएगी और उसके पास ही रहेगी तथा अनुसूचित बैंक में केंद्र या राज्य सरकार की प्रतिभूतियों में सावधि जमा के रूप में निवेश की जाएगी।

(2) क्षेत्राधिकार रखने वाले श्रम पदाधिकारी या सहायक श्रम आयुक्त यथाशीघ्र राशि के संबंध में ऐसी जानकारी सूचना बोर्ड पर कम से कम पंद्रह दिनों के लिए नोटिस प्रदर्शित करेगा, जिसे श्रम पदाधिकारी या सहायक श्रम आयुक्त सूचना के लिए पर्याप्त समझते है और साथ ही उस नोटिस को उस क्षेत्र में प्रचलित स्थानीय भाषा के किन्हीं दो समाचार पत्रों में प्रकाशित करेगा जहाँ अवितरित मजदूरी अर्जित की गई थी।

(3) क्षेत्राधिकार रखने वाले श्रम पदाधिकारी या सहायक श्रम आयुक्त नामित व्यक्ति या उस व्यक्ति को राशि जारी करेगा जिसने ऐसी राशि का दावा किया है, जैसा भी मामला हो, जिसके पक्ष में श्रम पदाधिकारी या सहायक श्रम आयुक्त ने सुनवाई का अवसर देने के बाद भुगतान की जाने वाली राशि का निर्णय किया है।

(4) यदि यह असंवितरित राशि सात वर्ष के लिए अदावाकृत रहती है, तो इसका निपटान इस संबंध में राज्य शासन द्वारा समय–समय पर जारी प्रशासकीय निर्देश के अनुरूप किया जाएगा।

अध्याय–छः
प्रपत्र, पंजी एवं वेतन पर्ची

39. विवरणियां.– व्यावसायिक, सुरक्षा स्वास्थ्य और कार्य दशाए संहिता, 2020 (2020 का 37) के अंतर्गत बनाए गए नियमों में किसी प्रतिष्ठान, जिस पर यह संहिता लागू होती है, के प्रत्येक नियोक्ता द्वारा ऐसे प्रयोजनों के लिए निर्धारित प्रपत्र के संबंधित कॉलमों में इलेक्ट्रॉनिक रूप से विवरणी दाखिल की जायेगी। ऐसे विवरणी की एक प्रति उस क्षेत्र के लिए नियुक्त निरीक्षक सह सेवा प्रदाता को भी इलेक्ट्रॉनिक रूप से भेजी जाएगी।

40. **दावे दाखिल करने के लिए प्ररूप और प्रक्रिया.**– (1) धारा 45 की उप–धारा (5) के अंतर्गत आवेदन प्ररूप–दो में एकल आवेदन मैन्युअल रूप से या इलेक्ट्रॉनिक रूप से उक्त प्ररूप में निर्दिष्ट दस्तावेजों के साथ दायर किया जा सकता है।

(2) जहाँ धारा 45 की उप–धारा (5) के अधीन कोई आवेदन ग्रहण किया जाता है, वहां प्राधिकारी नियोक्ता को प्ररूप–आठ में इलेक्ट्रॉनिक रूप से या पंजीकृत डाक द्वारा एक नोटिस तामील करेगा कि वह नोटिस में विनिर्दिष्ट तारीख को सभी सुसंगत दस्तावेजों और साक्षियों, यदि कोई हो, के साथ उसके समक्ष उपस्थित हो और आवेदक को इस प्रकार विनिर्दिष्ट तारीख की सूचना देगा।

(3) यदि नियोक्ता या उसका प्रतिनिधि निर्दिष्ट तिथि को उपस्थित होने में असफल रहता है, तो प्राधिकारी आवेदन पर सुनवाई कर, उस पर एकपक्षीय निर्णय दे सकेगा।

(4) यदि आवेदक अथवा उसका प्रतिनिधि अग्रिम रूप से कोई तर्कसंगत कारण दिये बिना निर्धारित तारीख को उपस्थित नही होता है तो प्राधिकारी आवेदन को खारिज कर सकता है।

(5) धारा 45 की उप–धारा (5) के तहत् नियोजित व्यक्तियों के एक समूह के संबंध में उनकी ओर से एक एकल आवेदन प्ररूप–दो में निर्दिष्ट तरीके से प्रस्तुत किया जा सकता है यदि वे एक ही प्रतिष्ठान में कार्य करते हो और उनका दावा समान वेतन अवधि या अवधियों या एक ही भेद की घटना से संबंधित है।

(6) प्राधिकारी उप–नियम (1) के तहत् प्रस्तुत किए गए किसी भी अलग–अलग लंबित आवेदनों से उप–नियम (2) के तहत् प्रस्तुत एकल आवेदन के रूप में विचार कर सकता है।

41. **अपील दायर करने की प्रक्रिया.**– (1) धारा 45 की उप–धारा (2) के अधीन प्राधिकारी द्वारा पारित आदेश से व्यथित कोई व्यक्ति धारा 49 की उप–धारा (1) के अधीन प्ररूप–तीन में इलेक्ट्रॉनिक रूप से या पंजीकृत डाक द्वारा, अपीलकर्ता द्वारा उक्त प्ररूप

में उल्लिखित दस्तावेजों के साथ, अधिकारिता रखने वाले अपीलीय प्राधिकारी को अपील कर सकता है।

बशर्ते कि नियोक्ता द्वारा की गई कोई अपील तब तक स्वीकार नहीं की जाएगी जब तक कि अपील करते समय अपीलकर्ता ने अपीलीय प्राधिकारी के पास उस निर्देश के तहत देय राशि जमा नहीं कर देता, जिसके खिलाफ अपील की गई है।

(2) यदि धारा 49 की उप–धारा (1) के अंतर्गत किसी अपील पर विचार किया जाता है तो अपीलीय प्राधिकारी के सामने उपस्थिति की पहली तारीख से पहले, आवेदक, जिसके विरूद्ध उक्त अपील लाया गया है, उन पक्षकार (या पक्षकारों) के लिए अपील की एक ऐसी प्रति प्रदान करेगा और पक्षकार (या पक्षकारों) को उपस्थिति के लिए तय की गई तारीख, समय और स्थल के बारे में प्ररूप–आठ में इलेक्ट्रॉनिक अथवा पंजीकृत डाक द्वारा सूचित करेगा।

(3) अपीलीय प्राधिकारी अपीलकर्ता और प्रतिवादी के साथ सुनवाई करने के बाद आदेश द्वारा अपील पर निर्णय लेगा।

(4) यदि पक्षकार (या पक्षकारों), जिनके विरूद्ध अपील किया गया है, वह उपस्थिति की पहली तारीख को उपसंजात होने में विफल रहता है तो प्राधिकारी या अपीलीय प्राधिकारी उक्त पक्षकार (या पक्षकारों) के अपील की प्रति पंजीकृत डाक और इलेक्ट्रॉनिक माध्यम से तामिल कराएगा।

(5) पक्षकार (या पक्षकारों), जिसके विरूद्ध अपील दायर किया गया है, उनकी उपस्थिति होने पर प्राधिकारी या अपीलीय प्राधिकारी जवाब दाखिल करने के लिए ऐसे पक्षकार (या पक्षकारों) को अवसर प्रदान कर सकता है।

(6) प्रतिपादन पूर्ण होने पर, प्राधिकारी साक्ष्यों की सुनवाई के लिए तारीख तय कर सकता है, और उसके बाद प्राधिकारी/अपीलीय प्राधिकारी तर्क सुनने की कार्यवाही कर सकता है, और दायर अपील निर्णित कर सकता है।

(7) यदि अनावेदक या उसका प्रतिनिधि निर्दिष्ट तिथि पर उपस्थित होने में विफल रहता है, तो प्राधिकारी आवेदन पर सुनवाई कर, एक पक्षीय निर्णय निर्धारित कर सकता है।

(8) यदि आवेदक या उसका प्रतिनिधि, निर्दिष्ट तिथि को उपस्थित होने में विफल रहता है, तो प्राधिकारी आवेदन को खारिज कर सकता है।

42. (क) **पंजी इत्यादि का प्ररूप**.– (1) धारा 19 की उप–धारा (8) में संदर्भित सभी जुर्माने एवं उनकी वसूलियों का विवरण, नियोक्ता द्वारा इन नियमों के साथ संलग्न

प्ररूप–चार के रूप में रखे जाने वाले पंजी में इलेक्ट्रॉनिक रीति से अथवा अन्य रूप से रखा जाएगा तथा उक्त उप–धारा (8) में संदर्भित प्राधिकारी, उस क्षेत्र के सहायक श्रमायुक्त अथवा श्रम पदाधिकारी होंगे।

(2) धारा 21 की उप–धारा (3) में संदर्भित सभी कटौतियों एवं वसूलियों का विवरण नियोक्ता द्वारा इन नियमों के साथ संलग्न प्ररूप–चार के रूप में रखे जाने वाले पंजी में इलेक्ट्रॉनिक माध्यम से अथवा अन्य रूप में रखा जाएगा।

(3) किसी भी प्रतिष्ठान का प्रत्येक नियोक्ता जिस पर यह सहिता लागू होती है, वह धारा 50 की उप–धारा (1) के तहत् कर्मचारियों एवं श्रमिकों का विवरण इलेक्ट्रॉनिक अथवा अन्य किसी रूप मे निम्नलिखित प्ररूप में पंजी रखेगा:

(एक) प्ररूप–एक में कर्मचारी रजिस्टर।

(दो) प्ररूप–चार मे क्षति और हानि के लिये वेतन, ओवरटाईम, अग्रिम, जुर्माना और कटौती का रजिस्टर, तथा

(तीन) प्ररूप–नौ में उपस्थिति रजिस्टर सह मस्टर रोल।

(4) प्रत्येक नियोक्ता, प्ररूप–सात में प्रत्येक कर्मचारी/श्रमिक से नामांकन प्ररूप भरवायेगा।

(ख) इन नियमों के अधीन बनाए रखे जाने वाले रजिस्टरों को उनमें की गई अंतिम प्रविष्टि की तारीख से पांच वर्ष की अवधि तक संरक्षित रखा जाएगा।

