Cleanliness

18. Record of white washing etc., Register prescribed under sub-section (I) of section 11:-

The record of dates on which whitewashing, colour washing, varnishing, etc., are carried out shall be entered in a register.

19. Disposal of trade wastes and effluents, Rules prescribed under sub-section (2) of section 12 (I).

In the case of factory where the drainage system is proposed to be connected to the public sewerage system prior approval of the arrangements made shall be obtained from the local or other authority maintaining such system.

In the case of factory situated in a place where no public sewerage system exists, prior approval of the arrangements made for the disposal of trade wastes and effluents shall be obtained from the Public Health Authorities.

19-A Limits of temperature and air movement:-

In any factory the maximum wetbulb temperature of air in a work-room at a height of 1.5 meters (5 feet) above the floor level shall not exceed 30°C (86°F) and an adequate air movement of at least 30 metres per minute (100 feet per minute) shall be provided.

19-B Provision of thermometers:-

If it appears to the Inspector that in any factory the temperature of air in a work room is sufficiently high and is likely to exceed the prescribed limits, he may serve on the manager of the factory to provide sufficient number of whirling hygrometers or any other type of hygrometers.

If the Inspector has reason to believe that substantial amount of heat is added inside the environment of a work room by radiation from walls, roof or other solid surroundings, he may serve on the manager of the factory an order requiring him to provide one or more globe thermometers at places specified by him and keep a record of the temperatures in a suitable register.

19-C Ventilation

In every factory the amount of ventilating opening in work room below the eaves shall be of an aggregate area of not less than fifteen percent of the floor area and so located as to afford a continued supply of fresh air.

Where, in the opinion of the Inspector, the temperature of air in a work room is sufficiently high and is likely to exceed the limits prescribed in rule 19A, he may serve on the manager of the factory an order requiring him to provide additional ventilation either by means of roof ventilators or mechanical means.

The amount of fresh air supplied by mechanical means of ventilation in an hour shall be equivalent to at least six times of cubic capacity of the work room and shall be distributed evenly throughout the work room without dead air pockets or under draughts caused by high inlet velocities.
20. Where Artificial humidification is not allowed: -

There shall be no artificial humidification in any room of cotton spinning or weaving factory.

21. Provision of hygrometer:

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

24. Temperature to be recorded at each hygrometer - At each hygrometer maintained in accordance with Rule [21]39 correct wet and dry bulb temperature shall be recorded thrice daily during each working day by competent persons nominated by the manager and approved by the Inspector. The temperatures shall be entered in a Humidity Register in the Form maintained in the factory. At the end of each month, the persons who have taken the readings shall sign the register and certify the correctness of the entries. The register shall always be available for inspection by the Inspector.

32. Lighting of interior parts: - (1)

(1) The general illumination over these interior parts of a factory where person are regularly employed, shall be not less than (6 feet) candles measured in the horizontal plane at a level of 3 feet above the floor. Provided that in any such parts in which the mounting height of the light source for illumination necessarily exceeds 25 feet measured from the floor or where the structure of the room or the position of construction of the fixed machinery or plant prevents the uniform attainment of this standard, the general illumination at the said level shall be not less than (2 feet) candle and where work is actually being done the illumination shall not be less than (6 feet) candles.

(2) The illumination over all other interior parts of the factory over which persons employed pass shall when and where a person is passing, be not less than 0.5 foot candles at floor level.

(3) The standard specified in this rule shall be without prejudice to the provision of any additional illumination required to render the lighting sufficient and suitable for the nature of the work.

The standard specified in this rule shall be without prejudice to the provision of any additional illumination required to render the lighting sufficient and suitable for the nature of the work.

33. Preventing of glare:

(1) Where any source of artificial light in the factory is less than 16 feet above floor level, no part of the light source or of the lighting fitting having a brightness greater than 10 candles per square inch shall be visible to person whilst normally employed within 100 feet of the source, except where the angle of elevation from the eye to the source or part of the fitting as the case may be exceeds 20 degrees.