43. वेतन पर्ची.– प्रत्येक नियोक्ता वेतन के भुगतान के समय अथवा उससे पहले, धारा 50 की उप–धारा (3) के अंतर्गत प्ररूप–पाँच में अपने कर्मचारियों एवं श्रमिकों को इलेक्ट्रॉनिक अथवा अन्य रीति से वेतन पर्ची जारी करेगा।

अध्याय–सात
निरीक्षण और कार्यान्वयन

44. अपराधों के प्रशमन का तरीका.– (1) यदि कोई दोषी व्यक्ति धारा 56 की उप–धारा (1) के तहत अपराध का प्रशमन चाहता है, तो वह उप–धारा (1) के अंतर्गत अधिसूचित राजपत्रित अधिकारी को प्ररूप–छः में इलेक्ट्रॉनिक रूप से अथवा अन्य रूप से आवेदन कर सकता है।

(2) उप–नियम (1) में संदर्भित राजपत्रित अधिकारी ऐसे आवेदन की प्राप्ति पर स्वयं सुनिश्चित करेगा कि वह अपराध, संहिता के अंतर्गत शमन योग्य है या नहीं और यदि अपराध शमन योग्य है तथा दोषी व्यक्ति शमन के लिये सहमत हो जाता है, तो संहिता के अंतर्गत ऐसे अपराध के लिये उपबंधित अधिकतम जुर्माने की पचास

प्रतिशत राशि पर अपराध की सुलह कर, ऐसे अधिकारी द्वारा जारी शमन आदेश के 30 दिनों के भीतर दोषी व्यक्ति द्वारा भुगतान किया जाएगा।

(3) प्रशमन अधिकारी प्ररूप 6 के भाग–ख में प्रशमन राशि की प्राप्ति के दस दिनों के भीतर ऐसे व्यक्ति को प्रशमन प्रमाणपत्र जारी करेगा, कि प्रशमन नोटिस की अनुपालन में ऐसी राशि प्राप्त की गई है।

(4) यदि कोई अभियुक्त व्यक्ति नोटिस प्राप्ति के पश्चात्, प्रशमन अधिकारी द्वारा निर्दिष्ट समय के भीतर प्रशमन राशि जमा करने में विफल रहता है, तो सक्षम न्यायालय के समक्ष ऐसे व्यक्ति के विरूद्ध उन अपराधों के संबंध में अभियोजन आरम्भ किया जाएगा जिनके संबंध में शमन नोटिस जारी किया गया है।

(5) जहाँ अभियोजन संस्थित करने के पश्चात् उप–नियम (2) के अंतर्गत अपराध में सुलह की गई है, वहां वह अधिकारी, अपने द्वारा जारी किये गये ऐसे आदेश की प्रति धारा 56 की उप–धारा (6) के अंतर्गत आवश्यक कार्यवाही हेतु धारा 53 की उप–धारा (1) में सदर्भित अधिकारी को भेजेगा।

45. **जाँच करने का रीति.**– जब धारा 53 की उप–धारा (1) के अंतर्गत राज्य शासन द्वारा अधिसूचित अधिकारी के समक्ष उक्त उप–धारा में संदर्भित अपराध के संबंध मे कोई भी शिकायत राज्य शासन द्वारा प्राधिकृत अधिकारी अथवा पीडित कर्मचारी अथवा औद्योगिक सबंध संहिता, 2020 के अंतर्गत पंजीकृत श्रमिक संघ अथवा किसी निरीक्षक सह सुविधाप्रदाता द्वारा शिकायत दर्ज की जाती है, तो राज्य शासन द्वारा अधिसूचित अधिकारी, केन्द्र सरकार द्वारा विहित तरीके से प्रकरण का सुनवाई कर निराकरण करेगा।

छत्तीसगढ़ के राज्यपाल के नाम से तथा आदेशानुसार,
विपुल कुमार गुप्ता, उप–सचिव.

प्ररूप–एक
(नियम 42 (क) (3) देखिये)
कर्मचारी पंजी

कर्मचारी पंजी		
स्थापना का नाम		
नियोक्ता का नाम		
स्वामी का नाम		
नियोजक का पैन/टैन का विवरण		
स्थापना का पंजीयन नंबर (श्रमिक पहचान संख्या (लिन) स्थापना का पंजीयन नंबर होगा)		
1.	कर्मचारी कोड	
2.	नाम	
3.	उपनाम	
4.	वर्ग (सामान्य/अन्य पिछड़ा वर्ग/अनु.जाति/अनु.जनजाति)	
5.	लिंग	
6.	पिता/माता/पति/पत्नी का नाम	
7.	जन्मतिथि	
8.	जन्म स्थान	
9.	राष्ट्रीयता	
10.	शैक्षणिक स्तर	
11.	पदभार ग्रहण करने की तारीख	
12.	पदनाम	
13.	कौशल का वर्ग (उच्च कुशल/कुशल/अर्द्ध कुशल/अकुशल)	
14.	नियोजन का प्रकार (स्थायी/अस्थायी/नियत कालिक/प्रशिक्षु/बदली श्रमिक)	
15.	पद स्थापना का विवरण	
16.	वेतन	
17.	पदोन्नति	
18.	मोबाईल नंबर	
19.	यूनिवर्सल एकाउंट नंबर (यू.ए.एन)	

20.	पेन नंबर	
21.	नामित का नाम (नामित प्रपत्र में भरे गये अनुसार)	
22.	परिवार का विवरण	
23.	ई.पी.एस. / एन.पी.एस.	
24.	ई.एस.आई.सी.–बीमित व्यक्ति नंबर	
25.	आधार नंबर	
26.	बैंक खाता नंबर	
27.	बैंक का नाम	
28.	बैंक शाखा का नाम (आई.एफ.एस.सी. विवरण)	
29.	वर्तमान पता	
30.	स्थायी पता	
31.	सेवा पुस्तिका नंबर	
32.	सेवा से पृथक होने की तिथि	
33.	सेवा से पृथक होने का कारण	
34.	पहचान चिन्ह	
35.	फोटो	
36.	हस्ताक्षर नमूना / अंगूठे का निशान	
37.	टिप्पणियाँ	

* (अत्यधिक कुशल / कुशल / अर्द्धकुशल / अकुशल)

** (स्थायी / अस्थायी / निर्धारित अवधि / प्रशिक्षु / बदली)

प्ररूप–दो

(नियम 40 (1) (5) देखियें)

(धारा 45 की उप–धारा (5) के अधीन एकीकृत आवेदन)

मजदूरी संहिता, 2019 (2019 का 29) की धारा 45 की उप–धारा (1) के अधीन

नियुक्त प्राधिकारी के समक्ष

..... के लिए क्षेत्र .....

आवेदन संख्या .....20 ..... का

आवेदक का नाम ..... अन्य (आवेदकगणों की संख्या).....

(संबंधित कर्मचारियों अथवा पंजीकृत व्यवसायिक संघ अथवा निरीक्षक सह सुविधा प्रदाता के माध्यम से)

पता.....

और

अनावेदक/अनावेदक गणों का नाम .....पता.....

.....के बीच इस आवेदन में निम्नलिखित का उल्लेख किया गया है:

(1) आवेदक/आवेदकों जिनका/जिनके नाम संलग्न अनुसूची में दिए गए है, वर्ष .....से ..... तक ..... प्रवर्ग/श्रेणी के कार्य में ..... संस्थान में नियोजित था/थी/थे, श्री/मेसर्स ..... के ..... (प्रतिष्ठान) में .....कार्य की प्रकृति में नियुक्त किया गया था, जो मजदूरी संहिता, 2019 की परिधि में आते है।

(2) प्रतिवादी मजदूरी संहिता, 2019 की धारा 2 की उप–धारा (1) के प्रयोजन के अंतर्गत नियोक्ता है/हैं

(3) (क) आवेदक/आवेदकों को ..... से ..... तक की अवधि के लिए ..... रूपये प्रति दिन के हिसाब से इस संहिता के अंतर्गत कर्मचारी/कर्मचारियों की उनकी श्रेणी/श्रेणियों के लिए निर्धारित न्यूनतम वेतन की दरों से कम वेतन का भुगतान किया गया है।

(ख) आवेदक/आवेदकों को ..... से ..... तक की अवधि के लिए ..... रूपये प्रति दिन के हिसाब से साप्ताहिक अवकाश हेतु इस संहिता के अंतर्गत कर्मचारी/कर्मचारियों को उनकी श्रेणी/श्रेणियों के लिए निर्धारित न्यूनतम वेतन की दरों से कम वेतन का भुगतान किया गया है।

(ग) आवेदक/आवेदकों को ..... से ..... तक की अवधि के लिए अधिसमय दर/दरों पर वेतन का भुगतान नहीं किया गया है।

(घ) आवेदक/आवेदकों को ..... से..... तक की अवधि के लिए वेतन का भुगतान नही किया गया है।

(ङ) आवेदक/आवेदकों के वेतन/वेतनों से जो कटौती की गई है वह इस संहिता का उल्लंघन है। कटौती का ब्यौरा जिसका विवरण इस आवेदन के साथ संलग्न अनुबंध मे दर्शाया गया है।

(च) आवेदक/आवेदकों को लेखा वर्ष..... के लिए न्यूनतम बोनस का भुगतान नही किया गया है।

(4) आवेदक/आवेदकों से प्रत्येक राशि पर स्वयं मांगी गई राहत राशि का मूल्य निम्नानुसार आंकलित करता/करते है/हैं–

(क) ..... ₹

(ख) ..... ₹

(ग) ..... ₹

कुल ..... ₹

(5) आवेदक अनुरोध करता/करते है कि मजदूरी संहिता, 2019 की धारा 45 की उप–धारा (2) के अधीन निम्नलिखित के लिए निर्देश जारी किया जाए:

(क) संहिता के अंतर्गत देय वेतन और वास्तव में भुगतान किए गए वेतन के बीच के अंतर का भुगतान।

(ख) विश्राम के दिवसों के लिए पारिश्रमिक का भुगतान।

(ग) अधिसमय दरों पर वेतन का भुगतान

(घ) ..... रूपये का मुआवजा

(6) आवेदक/आवेदकगण एतद्द्वारा यह घोषणा करता है/करते है कि इस आवेदन मे उल्लिखित तथ्य उनकी अधिकतम जानकारी, विश्वास और सूचना के अनुसार सत्य है।

दिनांक.....

नियुक्त किए गए व्यक्ति/व्यक्तियो अथवा किसी पंजीकृत ट्रेड यूनियन
द्वारा विधिवत प्राधिकृत किसी अधिकारी अथवा
निरीक्षक–सह–सुविधा प्रदाता के हस्ताक्षर अथवा अंगूठे का निशान।

टीप: आवेदक, यदि आवश्यक हो, तो इस आवेदन के साथ ब्यौरो से संबंधित दस्तावेज संलग्न कर सकता है/सकते हैं।

प्ररूप–तीन
(नियम 41 (1) देखिये)

मजदूरी संहिता, 2019 के अधीन अपील प्राधिकारी के समक्ष, वेतन संहिता की धारा 49 की उप–धारा (1) के अधीन अपील

अपीलार्थी / अपीलार्थियों के नाम.....पता.....

विरूद्ध

उत्तरार्थी / उत्तरार्थियों के नाम.....पता.....

अपील का ब्यौरा

1. उस आदेश का विवरण, जिसके विरूद्ध अपील की गई है:
   आदेश क्रमांक और दिनांक :

   प्राधिकारी जिसके द्वारा आदेश पारित किया है:
   आदेशित राशि:

   मुआवजा हेतु पारित आदेश, यदि कोई हो तो:
2. प्रकरण के तथ्य:

   (इसमें तथ्यों का कालक्रमानुसार एक संक्षिप्त विवरण दें, जहाँ तक संभव हो प्रत्येक अनुच्छेद में एक अलग मामले अथवा तथ्य का उल्लेख किया जाए)
3. अपील के आधार:
4. यह प्रकरण पूर्व में किसी अन्य न्यायालय अथवा किसी अपील प्राधिकारी के पास दर्ज अथवा लंबित ना हो:
   अपीलार्थी आगे यह घोषणा करता है कि उसने इस मामले के संबध मे जिसमें यह अपील की गई है, पहले कोई अपील, रिट याचिका अथवा वाद किसी न्यायालय अथवा किसी अन्य प्राधिकारी अथवा अपील प्राधिकारी के समक्ष दायर नहीं किया है और ना ही ऐसी कोई अपील, रिट याचिका या वाद इनमे से किसी के पास लंबित है।
5. मांगी गई राहत:
   ऊपर उल्लिखित तथ्यों को ध्यान में रखते हुए अपीलार्थी निम्नलिखित राहत प्रदान करने का अनुरोध करता है:–
   (नीचे मांगी गई राहत / राहतों का उल्लेख करें)
6. संलग्न दस्तावेजों की सूची:

   1.
   2.
   3.
   4.

.....

तारीख:
स्थान:

अपीलार्थी का हस्ताक्षर

कार्यालय उपयोग के लिए

.....

दायर करने की तारीख

अथवा

डाक द्वारा प्राप्त करने की तारीख

पंजीकरण संख्या

प्राधिकृत हस्ताक्षरकर्ता

प्ररूप–चार

(नियम 18 एवं 42 (क) (2) देखिये)

मजदूरी, अधिसमय, अग्रिम, जुर्माना, क्षति एवं घाटे हेतु कटौती पंजी

प्रतिष्ठान का नाम	
नियोजक का नाम	
स्थानी का नाम:	
नियोक्ता का पैन / टैन	
स्थापना का पंजीयन नंबर (अभिक पहचान संख्या (लिन) स्थापना का पंजीयन नंबर होगा)	

सं.क्र.	कर्मचारी रजिस्टर मे क्रम संख्या / कर्मचारी कोड	कर्मचारी का नाम	पदनाम	विभाग	मजदूरी भुगतान की अवधि (मासिक / पाक्षिक / साप्ताहिक / दैनिक / ईकाई दर)	मजदूरी की अवधि से– तक	मजदूरी की अवधि तक कुल कार्य दिवस	कुल अधिसमय कार्य के घंटे अथवा ईकाई दर स्थिति मे कुल अधिक उत्पादित ईकाई	मजदूरी की दर		
									मूल वेतन	महगाई भत्ता	अन्य भत्ते
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

अर्जित मजदूरी राशि					कटौती							कुल भुगतान राशि
मूल वेतन	महगाई भत्ता	अन्य भत्ते	अधिसमय	कुल अर्जित मजदूरी राशि	ई.पी. एफ.	ई.एस. आई.सी.	सोसायटी	आयकर	बीमा	अन्य	योग	
(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)

जुर्माना की प्रकृति, दिनांक, जिस अधिनियम अथवा उल्लंघन हेतु लगाया गया है	लगाया गया जुर्माना राशि	कर्मचारी की अनदेखी अथवा गलती के कारण नियोक्ता को हुए अति अथवा घाटे का विवरण	जुर्माना की वसूली	क्षति / घाटा वसूली	कुल कटौती	कुल वास्तविक भुगतान	भुगतान की विधि	कर्मचारी की पावती / बैंक से लेन देन आई. डी.	नियोजक अथवा नियोजक के प्रतिनिधि का हस्ताक्षर*
(26)	(27)	(28)	(29)	(30)	(31)	(32)	(33)	(34)	(35)

टीप :– पंजी के भौतिक संधारण की स्थिति में आवश्यक।

प्ररूप–पाँच
(नियम 43 देखिये)
वेतन पर्ची

जारी करने की तारीख:.....

प्रतिष्ठान का नाम ..... पता..... अवधि.....

1. कर्मचारी का नाम:

2. पिता/माता/पति या पत्नी का नाम :

3. पदनाम:

4. यू.ए.एन:

5. बैंक खाता संख्या:

6. मजदूरी अवधि:

7. देय वेतन के दर : क.) मूल ख.) महंगाई भत्ता ग) अन्य भत्ते

8. कुल उपस्थिति/किए गए कार्य की इकाई:

9. अधिरागय मजदूरी:

10. देय सकल मजदूरी:

11. कुल कटौती: क.) भविष्य निधि ख.) ई.एस.आई ग) अन्य

12. भुगतान किया गया कुल वेतन:

नियोजक/पे–इंचार्ज के हस्ताक्षर

प्ररूप–छः

(नियम 44 (1) देखिये)

अपराध के कृत्य के लिए धारा 56 की उप–धारा (4) के अधीन आवेदन

1. आवेदक का नामः

2. पिता / माता / पति या पत्नी का नाम :

3. आवेदक का पताः

4. अपराध का विवरणः .....

.....

.....

.....

5. संहिता की धारा जिसके अधीन अपराध किया गया हैः

.....

6. संहिता के अधीन अपराध के लिए प्रावधानित अधिकतम जुर्मानाः

.....

7. क्या आवेदक के विरूद्ध कोई अभियोजन लंबित है या नहीं:

8. क्या यह अपराध पहला अपराध है या आवेदक ने अपराध से पहले कोई अन्य अपराध किया था। यदि हां, तो पूर्व के अपराध का पूर्ण विवरण दें:

.....

.....

.....

9. कोई अन्य सूचना जो आवेदक प्रदान करना चाहता हो:

.....

.....

.....

आवेदक

(नाम और हस्ताक्षर)

तारीख :

भाग–ख
(नियम 44 (3) देखिये)
शमन प्रमाणपत्र

संदर्भ : सूचना संख्या ..... तारीख :

यह प्रमाणित किया जाता है कि धारा 54 की उपधारा ..... के अधीन वह अपराध जिसके संबंध में श्री ..... (आवेदक), ... (संस्थान का नाम और रजिस्ट्रीकरण संख्या) के नियोक्ता को तारीख ..... को नोटिस संख्या जारी की गई थी, उक्त नोटिस के संतोषजनक अनुपालन में अपराधों के निपटारे के लिए रु. ..... (रूपए) .....) की पूरी रकम जमा करने के कारण शमित कर दिया गया है।

(हस्ताक्षर)
अधिकारी का नाम और पदनाम

तारीख :
स्थान :
प्रति :
..... (नियोक्ता / स्थापना)
..... (नाम और रजिस्ट्रीकरण संख्या)
..... (पता)

प्ररूप–सात
(नियम 42 (क) (4) देखिये)
नामांकन का प्ररूप

1. नामांकनकर्ता व्यक्ति का नाम (बड़े अक्षरों में) : .....

2. पिता / माता / पति या पत्नी का नाम: .....

3. जन्मतिथि : .....

4. लिंग : .....

5. वैवाहिक स्थिति : .....

6. पता :
स्थाई : .....
अस्थाई : .....

मैं एतद्द्वारा नामांकन / पूर्व में मेरे द्वारा किये गये व्यक्ति / व्यक्तियो के नामांकन को निरस्त कर निम्नानुसार उल्लिखित व्यक्तियों को नियोजक से मेरी मृत्यु के पश्चात् प्राप्त होने वाली किसी भी प्रकार की राशि प्राप्त करने हेतु नामांकित करता हूं :–

नामित / नामितों के नाम	पता	कर्मचारी से नामित का रिश्ता	जन्मतिथि	कुल संग्रह राशि में से प्रत्येक नामित को प्राप्त होने वाली राशि का भाग	यदि अवयस्क है तो नामित पालक का नाम, रिश्ता एवं पता जो अवयस्कता अवधि तक नामित का भाग प्राप्त करेगा
(1)	(2)	(3)	(4)	(5)	(6)

(1) सत्यापित करता हूं कि मेरा कोई परिवार नहीं है यदि मेरा परिवार बनता है तो उपरोक्त नामांकन निरस्त मान्य किया जाये।

(2) सत्यापित करता हूं कि मेरे पिता / माता मुझ पर निर्भर है।

(3) जो लागू न हो उसे हटा देवे।

कर्मचारी के हस्ताक्षर अथवा अंगूठे का निशान

नियोजक का प्रमाण पत्र

सत्यापित किया जाता है कि श्री/श्रीमती/कु0 ..... जो मेरे संस्थान में कार्यरत है के नामांकन हेतु उपरोक्त घोषणा जिसे उसके द्वारा स्वयं पढ़ा गया अथवा मेरे द्वारा पढ़कर उन्हें सुनाया गया, जैसी भी स्थिति हो, इंद्राज की पुष्टि के पश्चात् उनके द्वारा मेरे समक्ष हस्ताक्षर/अंगूठे का निशान लगाया गया।

नियोजक के हस्ताक्षर अथवा स्थापना द्वारा अधिकृत अन्य अधिकारी के हस्ताक्षर एवं पदनाम

स्थान :
तारीख :

कारखाना/स्थापना का नाम एवं पता तथा रबर स्टॉम्प सील

कर्मचारी द्वारा पावती

मुझे मेरे द्वारा भरे गए और नियोक्ता द्वारा सम्यक रूप से प्रमाणित प्ररूप–7 में नामांकन की प्रतिलिपि प्राप्त हुई।

तारीख .....