(2) Any local light that is to say, an artificial light designed to illuminate particularly the area or part of the area of work of a single operative or small group of operatives working near each other shall be provided with a suitable shade of opaque material to prevent glare or with other effective means by which the light source is completely screened from the eyes of every person employed at a normal working place or shall be so placed that no such person is exposed to glare therefrom.

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36. **Quantity of drinking water:**

The quantity of drinking water to be provided for the workers in every factory shall be a minimum of one gallon per worker per day and shall be readily available at all times during working hours.

37. **Source of supply**

The water provided for drinking shall be supplied.

(a) from a public water system.

(b) from any other source approved in writing by the Health Officer.

38. **Means of supply**

If drinking water is not supplied directly from a public water supply system or from any other water supply system of the factory approved by the Health Officer, it shall be kept in suitable vessels, receptacles or tanks fitted with taps and having dust proof covers placed on raised stands or platforms in shade and having suitable arrangement of drainage to carry away the split water. Such vessels, receptacles and tanks shall be kept clean and the water renewed at least once every day. All practicable measures shall be taken to ensure that the water is free from contamination.

39. **Cleanliness of well or reservoir**

(1) Drinking water shall not be supplied from an open well or reservoir unless it is so constructed, situated, protected and maintained as to be free from possibility of pollution by chemical, or bacterial and extraneous impurities.

(2) Where drinking water is supplied from such well or reservoir the water in it shall be sterilised once a week or more frequently if the Inspector by written order so requires, and the date on which sterilising is carried out shall be recorded.

40. **Cooling of water**

In every factory wherein more than two hundred and fifty workers are ordinarily employed:

The drinking water supplied to the workers shall, from [15 April to the 15th September], every year be cooled, so that the temperature of drinking water is below [26 degree C].

41. **Latrine accommodation.**

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

Where females are employed, there shall be at least one latrine for every 25 females.

Where males are employed, there shall be at least one latrine for every 25 males. Provided that, where the number of males employed exceeds 100, it shall be sufficient if there is one latrine for every 25 males up to the first 100 and one for every 50 thereafter.

42. **Latrines to conform to public health requirements**

Latrines other than those connected with an efficient water borne sewerage system shall comply with the standard laid down by the Public Health Authorities with respect of the designs, air space and fixations, and use of disinfectants.

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44. **Privacy of latrines** –

Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings and of the design approved by the Chief Inspector.

45. **Sign boards to be displayed** –

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

46. **Urinal accommodation** –

Urinal accommodation shall be provided for the use of male workers and shall not be less than 3 feet in length for every 50 males: provided that where the number of males employed exceeds 500, it shall be sufficient if there is one urinal for every males up to the first 500 employed and one for every 100 thereafter.

Where women are employed, separate urinal accommodation shall be provided for them on the same scale as mentioned above.

49. **White washing, colour washing of latrines and urinals** -

The walls, ceilings and partitions of every latrine and urinal shall be white washed and the white washing shall be repeated at least once in every period of four months. The dates of which the white washing is carried out shall be entered in the prescribed Register in Form No.-7.

50. **Construction and maintenance of drains** –

All drains carrying waste or sullage water shall be constructed with impermeable material suitably surfaced to ensure smoothness resistance to wearing away and shall be regularly flushed and the effluent disposed of by and connecting such drains with a suitable drainage line without causing insanitary or unhygienic condition in the locality.

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

51. **Water taps and latrines** -

(1) Where piped water supply is available a sufficient number of water taps conveniently accessible shall be provided in or near such latrine accommodation.

(2) If piped water supply is not available, sufficient quantity of water shall be kept stored in suitable receptacles near the latrines.

52. **Spittoons**

Number and location of The spittoons in each factory shall be located in a manner that would not violate the sanitary requirements and there number will be according to such standard laid down for the locality and nature of industry as the Health Officer may determine for each factory.
53. **Type of spittoons –**

The spittoons shall be of the approved designs and either of the following types:
(a) a galvanised iron container with a conical funnel shaped cover. A layer of suitable disinfectant liquid shall always be maintained in the container.
(b) a container filled with dry, clean sand, and covered with a layer of suitable thickness of lime or bleaching powder,
(c) any other type approved by the Health Officer.

54. **Cleaning of spittoons –**

The spittoons mentioned in clause (a) of rule 53 shall be emptied, cleaned and disinfected at least once every day, and the spittoons mentioned in clause (b) of rule 53 shall be cleaned by scraping out the top layer of sand as often as necessary or at least once every day.

**SAFETY**

57. The following parts of machines will be deemed to be machinery guarded by the makers for the purpose of section 26 (1) of the Act:

1. Back gears, change wheels and cog drives of lathes.
2. Back gears and level gearing of drilling machines.
3. Gear wheels and level drives of planning, shaping slotting and milling machines.
4. All cog and level drives of oil expellers.

58. **Register of specially trained adult workers –** Registers of workers attending to machinery as provided in sub-section (1) of section 22 of the Act shall be maintained in prescribed form.

59. **Belts etc. to be regularly examined –** All belts shall be regularly examined to ensure that the joints are safe and the belts at proper tension.

60. **"Hoist and lifts –** (1) A register shall be maintained to record particulars of examination of hoists or lifts.

60-A **"Lifting machines, chains, rope and lifting tackles –**

(1) No lifting machine and no chain, rope or lifting tackle, except fibre rope or fibre rope sling, shall be taken into use in any factory for the first time in that factory unless it has been tested and all parts have been thoroughly examined by a competent person and a certificate of such a test and examination, specifying the safe working load or loads and signed by the person making the test and the examination has been obtained and is kept available for inspection.

(2) (a) every jib crane so constructed that the safe working load may be verified by the raising or lowering of the jib shall have attached thereto either an automatic indicator of safe working loads or an automatic jib angle indicator and a table

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indicating the safe working loads at corresponding inclinations of the jib or corresponding radii of the load.

(b) a table showing the safe working loads of every kind and size of chain, rope, or lifting tackles in use, and in the case of multiple sling, the safe working loads at different angles of the legs, shall be posted in the store room or place where or in which the chains, ropes or lifting tackles are kept, and in the prominent position on the premises and no rope, chain or lifting tackle not shown in the table shall be used.

(3) A register showing particulars of examination shall be maintained.

(4) All rails on which travelling crane moves and every track on which the carriage of transporter or runway moves, shall be of proper size and adequate strength and have an even running surface and every such rail or track shall be properly laid, adequately supported and properly maintained.

(5) All chains and lifting tackles, except a rope sling, shall, unless they have been subjected to such other heat treatment as may be approved by Chief Inspector of Factories, be effectively annealed under the supervision of a competent person at the following intervals:

(i) all chain, slings, rings, hooks, shackles and swivels used in connection with molten metal or molten slag or when they are made of half inch bar or smaller, once at least in every six months.

(ii) all other chains, rings, hooks, shackles and swivels in general use, once at least in every twelve months.

Pressure vessels or plant

61. Every pressure vessels or plant used in a factory shall be.

(a) properly designed on sound engineering practice;

(b) of good construction, sound material, adequate strength and free from any patent defects; and

(c) properly maintained in a safe condition.

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

Every pressure vessel shall be fitted with:

(a) a suitable safety valve or other effective pressure relieving device of adequate capacity to ensure that the maximum permissible working pressure of the pressure vessel shall not be exceeded.

(b) a suitable pressure gauge with dial range not less than 1.5 times the maximum permissible working pressure easily visible and designed to show at all times the correct internal pressure and marked with a prominent red mark at the maximum permissible working pressure of the pressure vessel;

(c) a suitable nipple and globe valve connected for the exclusive purpose of attaching a test pressure gauge for checking the accuracy of the pressure gauge referred to in clause (b);

(d) a suitable stop valve or valves by which the pressure vessel may be isolated from other pressure vessels or plant or source of supply of pressure. Such a stop valve or valves shall be located as close to the pressure vessel as possible and shall be easily accessible; and
(e) a suitable drain cock or valve at the lowest part of the pressure vessel for the discharge of the liquid or other substances that may collect in the pressure vessel.