कर्मचारी के हस्ताक्षर

प्ररूप–आठ
(नियम 40 (2) एवं 41 (2) देखिये)

(अ) धारा 45 की उप–धारा (5) के अधीन प्राधिकारी द्वारा प्रतिवादी को जारी किये जाने वाले सूचना पत्र प्ररूप (आवेदन का शीर्षक)

प्रति,

नाम .....

पता .....

यतः, (आवेदक का नाम) ने मजदूरी संहिता, 2019 के अधीन मुझे उक्त आवेदन किया गया है, आपको इस सूचना द्वारा व्यक्तिगत रूप से या विधिवत अधिकृत प्रतिनिधि को मेरे सामने पेश होने के लिए तलब किया जाता है एवं आवेदन से संबंधित सभी तथ्यों, प्रश्नों का उत्तर देना आवश्यक है या हो सकता है आपके द्वारा अधिकृत किसी व्यक्ति के द्वारा जो प्रश्नों के उत्तर देने में सक्षम हो, के लिए निर्धारित दिनांक ..... को पूर्वान्ह/अपरान्ह ..... बजे आवेदन में दावे का जवाब देने के लिए और आवेदन के अंतिम निराकरण के लिए नियत किया जाता है, निर्धारित तिथि को आप अपने बचाव के समर्थन के उद्देश्य से अपने गवाहों एवं साक्ष्य और दस्तावेज जिस पर आपको विश्वास हो, के साथ उपस्थित रहे।

उपरोक्त उल्लिखित तिथि पर आपकी उपस्थित रहने में असमर्थ होने की दशा में आपकी अनुपस्थिति में ही आवेदन की सुनवाई कर प्रकरण का निपटारा कर दिया जायेगा।

दिनांकः– ..... प्राधिकारी के हस्ताक्षर एवं सील

(ब) धारा 49 की उप–धारा (1) के अधीन अपीलीय प्राधिकारी द्वारा प्रतिवादी को जारी किये जाने वाले सूचना पत्र का प्ररूप
(अपील का शीर्षक)

प्रति,

नाम .....

पता .....

अवगत हो कि वेतन संहिता की धारा 49 के अधीन इस अपील प्राधिकारी के समक्ष .... (अपीलकर्ता का नाम) द्वारा एक अपील (जिसकी प्रतिलिपि संलग्न है) प्रस्तुत की गई है जिसके सबंध में इस अपीलीय प्राधिकारी द्वारा दिनांक ..... का .....बजे तिथि सुनवाई हेतु नियत की जाती है।

उपरोक्त उल्लिखित तिथि पर आपकी उपस्थित रहने में असमर्थ होने की दशा में आपकी अनुपस्थिति में ही आवेदन की सुनवाई कर प्रकरण का निपटारा कर दिया जायेगा।

दिनांक .....

अपीलीय प्राधिकारी के हस्ताक्षर एव सील

प्ररूप–नौ

(नियम 42 (क) (3) देखिये)

उपस्थिति पंजी सह मस्टर रोल

स्थापना का नाम					
नियोजक का नाम					
स्वामी का नाम					
स्थापना का पंजीयन नंबर (श्रमिक पहचान संख्या (लिन) स्थापना का पंजीयन नंबर होगा)					
माह के लिये					
स. क्र.	कर्मचारी कोड	नाम	पद	पाली	कार्यस्थल/सेक्शन/विभाग
(1)	(2)	(3)	(4)	(5)	(6)

उपस्थिति का दिनांक एवं समय

(7)

दिनांक	1		2		3		4		5		6		7		8		9		10		11	
	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.
समय																						
हस्ताक्षर																						

दिनांक	12		13		14		15		16		17		18		19		20		21		22	
समय	प्र	नि	प्र	नि	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि	प्र	नि.	प्र.	नि.	प्र	नि.	प्र.	नि.
हस्ताक्षर																						

दिनांक	23		24		25		26		27		28		29		30		31	
समय	प्र	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.	प्र.	नि.
हस्ताक्षर																		

कुल कार्य दिवस की संख्या	कुल अधिसमय कार्य घंटे की संख्या	कार्यस्थल से बाहर दौरे का विवरण यदि कोई हो तो या सौंपे गये कार्य	मास्टर रोल पंजी संधारक के हस्ताक्षर *
(8)	(9)	(10)	(11)

टीप :– प्र. – प्रवेश, नि.– निकास, * उपस्थिति सह मस्टर रोल के भौतिक संधारण की स्थिति में आवश्यक।

Nava Raipur Atal Nagar, the 28th October 2026

NOTIFICATION

RULE-5/15/2026-LABOUR- Whereas the draft of the Code on Wages (Chhattisgarh) Rules, 2026 were published as required under sub-section (1) of Section 67 of the Code on Wages, 2019 (No. 29 of 2019) in Chhattisgarh Gazette Extraordinary No. 183 dated 13th April 2026, inviting objections and suggestions from all persons likely to be affected thereby within a period of forty-five days from the date on which copies of the Gazette containing the said notification were made available to the public;

And whereas, the notification was made available to the public on the 13th April 2026,

And whereas, suggestions and objections received from persons and stakeholders have been duly considered by the State Government;

Now, therefore, in supersession of –

1. The Minimum Wages (Chhattisgarh) Rules, 1958; and
2. The Chhattisgarh Payment of Wages Rules, 1962

except in respects of things done or omitted to be done before such supersession, and in exercise of the powers conferred by Section 67 of the Code on Wages, 2019 (No. 29 of 2019), the State Government hereby makes the following rules, namely:-

CHAPTER-I
PRELIMINARY

1. **Short title, extent and commencement.-** (1) These rules may be called the Code on Wages (Chhattisgarh) Rules, 2026.

(2) They shall extend to the whole State of Chhattisgarh.

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

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

(a) **"Authority"** means the authority appointed by the State Government under sub-section (1) of Section 45;

(b) **"Appellate Authority"** means the appellate authority appointed by the State Government under sub-section (1) of Section 49;

(c) **"Appeal"** means an appeal preferred under sub-section (1) of Section 49;

(d) **"Board"** means the Chhattisgarh State Advisory Board constituted by the State Government under sub-section (4) of Section 42;

(e) **"Chairperson"** means the chairperson of the Board;

(f) **"Code"** means the Code on Wages, 2019 (29 of 2019);

(g) **"Committee"** means a committee appointed by the State Government under clause (a) of sub-section (1) of Section 8;

(h) **"Day"** means a period of 24 hours beginning at mid-night;

(i) **"Electronically"** means any information submitted by email or maintained or displayed on the designated portal or mobile application or website or digital payment in any mode for the purposes of the Code;

(j) **"Family"** includes all or any of the following relatives of an employee/worker, namely:—

(1) a spouse;

(2) a minor child (including adopted child) dependent upon the employee ;

(3) a child who is wholly dependent on the earnings of the employee/worker, and who might be—

(i) receiving education, till he or she attains the age of twenty-one years; and

(ii) unmarried daughter;

(4) a child who is infirm by reason of any physical or mental abnormality or injury and is wholly dependent on the earnings of the employee, so long as the infirmity continues;

(5) dependent parents (including father-in-law and mother-in-law):

Provided that in case of any other person being dependent for livelihood on the employee/worker, evidence may be led in order to prove the dependency:

(k) **"Form"** means a form appended to these rules;

(l) **"Government"** means the Government of Chhattisgarh;

(m) **"Geographical Area"** means, the areas notified as such by the State Government from time to time

(n) **"Highly Skilled Occupation"** means an occupation which calls in its performance a specific level of perfection and required competence acquired through intensive technical or professional training or practical occupational experience for a considerable period and also requires of an employee to assume full responsibility for his judgment or decision involved in the execution of such occupation;

(o) **"Inspector-cum-Facilitator"** means a person appointed by the State Government, by notification under sub-section (1) of Section 51;

(p) **"Member"** means a member of the Board and includes its Chairperson;

(q) **"Normal rate of wage"** means wage as defined under clause (y) of section 2 under the code;

(r) **"Population"** means the population as ascertained at the last preceding census of which the relevant figures have been published;

(s) **"Registered trade union"** means a trade union registered under The Industrial Relation Code, 2020 (No. 35 of 2020);

(t) **"Schedule"** means the schedule appended to these rules;

(u) **"Section"** means a Section of the Code;

(v) **"Semi-Skilled Occupation"** means an occupation which in its performance requires the application of skill gained by the experience on job which is capable of being applied under the supervision or guidance of a skilled employee and includes supervision over the unskilled occupation;

(w) **"Skilled Occupation"** means an occupation which involves skill and competence in its performance through experience on the job or through training as an apprentice in a technical or vocational institute and the performance of which calls for initiating and judgement;

(x) **"Unskilled Occupation"** means an occupation which in its performance requires the application of simply the operating experience and involves no further skills.

(2) Words and expressions used in these rules and not defined shall have the meanings respectively assigned to them under the Code on Wages 2019 (No. 29 of 2019).

CHAPTER–II
MINIMUM WAGES

3. **Manner of calculating minimum rate of wages.**– (1) For the purposes of sub-section (5) of section 6, the minimum rate of wages shall be fixed on per day basis subject to the criteria which shall be separately specified by the State Government by special or general order:

(2) When the rate of wages for a day is fixed, then, such amount shall be divided by eight for fixing the rate of wages for an hour and multiplied by Twenty Six for fixing the rate of wages for a month and in such division and multiplication the factors of one-half and more than one-half shall be rounded as next figure and the factors less than one-half shall be ignored.

In case there is less than six days working week, the hourly rate of minimum wages so calculated shall be used to derive the minimum wages for a day.

(3) The retail prices at the nearest market in the said geographical area shall be taken into account in computing the cash value of wages paid in kind. This computation shall be made in accordance with such directions as may be issued by the State Government and the State Advisory Board, from time to time.

4. **Time interval for revision of Variable Dearness Allowance.**- The revision of the variable dearness allowance shall be made twice a year, i.e., the 1st of April and the 1st of October, on the basis of the average Consumer Price Index issued by the Labour Bureau, Ministry of Labour and Employment, Government of India.

5. **Hours of work for normal working day.-** (1) The number of hours of work which shall constitute normal working day for an employee whose wage period is on a daily basis shall be eight hours and interval for rest shall be in accordance with notification issued in this regard under Occupational Safety, Health and Working Conditions Code, 2020 (No. 37 of 2020).

(2) The number of hours of work which shall constitute a normal working day for an employee whose wage period is other than on a daily basis shall be so fixed that the total number of weekly working hours shall not exceed forty-eight hours.

6. **Weekly day of rest.-** (1) Subject to the provisions of this rule, an employee or worker shall be allowed rest of one day or more than one day as the case may be, In case of six day week, the rest day shall ordinarily be Sunday and in case of less than six day week, it shall include Saturday and Sunday, However the employer may fix any other days of the week as the rest days for any employee or worker, or class of employees or workers:

Provided that in a six day working week or less than six day working week, as the case may be, the remaining days of the week shall be paid rest days for such employees or workers:

Provided further that an employee or worker shall be entitled for the rest days under this sub-rule if he has worked under the same employer in case of six day week for a continuous period of six days and in case of less than six day working week for a continuous period of the stipulated number of working days as the case may be:

Provided also that the employee or worker shall be informed of the day fixed as the rest day and of any subsequent change in the rest day before the change is effected, by display of a notice to that effect a conspicuous place in the place of employment.

Explanation- For the purpose of computation of the continuous period of six days or the stipulated number of days worked in a week specified in the second proviso to this sub-rule, the following shall be deemed to be days on which the employee has worked:-

(a) any day on which an employee or worker is required to attend for work but is given only an allowance for attendance and is not provided with work,

(b) any day on which an employee or worker is laid off on payment of compensation under the Industrial Relation Code, 2020 (No. 35 of 2020), and

(c) any leave or holiday, with or without pay, granted by the employer to an employee or worker in the period of six days or during the

stipulated number of working days of a week as the case may be, immediately preceding the rest days,

(2) Any employee or worker shall not be required or allowed to work on the rest day unless he has or will have a substituted rest day for a whole day on one of the working days in a week immediately before or after the rest day:

Provided that no substitution shall be made which will result in the employee or worker working for more than ten days consecutively without a rest day for a whole day.

(3) Where in accordance with the foregoing provisions of this rule, any employee or worker works on a rest day and has been given a substituted rest day on any day before or after the rest day, the rest day shall, for the purpose of calculating the weekly hours of work, be included in the week in which the substituted rest day occurs.

(4) An employee or worker shall be granted for rest day wages calculated at the rate applicable to the next preceding day; and where he works on the rest day and has been given a substituted rest day, then, he shall be paid wages for the rest day on which he worked, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day:

Provided that in case of 6 days week, where -

(i) the minimum rate of wages of the employee or worker, as notified under the Code has been worked out by dividing the minimum monthly rate of wages by twenty- six; or

(ii) the actual daily rate of wages of the employee has been worked out by dividing the monthly rate of wages by twenty-six and such actual daily rate of wages is not less than the notified minimum daily rate of wages of the employee, then, no wages for the rest day shall be payable; and

(iii) the employee works on the rest day and has been given a substituted rest day, then, he shall be paid, only for the rest day on which he worked, an amount equal to the wages payable to him at the overtime rate;

and, if any dispute arises whether the daily rate of wages has been worked out in accordance with the provisions of this proviso, the Labour Commissioner, Chhattisgarh or any other officer appointed by the State Government may, on application

made to him in this behalf, decide the same, after giving an opportunity to the parties concerned to make written representations:

Provided further that in case of an employee or worker governed by a piece-rate system, he shall be paid wages for the rest day on which he works, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day.

Explanation- In this sub-rule 'next preceding day' means the last day on which the employee or worker has worked, which precedes the rest day or the substituted rest day, as the case may be; and where the substituted rest day falls on a day immediately after the rest day, the next preceding day means the last day on which the employee has worked, which precedes the rest day.

(5) The provisions of this rule shall not operate to the prejudice of more favourable terms, if any, to which an employee or worker may be, entitled under any other law or under the terms of any award, agreement or contract of service, and in such a case, the employee or worker shall be entitled only to more favourable terms aforesaid.

Explanation- For the purposes of this rule, 'week' shall mean a period of seven days beginning at midnight on Saturday night.

7. **Night shifts.-** Where an employee or worker in an employment works on a shift which extends beyond midnight, then,-

(a) A rest day for the whole day for the purposes of rule 6 shall, means a period of twenty-four consecutive hours beginning from the time when his shift ends; and

(b) the following day in such a case shall be deemed to be the period of twenty-four hours beginning from the time when such shift ends, and the hours after midnight during which such employee or worker was engaged in work shall be counted towards the previous day;

8. **Extent and conditions of working hours for certain categories of employees.-** In case of employees or workers under sub-section (2) of Section 13:-

(a) engaged in any emergency which could not have been foreseen or prevented;

(b) engaged in work of the nature of preparatory or complementary work which must necessarily be carried on outside the limits laid down for the general working in the employment concerned;

(c) whose employment is essentially intermittent;

(d) engaged in any work which for technical reasons has to be completed before the duty is over; and

(e) engaged in a work which could not be carried on except at times dependent on the irregular action of natural forces;

The number of hours of work which shall constitute a normal working day inclusive of one or more specified intervals and the spread over of the hours of work of the employee may exceed the number of hours as specified by general of special order, issued from time to time, under Rule 6.

9. **Longer wage period.**- The longer wage period for the purposes of minimum rate of wages under Section 14 shall be by the month.

CHAPTER-III
PAYMENT OF WAGES

10. **Payment of wages to contractual employee.**- Where an employee is employed in an establishment through a contractor, the company or firm or association or any other person who owns that establishment shall pay the contractor the amount due to him before the date of payment of wages so that the employees are paid their wages in accordance with the provisions of Section 17.

Explanation- For the purpose of this rule, the expression "Firm" shall have the meaning as assigned to it in the Indian Partnership Act, 1932 (No. 9 of 1932).

11. **Payment of wages for less than normal working day.**- An employee shall not be entitled to receive wages for a full normal working day under Section 10, if he is not entitled to receive such wage under any other labour law for the time being in force.

12. **Recovery of deductions.**– As per sub-section (4) of Section 18, Where the total deductions authorized under sub-section (2) of Section 18 exceed fifty percent of the wages of an employee, the excess shall be carried forward and recovered from the wages of succeeding wage period or wage periods, as the case may be, in such instalments so that the recovery in any month shall not exceed the fifty percent of the wages of the employee in that month.

13. **Authority Competent to approve the imposition of penalty for acts and omissions.**- The Labour Officer or Assistant Labour Commissioner having jurisdiction over the place of work the employee concerned shall be the authority for the purposes of sub-section (1) of Section 19.

14. **Manner of exhibiting notice specifying acts and omissions.**– A notice referred to in sub-section (2) of Section 19 shall be displayed in physical form or electronically in Hindi, English and local language at the

conspicuous places in the premises of the work place in which the employment is carried on, so that every concerned employee would be able easily to read the contents of the notice and a copy of the notice shall be sent electronically or by registered post to the Inspector-cum-Facilitator having jurisdiction.

15. **Procedure for imposing fine.**- (1) In accordance with sub-section (3) of Section 19, the employer shall, for obtaining approval to impose fine, give information of detailed particulars in electronic form or in writing to the Assistant Labour Commissioner/Labour Officer mentioned in rule 13, specifying therein the details of acts and omissions committed by the employee, which justify the imposition of fine and an opportunity within 15 days shall be given to show cause.

(2) Fine shall be imposed upon the delinquent employee for the established charges.

(3) Where no reply is received from the employee within the scheduled period, fine shall be imposed and the same shall be intimated to the employee within fifteen days of the imposition of such fine.

16. **Intimation of deduction for absence from duty.**- (1) When an employer intends to make any deduction in pursuance of the proviso to sub-section (2) of Section 20, he shall intimate electronically or in writing to the employee concerned regarding their intention of making such deduction seeking their reply within a period of seven days and upon establishment of charges, deduction shall be made from the wages of the employee in accordance with sub- section (3) of Section 18.

(2) If reply is not received from the concerned employee within seven days, the employer shall make such deduction from the wages and the same shall be intimated to the employee within fifteen days of the date of such deduction.

17. **Procedure for deduction for damage or loss.**– Any employer desiring to make deduction for damages or loss under sub-section (1) of Section 21 from the wages of an employee shall,-

(i) explain to the employee in writing the value of damage or loss of goods expressly entrusted to the employee for custody or for loss of money for which he is required to account and how such damages or loss is directly attributable to the neglect or default of the employee; and

(ii) give the employee an opportunity to submit any explanation and thereafter, deduction for any damages or loss, if made, shall be intimated to the employee within fifteen days from the date of such deduction

18. **Conditions regarding recovery of advance:**– The recovery of,–

(i) advances of money given to an employee after the employment begins under clause (b) of Section 23; or

(ii) advances of wages to an employee not already earned under clause (c) of Section 23, as the case may be, shall be made by the employer from the wages of the concerned employee in instalments determined by the employer, so as any or all instalments in a wage period, shall not exceed fifty percent of the wages of the employee subject to the ceiling specified in rule 12 in that wage period and the particulars of such recovery shall be recorded in the register maintained in Form-IV.

19. **Deduction for recovery of loans:–** Deductions for recovery of loans granted for house building or other purposes and the interest due in respect thereof shall be as per extant instructions or guidelines of the State Government regulating the extent to which such loans may be granted and the rate of interest that shall be payable thereon.

CHAPTER-IV
STATE ADVISORY BOARD

20. **Constitution of the Board.**- The Board shall be constituted by the State Government under sub section (4) of Section 42 consisting of persons to be nominated by the State Government.

21. **Meeting of the Board.**- The Chairperson may, subject to the provision of rule 23, call a meeting of the Board, at any time he thinks fit:

Unless explicitly provided to the contrary in the Code, upon receipt of requisition for meeting by not less than one-half of the members, the Chairperson shall be bound to call for meeting within 30 days of receipt of such request.