Every pressure vessel or plant in service shall be thoroughly examined by a competent person:
(a) externally, once in every period of six months;
(b) internally, once in every period of twelve months. If by reason of the construction of a pressure vessel or plant, a thorough internal examination is not possible, this examination may be replaced by a hydrostatic test which shall be carried out once in every period of two years:

62. Excessive weights –

(1) No woman or young person shall unaided by another person lift, carry or move by hand or on head, any material, article, tool or appliance exceeding the maximum limit in weight set out in Schedule annexed hereto. SCHEDULE 45

<table>
<thead>
<tr>
<th>Person</th>
<th>Maximum weight of material, article, tool or appliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Adult male</td>
<td>55 kg</td>
</tr>
<tr>
<td>(b) Adult female</td>
<td>30 kg</td>
</tr>
<tr>
<td>(c) Adolescent male</td>
<td>30 kg</td>
</tr>
<tr>
<td>(d) Adolescent female</td>
<td>20 kg</td>
</tr>
<tr>
<td>(e) Male child</td>
<td>16 kg</td>
</tr>
<tr>
<td>(f) Female child</td>
<td>13 kg</td>
</tr>
</tbody>
</table>

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

63. Protection of eyes – Effective screens or suitable goggles shall be provided for the protection of person employed in or in the immediate vicinity of the following processes –
(a) the processes which involve risk of injury to the eyes from particles or fragments thrown off in the course of the process.
(b) the processes which involve risk of injury to the eyes by reason of exposure to excessive light, [or infra red or ultra violet radiations].

66. Fire Protection 46 –

(1) Processes, equipment, plant, involving serious explosion and serious fire hazards:-
(a) all processes, storages, equipments, plants, etc. involving serious explosion and flash fire hazard shall be located in segregated building where the equipment shall be so arranged that only a minimum number of employees are exposed to such hazards at any one time.
(b) all industrial processes involving serious fire hazard shall be located in buildings or work places separated from one another by walls of fire-resistant construction.

(2) precautions against ignition – Where there is danger of fire or explosion from accumulation of flammable or explosive substances in air –

(a) All electrical apparatus shall either be excluded from the area of risk or they shall be of such construction and so installed and maintained as to prevent the danger of their being source of ignition;

(b) Workers shall wear shoes without iron or steel nails or any other exposed ferrous material which is likely to cause sparks by friction.

(c) Transmission belts with iron fasteners shall not be used;

(d) Smoking, lighting or carrying of matches, lighters or smoking materials shall be prohibited;

(3) Accumulation of flammable dust, gas fume or vapour in air or flammable waste material on the floors: - effective steps shall be taken for removal or prevention of the accumulation in the air of flammable dust, gas, fume or vapour to an extent which is likely to an extent which is likely to be dangerous.

**Fire Exits**

(4) In every room of a factory exits sufficient to permit safe escape of the occupants in case of fire or other emergency shall be provided which shall be free of any obstruction.

**SAFETY OFFICER**

There shall be one Safety Officer for factories employing between 1000 to 2000 workers. There shall be an additional Safety Officer for every additional 2000 workers or fraction thereof over one thousand.

(2) **Qualifications:**

(a) A person shall not be eligible for appointment as a Safety Officer unless he:

(i) possesses a recognized degree in any branch of engineering or technology and has practical experience of working in a factory in a supervisory capacity for a period of not less than two years, or possesses a recognised degree in physics or chemistry and has had practical experience of working in a factory in a supervisory capacity for a period of not less than 5 years, or possess a recognised diploma in any branch of engineering or technology and has had practical experience of working in factory in a supervisory capacity for a period of not less than 5 years.

(ii) possesses a degree or diploma in industrial safety recognised by the State Government in this behalf, and

(iii) has adequate knowledge of Hindi.