22. **Notice of meetings.**- The Chairperson shall fix the date, time and place of every meeting and a notice in writing containing the aforesaid particulars along with a list of business to be conducted at the meeting shall be sent to each member by registered post and electronically at least fifteen days before the date fixed for such meeting:

Provided that in the case of an emergent meeting, notice of seven days only may be given to every member.

23. **Functions of Chairperson.**- The Chairperson shall-

(i) preside at the meetings of the Board:

Provided that in the absence of the Chairperson at any meeting, the members shall elect from amongst themselves by a majority of votes, a member who shall preside at such meeting;

(ii) decide agenda of each meeting of the Board;

(iii) where in the meeting of the Board, if any issue has to be decided by voting, conduct the voting and count or cause to be counted the secret voting in the meeting.

(iv) such other functions as may be assigned by the State Government from time to time.

24. Quorum for meeting.- Unless explicitly provided to the contrary in the Code - No business shall be transacted at any meeting unless at least one-third of members and at least one representative member each of both the employers and an employee are present:

Provided that, if at any meeting less than one-third of the members are present, the Chairperson may adjourn the meeting to a date not later than seven days from the date of the original meeting and it shall thereupon be lawful to dispose of the business at such adjourned meeting irrespective of the number of members present:

Provided further that the date, time and place with Agenda of such adjourned meeting shall be intimated to all the members of board electronically or by a Registered post.

25. Disposal of business of the Board.- All business of the Board shall be considered at a meeting of the Board, and shall be decided by a majority of the votes of members present and voting and in the event of an equality of votes, the Chairperson shall have a casting vote:

Provided that the Chairperson may, if he thinks fit, direct that any matter shall be decided by the circulation of necessary papers and by securing written opinion of the members:

Provided further that no decision on any matter under the preceding proviso shall be taken, unless supported by not less than two-thirds majority of the members.

26. Method of voting.- Voting in the Board shall ordinarily be by show of hands, but if any member asks for voting by ballot, or if the Chairperson so decides, the voting shall be by secret ballot and shall be held in such manner as the Chairperson may decide.

27. Summoning of witnesses and production of documents.- (1) The Chairperson may summon any person to appear as a witness if required in the course of the discharge of his duty and require any person to produce any document.

(2) Every person who is summoned and appears as a witness before the Board shall be entitled to an allowance for expenses by him in accordance with the scale for the time being in force for payment of such allowance to witnesses appearing before a civil court.

28. proceeding of the meeting.- (1) The proceedings of each meeting of the Board showing inter alia the names of the members present thereat shall be forwarded to each member and to the State Government as soon after the meeting as possible, and in any case, not less than seven days before the next meeting.

(2) The proceedings of each meeting of the Board shall be confirmed with such modification, if any, as may be considered necessary at the next meeting.

29. Term of office of members of the board.- Unless provided to the contrary in the Code and Rules framed there under-

(1) The term of office of the chairperson or a member as the case may be shall be normally three years commencing from the date of appointment or nomination as the case may be under sub-section (4) of Section 42.

Provided that such Chairperson or a member shall, notwithstanding the expiry of the said period of three years, continue to hold office until his successor is appointed or nominated, as the case may be.

(2) The State Government shall have the power to fill a casual vacancy that may arise, and the member so nominated shall hold the office for the remaining period of the term of office of the member in whose place he is nominated or until the regular officer assumes office, whichever comes first.

(3) The official members of the Board shall hold office till they are replaced by respective such other official members.

(4) Notwithstanding anything contained in sub-rules (1), (2), and (3), the members of the Board shall hold office during the pleasure of the State Government.

30. Travelling allowance. - The Chairman and every member of the Board, shall be entitled to draw travelling and halting allowance for any journey performed by him in connection with his duties at the rates and subject to the conditions applicable to a Class one officer of the State Government.

31. Officers and Staff.- The State Government may provide a Secretary not below the rank of Deputy Labour Commissioner from the Labour

Department to the Chhattisgarh Government, other officers and staff to the Board, as it may think necessary for the functioning of the Board.

32. **Eligibility for re-nomination of the members of the Board.**- An outgoing member shall be eligible for renomination for the membership of the Board for not more than total two terms.

33. **Resignation of the Chairperson and other members of the Board.**- (1) A member of the Board, other than the Chairperson, may, by giving notice in writing to the Chairperson, resign his membership and the Chairperson may resign by a letter addressed to the State Government

(2) The resignation will be effective upon the expiration of 30 days from the date of notification of acceptance of the resignation or the date of sending the notice, whichever is earlier.

(3) Whenever a vacancy occurs or is likely to occur in the membership of the Board, the Chairman shall immediately submit a report to the State Government, and the State Government shall take steps to fill the vacancy in accordance with the provisions of the Code.

34. **Cessation of membership**.- If a member of the Board, fails to attend three consecutive meetings without prior intimation to the Chairperson, he shall, cease to be a member thereof.

35. **Disqualification.**- (1) A person shall be disqualified for being nominated as, and for being a member of the Board–

(i) if he is declared to be of unsound mind by a competent court; or

(ii) if he is an undischarged insolvent; or

(iii) if before or after the commencement of the Code, he has been convicted of a criminal offence involving moral turpitude.

(2) If any question arises whether a disqualification has been incurred under sub-rule (1), the decision of the State Government thereon shall be final.

CHAPTER-V

PAYMENT OF DUES, CLAIMS etc.

36. **Payment of undisbursed dues to nominees in case of death of employee** .– (1) (a) In pursuance of clause (a) of sub-section (1) of Section 44, every employee shall make a declaration in Form-VII in physical form or electronically, nominating a person to confer the right to receive the amount that may stand in his credit at the event of his death before that amount standing to his credit has become payable or where the amount has become payable, before payment has been made.

(b) If the employee has a family at the time of making nomination, the nomination shall be in favour of the spouse or the spouse in preference followed by one or more members of his family:

Provided that nomination made by an employee having a family in favour of a person other than member of his family shall be invalid:

Provided further that a fresh nomination towards his spouse shall be made by the employee on his marriage and any nomination made before such marriage shall be deemed to be invalid.

(c) Where the nomination is wholly or partly in favour of a minor, the employee may appoint a major person of his family, to be the guardian of the minor nominee or where there is no major person in the family, he may at his discretion, appoint any other person to be a guardian of the minor nominee.

(d) If the employee nominates more than one member, he shall specify in the nomination, the amount or share payable to each of his nominees at his own discretion so as to cover the whole of the amount that may stand to the credit.

(2) Where any amount payable to an employee under the Code is due after his death or on account of his whereabouts not being known, and the amount could not be paid to the nominee of the employee until the expiry of three months from the date the amount had become payable, then, such amount shall be deposited by the employer with the Assistant Labour Commissioner/ Labour officer having jurisdiction, who shall disburse the amount to the person nominated by the employee after ascertaining his identity within two months of the date on which the amount was so deposited with him.

37. Deposit of undisbursed dues in case of death of employee.– (1) Where any amount payable to an employee under clause (b) of sub-section (1) of Section 44 remains undisbursed since no nomination has been made by such employee or for any other reason, such amounts could not be paid to the nominee of employee until the expiry of six months from the date the amount had become payable, all such amounts shall be deposited by the employer with the Labour Officer or Assistant Labour Commissioner having jurisdiction before the expiry of the fifteenth day after the last day of the said period of six months.

(2) The amount referred to in sub-rule (1) shall be deposited by the employer with the Assistant Labour Commissioner/Labour Officer having jurisdiction through bank transfer or through a crossed demand

draft obtained from any scheduled bank in India drawn in favor of that Assistant Labour Commissioner/Labour Officer.

38. Manner of disposal of deposited undisbursed dues.– (1) The amount referred to in sub-rule (1) of rule 37 (hereinafter in this Rule referred to as the amount) deposited with the Labour officer or Assistant Labour Commissioner having jurisdiction shall remain with him and be invested in the Central or State Government Securities as a fixed deposite in a scheduled bank.

(2) The Labour officer or Assistant Labour Commissioner having jurisdiction will exhibit, as soon as maybe possible, a notice containing such particulars regarding the amount as the Labour officer or Assistant Labour Commissioner considers sufficient for information at least for fifteen days on the notice board and also publish such notice in any two local newspapers of vernacular language commonly understood in the area in which undisbursed wages were earned.

(3) The Labour officer or Assistant Labour Commissioner having jurisdiction shall release the amount to the nominee or to that person who has claimed such amount, as the case may be, in whose favour such Labour officer or Assistant Labour Commissioner has decided, after giving the opportunity of being heard, the amount to be paid.

(4) If the undisbured amount remains unclaimed for a period of seven years, the same shall be dealt with in the manner as directed by the State Government from administrative order time to time in this behalf.

CHAPTER-VI
FORMS, REGISTERS AND WAGE SLIP

39. Returns.- The return under these rules shall be filed electronically by every employer of an establishment to which the Code applies in the relevant columns of the Form specified for such purpose in the rules made under the Occupational, Safety Health and Working Conditions Code, 2020 (No. 37 of 2020). A copy of such return shall also be forwarded electronically to the Inspector-cum-Facilitator appointed in the said area.

40. Form and procedure for filing claims.– (1) An application, may be filed under sub-section (5) of Section 45 in Form-II manually or electronically along with documents specified in the said Form.

(2) Where an application under sub-section (5) of Section 45 is entertained, the authority shall serve upon the employer electronically or by registered post a notice in Form-VIII to appear

before him on the date specified in the notice with all relevant documents and witnesses, if any, and shall inform the applicant of the date so specified.

(3) If the employer or his representative fails to appear on the specified date, the authority may hear and determine the application ex-parte.

(4) If the applicant or his representative fails to appear on the specified date without any reasonable cause shown in advance, the authority may dismiss the application

(5) A single application under sub-section (5) of Section 45 may be presented on behalf or in respect of a group of employed persons, if they are borne on the same establishment and their claim relates to the same wage period or periods, or same incident of discrimination, in the manner as specified in Form-II.

(6) The Authority may deal with any number of separate pending applications presented under sub-rule (1), as a single application presented under sub-rule (2).

41. Procedure for filing appeal.– (1) Any person aggrieved by an order passed by the authority under sub-section (2) of Section 45 may prefer an appeal under sub-section (1) of Section 49 in Form-III electronically or by registered post, along with documents mentioned by the appellant in the said Form, to the appellate authority having jurisdiction:

Provided that no appeal by an employer shall be admitted unless at the time of preferring the appeal, the appellant has deposited the amount payable under the direction appealed against with the appellate authority.

(2) If an appeal is considered under sub-section (1) of Section 49, the applicant against whom the said appeal has been brought shall, before the first date of appearance before the appellate authority, provide a copy of the application/appeal to the party (or parties) concerned and shall inform the party (or parties) about the date, time and place fixed for appearance in Form-VIII, either electronically or by registered post.

(3) The appellate authority shall after hearing the appellant and the respondent shall, by order, decide the appeal.

(4) If the party(or parties) against whom the appeal is brought about, fails to appear on the first date of appearance, the authority or appellate authority shall serve upon the said party (or parties) copy of the application/appeal, via registered post and electronically as well.

(5) Upon appearance of the party (or parties) against whom the appeal is brought about, the Authority or Appellate Authority, may grant an opportunity to such party (or parties) to file its reply.

(6) Upon completion of pleadings, the Authority may fix date for hearing evidence, and thereafter the Authority/Appellate Authority may proceed to hear arguments, and decide the appeal so filed.

(7) If the non-applicant or his representative fails to appear on the specified date, the authority may hear and determine the application ex-parte.

(8) If the applicant or his representative fails to appear on the specified date, the authority may dismiss the application.

42. (a) Form of register, etc.- (1) All fines and all realization thereof referred to in sub-section (8) of Section 19 shall be recorded in a register to be kept by the employer in Form-IV appended to these rules, electronically or otherwise and the authority referred to in said sub-section (8) shall be the Assistant Labour Commissioner or Labour Officer having jurisdiction.

(2) All deductions and all realization referred to in sub-section (3) of Section 21 shall be recorded in a register to be kept by the employer in Form-IV appended to these rules, electronically or otherwise.

(3) Every employer of any establishment to which this Code applies shall maintain a register of employees and workers in electronic or any other form, in the following format, as required under sub-section (1) of Section 50:

(i) Employee Register in Form-I,

(ii) Register of Wages, Overtime, Advances, Fines and Deductions for Damage and Loss in Form-IV, and

(iii) Attendance Register-cum-Muster Roll in Form-IX.

(4) Every employer will get filled nomination Form-VII from each employee/worker.

(b) Registers required to be maintained under these rules shall be preserved for a period of five years after the date of last entry made therein.

43. Wage Slip.- Every employer shall issue wage slips, electronically or otherwise to the employees and workers in Form-V under sub-section (3) of Section 50 on or before payment of wages.

CHAPTER-VII
INSPECTION AND IMPLEMENTATION

44. Manner of composition of offences.– (1) An accused person desirous of making composition of offence under sub-section (1) of Section 56 may

make an application in Form-VI electronically or other wise to the Gazetted Officer notified under said sub-section (1).

(2) The Gazetted Officer referred to in sub-rule (1), shall, on receipt of such application, satisfy himself as to whether the offence is compoundable or not under the Code and if the offence is compoundable and the accused person agrees for the composition, compromise the offence for a sum of fifty percent of the maximum fine provided for such offence under the Code, to be paid by the accused within thirty days of the order of composition issued by such officer.

(3) The compounding officer shall issue a composition certificate in Part-B of Form-VI within ten days of receipt of the composition amount, to such person from whom such amount has been received in compliance of the composition notice.

(4) Where an accused person fails to deposit the composition amount, after receiving the notice, within the time specified by the compounding officer, prosecution shall be instituted before the competent court against such person for such offence in respect of which the compounding notice was issued.

(5) Where the offence has been compromised under sub-rule (2) after the institution of the prosecution, then, the officer shall send a copy of such order made by him for intimation to the officer referred to in sub-section (1) of Section 53 for needful action under sub-section (6) of Section 56.

45. Manner of holding enquiry.- When a complaint relating to the offence referred to in sub-section (1) of Section 53 is filed before the officer notified by the State Government under the said sub-section, by an officer authorized by the State Government, or by the aggrieved employee, or by a trade union registered under the Industrial Relations Code, 2020, or by an Inspector-cum-Facilitator, the officer notified by the State Government shall hear and dispose of the case in the manner prescribed by the Central Government.

By order and in the name of the Governor of Chhattisgarh,
VIPUL KUMAR GUPTA, Deputy Secretary.

FORM-I

(See rule 42 (a) (3))

EMPLOYEE REGISTER

EMPLOYEE REGISTER		
Name of the Establishment		
Name of the Employer		
Name of the Owner		
PAN/TAN of the Employer		
Registration Number of the establishment (Labour Identification Number (LIN) shall be the Registration Number of the Establishment)		
1.	Employee Code	
2.	Name	
3.	Surname	
4.	Category (Gen/OBC/SC/ST)	
5.	Gender	
6.	Father's/Mother's/Spouse Name	
7.	Date of Birth	
8.	Place of Birth	
9.	Nationality	
10.	Education Level	
11.	Date of Joining	
12.	Designation	
13.	Skill Category (HS/S/SS/US)*	
14.	Type of Employment (P/T/FT/T/B)**	
15.	Details of Posting	

16.	Pay	
17.	Promotion	
18.	Mobile Number	
19.	Universal Account Number (UAN)	
20.	PAN	
21.	Nominee (To be filled on the basis of Nomination form)	
22.	Details of Family	
23.	EPS/NPS	
24.	ESIC IP No.	
25.	AADHAAR	
26.	Bank A/c Number	
27.	Bank Name	
28.	Branch Name with IFSC Detail	
29.	Present Address	
30.	Permanent Address	
31.	Service Book No.	
32.	Date of Exit from Service	
33.	Reason for Exit from Service	
34.	Mark of Identification	
35.	Photo	
36.	Specimen Signature/Thumb Impression	
37	Remarks	

-* **(Highly Skilled/Skilled/Semi skilled/Unskilled)**

** (Permanent/Temporary/Fixed Term/Trainee/Badli)

FORM-II

(See rule 40 (1) (5))

[Single Application Under sub-section (5) of Section 45]

BEFORE THE AUTHORITY APPOINTED UNDER SUB SECTION (1) OF SECTION 45 OF THE CODE ON WAGES, 2019 (No. 29 OF 2019)

FOR..... AREA.....

Application No..... of 20.....

Between ABC and (State the number).....other.....

Applicant

(Through employees concerned or registered trade union or Inspector- cum-Facilitator

Address.....

And

XYZ.....

Address.....

The application states as follows

(1) The applicant(s) whose name(s) appear in the attached schedule was/were/ has/have been employed from .....to.....as ..... (category) in.....(establishment) Shri/M/s..... engaged in ..... (nature of work) which is/are covered by the Code on Wages, 2019.

(2) The opponent(s) is/are the employer(s) within the meaning of sub-section (l) of Section 2 of the Code on Wages, 2019.

(3) (a) The applicant(s) has/ have been paid wages at less than the minimum rates of wages fixed for their category (categories) of employment(s) under the Code by ₹ ....Per day for the period(s) from.....to..... .....

(b) The applicant(s) has/ have not been paid wages at ₹ ..... Per day for the weekly days of rest from to...

(c) The applicant(s) has/ have not been paid wages at overtime rate(s) for the period from.....to....

(d) The applicant(s) has/have not been paid wages for period from .....to.....

(e) Deductions have been made which are in contravention of the Code, from the wage(s) of the applicant(s) as per details specified in the annexure appended with this application.

(f) The applicant(s) has/have not been paid minimum bonus for the accounting year .....

(4) The applicant(s) estimate(s) the value of relief sought by him/ them on each amount as under:

(a) ₹ .....

(b) ₹ .....

(c) ₹ .....

Total ₹ .....

(5) The applicant(s), therefore, pray(s) that a direction may be issued under sub-section (2) of Section 45 of the Code on Wages, 2019 for;

(a) payment of the difference between the wages payable under the Code and the wages actually paid,

(b) payment of remuneration for the days of rest

(c) payment of wages at the overtime rates,

(d) compensation amounting to ₹ .....

(6) The applicant(s) do hereby solemnly declare(s) that the facts stated in this application are true to the best of his/their knowledge, belief and information.

Dated.....

Signature or thumb-impression of the employed person(s), or official of a registered trade union duly authorized or Inspector- cum- Facilitator.

Note- The applicant(s), if required, may append annexures containing details, with this application.

FORM-III

(See rule 41 (1))

Appeal under sub-section (1) of Section 49 of the Code on Wages, 2019 before The Appellate Authority under the Code on Wages, 2019

A.B.C

Address----------APPELLANT----------

Vs.

C.D.E.

Address---------- RESPONDENT----------

DETAILS OF APPEAL

1. Particulars of the order against which the appeal is made: Number and date:

   The authority who has passed the impugned order:

   Amount awarded:

   Compensation awarded, if any:

2. Facts of the case:

   (Give here a concise statement of facts in a chronological order, each paragraph containing as nearly as possible a separate issue or fact).

3. Grounds for appeal:

4. Matters not previously filed or pending with any other Court or any Appellate Authority:

   The appellant further declares that he had not previously filed any appeal, writ petition or suit regarding the matter in respect of which this appeal has been made, before any Court or any other Authority or Appellate Authority nor any such appeal, writ petition or suit is pending before any of them.

5. Reliefs sought:

   In view of the facts mentioned above the appellant prays for the following relief(s):— [Specify below the relief(s) sought]

6. List of enclosures:

1.

2.

3.

4.

Date :

Place : Signature of the appellant.

For office use

Date of filing

or

Date of receipt by post

Registration No.