(b) not withstanding the provisions contained in clause (a) any person who:

- possesses a recognised degree or diploma in engineering or technology and has had experience of not less than 5 years in department of the Central or State Government which deals with the administration of the Factories Act, 1948, or the Indian Dock Labourers Act, 1934;

or

- possesses recognised degree or diploma in engineering or technology and has had experience of not less than 5 years, full time, on training, education, consultancy, or research in the field of accident prevention in industry or in any institution, shall also be eligible for appointment as a Safety Officer;

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48 Substituted,-Vide Haryana Govt, notification No. 14/40/87-6 Lab, dated 16th January, 1995.
Provided that the Chief Inspector may, subject to such conditions as he may specify grant exemption from the requirements of this sub-rule, if in his opinion a suitable person possessing the necessary qualifications and experience is not available for appointment;

Provided further that in the case of a person who has been working as a Safety Officer for a period not less than 3 years on the date of commencement of this rule, the Chief Inspector may, subject to such conditions as he may specify, relax all or any of the above said qualifications.

(3) **Conditions of Service** – (a) Where the number of Safety Officers to be appointed in a factory exceeds one, one of them shall be designated as the Chief Safety Officer and shall have a status higher than that of the others. The Chief Safety Officer shall be in overall charge of the safety functions as envisaged in sub-rule (4), the other Safety Officer working under his control.

(b) the Chief Safety Officer or the Safety Officer in the case of factories where only one Safety Officer is required to be appointed, shall be given the status of a senior executive and he shall work directly under the control of the Chief Executive of factory. All other Safety Officers shall be given appropriate status to enable them to discharge their functions effectively.

(c) the scale of pay and the allowances to be granted to the Safety Officers including the Chief Safety Officer and the other conditions of their service shall be the same as those of the other officers of corresponding status in the factory.

(d) in the case of dismissal or discharge, a Safety Officer shall have a right to appeal to the State Government whose decision thereon shall be final.

(4) **Duties of Safety Officers** – The duties of Safety Officers shall be to advise and assist the factory management in the fulfillment of its obligations, statutory or otherwise concerning prevention of personal injuries and maintaining a safe working environment. These duties shall include the following, namely:

(i) to advice the concerned departments in planning and organising measures necessary for the effective control of personal injuries;

(ii) to advise on safety aspect in all job studies, and to carry out detailed job safety studies of selected jobs;

(iii) to check and evaluate the effectiveness of the action taken or proposed to be taken to prevent personal injuries;

(iv) to advise the purchasing and store departments in ensuring high quality and availability of personal protective equipment;

(v) to provide advice on matters relating to carrying out plant safety inspections in order to observe the physical conditions of work and the work practices and procedure followed by worker and to render advice on measures to be adopted for removing the unsafe physical conditions and preventing unsafe actions by workers.

(vi) to render advice on matters related to reporting and investigation of industrial accidents and diseases;

(vii) to investigate accidents;

(viii) to investigate the cases of industrial disease contracted and dangerous occurrence reportable under rule 103;

(ix) to advise on the maintenance of such records as are necessary relating to accidents, dangerous occurrences and industrial diseases;

(x) to promote setting up of safety committees and act as adviser and catalyst to such committees.
(xi) to organise in association with the concerned department campaigns, competitions contest and other activities which will develop and maintain the interest of the workers in establishing and maintaining safe conditions of work and procedures; and

(xii) to design and conduct, either independently or in collaboration with the training department, suitable training and educational programmes for the prevention of personal injuries.

Safety Committee, Section 41-G (2) and 112 : -

In every factory:
(a) wherein 250 or more workers are ordinarily employed; or
(b) which carries on any process or operation declared to be dangerous under section 87 of the Act; or
(c) which carries on hazardous process as defined under section 2 (c) of the Act; There shall be a Safety Committee.

(1) The Safety Committee Shall consist of –
(a) a senior official, who by his position in the organisation can contribute effectively to the functioning of the committee and 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.

(2) The workers representatives of this committee shall be elected by the workers.

(3) The tenure of the committee shall be two years.

(4) Safety committee shall meet as often as necessary but at least once in every quarter. The minutes of the meeting shall be recorded and produced to the Inspector on demand.

(5) Safety committee shall have the right to be adequately and suitably informed of:
(a) potential safety and health hazards to which the workers may be exposed at work place;
(b) data on accidents as well as data resulting from surveillance of the working environment and of the health of workers exposed to hazardous substances so far as the factory is concerned;

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

(6) Functions and duties of the Safety Committee shall include –
(a) assisting and co operating with the management in achieving the aims and objects outlined in the Health and Safety Policy of the occupier;
(b) dealing with all matters concerning health, safety and environment and to arrive at practicable solutions to problems encountered;
(c) creating safety awareness amongst all workers;
(d) undertaking educational training and promotional activities;
(e) discussing reports on safety, environmental and occupational health surveys, safety audits, risk assessment, emergency and disaster management plans and implementation of the recommendation made in the report;
(f) carrying out health and safety surveys and identifying causes of accidents;
(g) looking into any complaint made on the likelihood of an imminent danger to the safety and health of the workers and suggesting corrective measures; and
(h) reviewing the implementation of the recommendations made by it.
(7) Where owing to the size of the factory, or any other reason, the functions referred to in sub-rule(6) cannot be effectively carried out by the safety committee, it may establish sub committee; as may be required to assist it.

68. Washing facilities, rule framed under section 42 –

(1) There shall be provided and maintained in every factory according to the nature of factory for the use of employed persons adequate and suitable facilities for washing.

(2) The washing facilities shall be the design standard laid down by Chief Inspector in case of each industry.

(3) (a) every container of water for washing facilities shall have smooth, impervious surface.

(b) suitable provisions will be made for sanitary disposal of the washings.

(4) For persons whose work involves contact with any injurious or obnoxious substance there shall be at least one tap for every fifteen person.

(5) If female workers are employed, separate washing facilities for female workers shall be provided and so enclosed or screened that the interiors are not visible from any place where persons of the other sex work or pass. The entrance to such facilities shall bear conspicuous notice in [Hindi and English] “For Women only” and shall also be indicated pictorially.

(6) The water supply to the washing facilities in case of industries involving contact with injurious or obnoxious substances shall be capable of fielding at least two gallons a day for each person employed in the factory and shall from a source approved in writing by the Health Officer.

The quantity of water required for other industries will be as approved by Chief Inspector of Factories.

68-A Facilities for storing and drying clothing, rule framed under section 43–

All classes of factories, mentioned in the schedule annexed hereto, shall provide facilities for keeping clothing not worn during the working hours and for the drying of wet clothing. Such facilities shall include the provision of such arrangements as are ordered by the Chief Inspector of Factories, in writing.

SCHEDULE

1. Glass works
2. Engineering Workshops
3. Iron and Steel works
4. Metal Foundries
5. Oil Mills.
6. Chemical works
7. Automobile workshops
8. Dyeing works

69. First-aid appliance rule under Sub-Section (1) of section 45 –

49 Substituted Haryana Govt, notification No. 14/04/87-6 Lab, dated 16th January, 1995.
The first-aid boxes or cupboards shall be distinctively marked with a red cross on white background and shall contain the prescribed.

69. A **Notice regarding first-aid** – A notice containing the names of the persons working within the precincts of the factory who are trained in first aid treatment and who are in charge of the first-aid boxes or cupboards shall be posted in every factory at conspicuous place and near each such box or cupboard. The name of the nearest hospital and its telephone number shall also be mentioned prominently in the said notice.

70. **Ambulance room** – The Ambulance room or dispensary shall be in the charge of a qualified medical practitioner assisted by at least one qualified nurse and such subordinate staff as the Chief Inspector may direct.

71. **Canteens** –

(1) Canteen or canteens shall be provided and maintained in all types of factories wherein more than two hundred and fifty workers are ordinarily employed.

(2) The occupier of every factory wherein more than two hundred and fifty workers are ordinarily employed shall provide in or near the factory an adequate canteen according to the standard prescribed in these Rules.

(3) The canteen building shall be situated not less than fifty feet from any latrine, urinal, boiler house, coal stacks, ash dumps and any other source of dust, smoke or obnoxious fumes or anything which may be considered insanitary:

(4) The canteen building shall be constructed in accordance with the plans approved by the Chief Inspector and shall accommodate at least a dining hall, kitchen, store-room, pantry with suitable fixtures and washing places separately for workers and for utensils.

(5) In a canteen the floor and inside wall up to a height of a 4 feet from the floor shall be made of smooth and impervious materials; the remaining portion of the inside walls shall be made smooth by cement plaster or any other manner approved by the Chief Inspector.