Authorized Signatory

FORM-IV

(See rule - 18 and 42 (a) (2))

Register of Wages, Overtime, Advances, Fine, Deduction for damage and Loss

Name of the Establishment	
Name of the Employer	
Name of the Owner	
PAN/TAN of the Employer	
Registration Number of the establishment (Labour Identification Number (LIN) shall be the Registration Number of the Establishment)	

Sl. No.	Sr. No. in Employee Register/ Employee Code	Name of the employee	Designation	Department	Duration of Payment of wages (Monthly/ Fortnightly/Weekly/ Daily/Piece rated)	Wage Period From-To	Total no. of days worked during the wage period	Total overtime hours worked or overtime production in case of piece workers	Rate of wages		
									Basic	DA	Allowances
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

Amount of wages earned	Deductions	Total Payment Amount

असाधारण भाग II—खण्ड 3 उपखण्ड (i) 18 अगस्त 2016 [1951(5)]

Basic	DA	Allowances	Over time	Total wages earned	EPF	ESIC	Society	Income Tax	Insurance	Others	Total	
(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)

Nature of acts and omissions for which fine imposed with date	Amount of fine imposed	Damage or loss caused to the employer by neglect or default of the employee	Recovery of Fine	Recovery on account of Damages/ Losses	Total Deductions	Total Actual Payment	Date of Payment	Receipt by employee/Bank transaction ID	Signature of Employer/Employer Representative*
(26)	(27)	(28)	(29)	(30)	(31)	(32)	(33)	(34)	(35)

*Note- Required in case register is maintained physically.

FORM-V

(See rule 43)

WAGE SLIP

Date of issue:

Name of the Establishment……

Address…..…….. Period……..

1. Name of employee :
2. Father's /Mother's/Spouse name :
3. Designation :
4. UAN:
5. Bank Account No.:
6. Wage period:
7. Rate of wages payable:

   (a) Basic (b) D.A. (c) other allowances
8. Total attendance/unit of work done:
9. Overtime wages:
10. Gross wages payable :
11. Total deductions : (a) PF (b) ESI (c) Others
12. Net wages paid:

Employer / Pay-in-charge signature

FORM-VI
(See rule 44 (1))

Application under sub-section (4) of Section 56 for Composition of Offence

1. Name of applicant : .....
2. Father's /Mother's/Spouse name :
   .....
3. Address of the applicant : .....
4. Particulars of the offence: .....
   .....
   ....
5. Section of the Code under which the offence is committed :
   .....
6. Maximum fine provided for the offence under the Code :
   .....
7. Whether prosecution against the applicant is pending or not :
   .....
8. Whether the offence is first offence or the applicant had committed any other offence prior to the offence. If yes, then, full details of the prior offence :
   .....
   .....
   ....
   ....
9. Any other information which the applicant desires to provide :
   ....
   ....
   ....
   ....

Dated:

Applicant

(Name and signature)

PART–B

(See rule 44 (3))

COMPOSITION CERTIFICATE

Ref: Notice No…….. Date:

This is to certify that the offence under sub-section …… of Section 54 in respect of which Notice No. Dated: _____ was issued to Shri/Smt……. (Applicant), the employer of …….. (name and registration number of establishment) has been compounded on account of remission of full amount of Rs …….. (Rupees _____) towards the composition of offences to the satisfaction of the said notice.

(Signature)

Name and Designation of the Officer

Date:

Place:

To:

……..(Employer/Establishment)

……(Name and registration number)

……..(Address)

FORM-VII

(See rule 42 (a) (4))

NOMINATION FORM

1. Name of person making nomination: .....

   (In block letters): .....

2. Father's/Mother's/Spouse's Name: .....

3. Date of Birth: .....

4. Sex: .....

5. Marital Status: .....

6. Address: .....

   Permanent: .....

   Temporary: .....

I hereby nominate the person(s)/cancel the nomination made by me previously and nominate the person(s) mentioned below to receive any amount due to me from the employer in the event of my death:-

Name of nominee/ nominees	Address	Nominee's relationship with the employee	Date of Birth	Total amount of share of accumulations in credit to be paid to each nominee	If the nominee is minor, name, relationship, and address of the guardian who may receive the amount during the minority of nominee
(1)	(2)	(3)	(4)	(5)	(6)

(1) Certified that I have no family and if I acquire a family hereafter, the above nomination shall be deemed as cancelled.

(2) Certified that my father/mother is/are dependent upon me.

(3) Strike out whichever is not applicable.

Signature or the thumb impression of the employee

CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed/thumb impressed before me by Shri/Smt/Ku .....employed in my establishment after he/she has read the entry/entries or have been read over to him/her by me and got confirmed by him/her in either of the cases.

Signature of the employer or other authorised officer of the establishment and Designation

Place:

Date:

Name and Address of the Factory/Establishment and rubber stamp thereof

ACKNOWLEDGEMENT BY THE EMPLOYEE

Received the duplicate copy of nomination in Form-VII filed by me and duly certified by the employer. Date:

Signature of the Employee

FORM-VIII

(See rule 40 (2) and 41 (2))

(A) Form of Notice to the Respondent to be issued by the Authority under sub-section (5) of Section 45.

(Title of the application)

To,

Name .....

Address .....

Whereas (name of the applicant) has made the above said application to me under the Code on Wages, 2019, you are hereby summoned to appear before me in person or by a duly authorized representative, and required to answer all material questions relating to the application, or shall be, accompanied by some person duly authorized by you and able to answer such question the.....Day of.....20....at.....AM/PM, to answer the claim in application and as the day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence and the documents upon which you intend to rely in support of your defence.

Take notice that in default of your appearance on the day mentioned here above, the application will be heard and disposed of in your absence.

Date.....

Signature of the authority
with seal

(B) Form of Notice to the Respondent to be issued by the Appellate Authority under sub-section (1) of Section 49.

(Title of the appeal)

To,

Name .....

Address .....

Take notice that an appeal(copy of which is enclosed)under Section 49 of the Code on Wages, 2019 has been presented by_____(name of appellant) before this appellate authority, and that the _____ day of _____20____ has been fixed by this appellate authority for the hearing of the appeal.

If no appearance is made by you in person or by a duly authorized representative to act for you in this appeal, it will be heard and decided in your absence.

Date..... Signature of the Appellate authority with seal

FORM-IX

(See rule 42 (a) (3))

ATTENDANCE REGISTER CUM MUSTER ROLL					
Name of the Establishment					
Name of the Employer					
Name of the Owner					
Registration Number of the establishment (Labour Identification Number (LIN) shall be the Registration Number of the Establishment)					
For the Month of					
Sl. No.	Employee Code	Name	Designation	Shift	Place of work/Section/Department
(1)	(2)	(3)	(4)	(5)	(6)

Date	22	23	24	25	26	27	28	29	30	31

Date and Time of attendance
(7)

Date	1		2		3		4		5		6		7		8		9		10		11	
Time	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out
Signature																						

Date	12		13		14		15		16		17		18		19		20		21	
Time	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out
Signature																				

[illegible] 38 [illegible] 2026 [illegible](4)

Time	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out
Signature																				

Total number of days worked	Total number of overtime hours worked	Brief details of tour or assignment outside the work place, if any	Signature of Register keeper*
(8)	(9)	(10)	(11)

*Note- Required in case register is maintained physically.

AP-22/4/2026-NAPS (E-80730)
Government of India
Ministry of Skill Development & Entrepreneurship
(Apprenticeship Training Division)

New Delhi, 21-10-2026

OFFICE MEMORANDUM

Subject: Clarification on the Applicability of Provident Fund and ESI Acts to Apprentices – regarding.

Various representations have been received from industry and Sector Skill Councils, particularly from export-oriented sectors such as apparel, seeking clarity on the applicability of Provident Fund (PF) and Employees' State Insurance (ESI) to apprentices engaged under the National Apprenticeship Promotion Scheme (NAPS). It has been stated that buyer compliance standards expect every person on the factory floor to be covered under PF and ESI, which creates uncertainty for establishments wishing to engage apprentices.

2. In this regard, the undersigned is directed to refer to **Section 18 of the Apprentices Act, 1961**, and to inform that an apprentice is treated as a **trainee and not a worker**, and therefore, the laws related to regular employees do not apply to them.

3. Further, The Code on Social Security, 2020, which subsumes, among others, the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Employees' State Insurance Act, 1948, has come into force with effect from 21 November 2025 (Ministry of Labour & Employment notification S.O. 5319(E) dated 21.11.2025). The provisions relating to Provident Fund (Chapter III) and Employees' State Insurance (Chapter IV) are now governed by the Code. Section 2(26) of the Code defines "employee" as any person, other than an apprentice engaged under the Apprentices Act, 1961, employed on wages by an establishment, directly or through a contractor, for any kind of work.

4. Therefore, Apprentices engaged under the Apprentices Act, 1961, including under NAPS and the National Apprenticeship Training Scheme (NATS), are not "employees" within the meaning of the Code. The provisions of the Code relating to PF and ESI are therefore not applicable to them, and no enrolment or contribution is required in respect of the stipend during the period of apprenticeship.

(b) The above applies only to persons engaged as apprentices under the Apprentices Act, 1961, with a contract of apprenticeship registered on the apprenticeship portal. Persons engaged as trainees or apprentices otherwise than under the Act, including under standing orders of the establishment, are not covered by this clarification, and the Code shall apply to them in accordance with its provisions.

(c) If an apprentice is subsequently engaged as a regular employee, the provisions of the Code shall apply from the date of such employment.

(d) The exclusion from PF and ESI does not dilute the obligations of establishments under the Apprentices Act, 1961 and the Apprenticeship Rules, 1992, including payment of the prescribed stipend, provision of health, safety and welfare measures, and the other terms of the contract of apprenticeship.

5. While apprentices are not considered employees under the social code, establishments are encouraged to voluntarily extend certain benefits to them as a part of good HR practices, industry standards, or training policies.

6. This issues with approval of the competent authority.

(V.S. Arvind)
Director (AT)

To,

All establishments engaging apprentices under the Apprentices Act, 1961.

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Copy to:

1) Sr PPS to Secretary (MSDE) – for kind information please.
2) PPS to Additional Secretary, MSDE – for kind information please.
3) OSD to Director General, DGT, New Delhi – for kind information.
4) DDG (Hqrs)/ DDG (ER)/ DDG (SR), DGT.
5) Director / Deputy Secretary dealing with Board of Apprenticeship Training, Dept of Higher Education, New Delhi
6) All apprenticeship advisers (Regional Central Apprenticeship Adviser, State Apprenticeship Advisers, Assistant Apprenticeship Advisers, etc.) – Requested to bring to the notice of all establishments falling under your jurisdiction.
7) CEO, NSDC, New Delhi
8) GM/ DGM, Apprenticeship Training, NSDC – With a request to (i) take forward this communication to all CEOs / Joint Apprenticeship Adviser (JAA), Sector Skill Councils (ii) Third Party Aggregators (TPAs) and (iii) upload this OM on the apprenticeship portal.

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