(6) The doors and windows of canteen building shall be of fly proof construction and shall allow adequate ventilation.

72. **Dining Hall** – The dining hall shall normally accommodate at a time 20 per cent of the workers working at a time:

73. **Equipment** – There shall be provided sufficient utensils, cutlery furniture and any other equipment necessary for the efficient running of the canteen. Suitable clean clothes for the employees serving in the canteen shall also be provided.

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

The charges per portion of foodstuff, beverages and any other items served in the canteen shall be conspicuously displayed in the canteen:

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76. **Managing Committee** - The Canteen Managing Committee shall consist of an equal number of persons nominated by the occupier and elected by the workers.

78. **Shelter, rest rooms and lunch rooms** - (1) The rule shall apply to all such factories wherein more than 150 workers are ordinarily employed.

(2) The shelter or rest rooms and lunch rooms shall conform to the following standards:

(a) the building shall soundly constructed and all the walls and roof shall be of suitable heat resisting material and shall be water proof. The floor and walls to the heights of 3 feet shall be so laid or finished as to provide a smooth and impervious surface.

(b) the height of every room in the building shall be not less than 12 feet from floor level to the lowest part of the roof and there shall be at least twelve square feet of floor area for every person employed. Provided that (i) workers who habitually go home for their meals during the rest periods may be excluded in calculating number of workers to be accommodated (ii) in the case of factories in existence at the date of commencement of the Act, where it is impracticable owing to lack of space to provide twelve square feet of floor area for each person, such reduced floor area per person shall be provided as may be approved in writing by the Chief Inspector.

(c) effective and suitable provision shall be made in every room for securing and maintaining adequate ventilation by the circulation of fresh air and there shall also be provided and maintained sufficient and suitable natural or artificial lighting.

(d) every room shall be adequately furnished with chairs or benches with back rests. (e) Sweepers shall be employed to keep the rooms, Buildings and precincts thereof in clean and tidy condition.

79. **Crèches** — (1) In every factory wherein more than [thirty]\(^52\) women workers are ordinarily employed the crèches shall be conveniently accessible to the mothers of the children accommodated therein and so far as reasonably practicable shall not be situated in close proximity to any part of the factory where obnoxious fumes, dust or odours are given off or in which excessively noisy processes are carried on.

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

(3) The height of the rooms in the building shall be not less than twelve feet from the floor to the lowest part of the roof and there shall be not less than 20 square feet of floor area for each child to be accommodated.

(4) Effective and suitable provision shall be made in every part of the crèche for securing maintaining adequate ventilation by the circulation of fresh air.

(5) The crèche shall be adequately furnished and equipped and in particular there shall be one suitable cot or cradle with the necessary bedding for each child (provided that for children over two years of age it will be sufficient if suitable bedding is made available) at least one chair or equivalent seating accommodation for the use of each mother while she is feeding or attending to her child, and a sufficient supply of suitable toys for the older children.

THE INSPECTING STAFF

Section 16 Qualifications of Inspector: - No person shall be appointed as an Inspector for the purposes of the Act, unless he possesses the qualifications specified for Factory Inspectors in the Punjab Labour Service (Class I and II), Rules, 1955.

Section 16-A Powers of Inspector: - An Inspector shall, for the purpose of the execution of the powers assigned to him under the Act within the local limits of his jurisdiction have power to do all or any of the following things that is to say –

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

Provided that the powers of district magistrates and such other public officers as are appointed to be Additional Inspectors shall be limited to the inspection of Factories for the purpose notified under sub-section (5) of section 8.

Section 16-B. Guidelines, instructions and records: -

(1) The Chief Inspector, may from time to time, issue guidelines and instructions regarding the general duties of the occupier relating to health, safety and welfare of all workers while they are at work in the factory.
(2) The occupier shall maintain such records, as may be prescribed by the Chief Inspector in respect of monitoring of working environment in the factory.

Section 17. Duties of Certifying Surgeon: -

(1) For purposes of the examination and certification of young persons who wish to obtain certificates of fitness, the Certifying Surgeon shall arrange a suitable time and place for the attendance of such persons and shall give previous notice in writing of such arrangement to the managers of factories situated within the local limits assigned to him. He may also arrange where possible to get the women workers examined by a Lady Doctor.
(2) (a) The Certifying Surgeon shall issue his certificates the foil and counterfoil of which shall be filled and the left thumb mark of the person in whose name the certificate is granted shall be taken on them. On being satisfied as to the correctness of the entries made therein and of the fitness of the person examined, he shall sign the foil and initial the counterfoil and shall deliver the foil to the person in whose name the certificate of fitness is granted. The foil so delivered shall be the certificate of fitness granted under the Act. All counterfoils shall be kept by the Certifying Surgeon for a period of at least 2 years after the issue of the certificate.
(b) On the request of an Inspector, Certifying Surgeon or medical practitioner shall examine any person produced before him and issue certificate regarding his age and fitness. No fee shall be charged for such examination or for the grant of certificate in pursuance thereof.

(c) A Certifying Surgeon revoking a certificate shall stamp the word “Revoked” in red ink on the foil and counterfoil.

(d) If a Certifying Surgeon refuses to grant to any person a certificate under this rule, no fresh application for certificate shall be made on behalf of that person until a period of three months has elapsed, unless the Certifying Surgeon who he refused to grant the certificate, gives permission in writing, for an application to be made at an earlier date.

(e) Every practitioner authorised to exercise provisionally the powers of Certifying Surgeon shall grant certificates in the manner provided under this rule. Certificates issued by him shall be valid for a period of 6 months unless countersigned by the Certifying Surgeon. The work “Provisional” shall be printed or stamped in red ink at the top of each foil and counterfoil.

(f) When a person to whom a certificate has been granted loses such certificate, he may apply to the Certifying Surgeon for a copy of the certificate, and the Certifying Surgeon after making such enquiry from his employer if he is unemployed from his last employer and from such other sources as he deems fit may grant a duplicate thereof. The word “Duplicate” shall be clearly written in red ink across such certificate and initialled by the Certifying Surgeon. The counterfoil in the bound book of forms shall be similarly marked “Duplicate” and initialled.

(g) For every copy of a certificate, a fee of Rs.25 paise which shall be credited to Government, shall be charged. The Certifying Surgeon shall maintain a register of all fees paid for the issue of copies of certificates and shall initial each entry made therein.

(h) No duplicate of a certificate shall be granted to any person otherwise than in accordance with the provisions of this rule.

(i) No child, adolescent or a young person shall be certified as fit to work in a factory unless he or she-

(i) is free from organic disease;
(ii) has a good physique;
(iii) is capable of enduring of the kind of work that has to be performed in the factory;
(iv) is mentally sound; and
(v) is protected against small pox by vaccination.

(j) The examination of children and adolescents under the Act shall be carried out by the Certifying Surgeon free of charge in cases where such examination is required either by Factory Inspector or by the manager or occupier of the factory where the candidate concerned is either already employed or accepted for employment:

Provided that usual fees shall be charged from candidates brought for examination for purposes of the Act by the candidates guardians or from candidates appearing on their own.

3) The Certifying Surgeon shall, upon request by the Chief Inspector, carry out such examination and furnish him with such report as he may indicate, for any factory or class or description of factories where-

(a) cases of illness have occurred which it is reasonable to believe are due to the nature of the manufacturing process carried on or other conditions of work prevailing therein; or
(b) by reason of any change in the manufacturing process carried on, or in the substances used therein, or by reason of any new manufacturing process or of any new substance for use in a manufacturing process there is a likelihood of injury to the health of workers employed in that manufacturing process; or
(c) young persons are, or are about to be, employed in any work which is likely to cause injury to their health.

4) For the purpose of the examination of persons employed in processes covered by the rules relating to dangerous operations, the Certifying Surgeon shall visit the factories

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within the local limits assigned to him at such intervals as are prescribed by the rules relating to such dangerous operations.

(5) At such visits the Certifying Surgeon shall examine the person employed in such processes and shall record the results of his examination in a register known as the Health Register which shall be kept by the factory manager and produced to the Certifying Surgeon at each visit.

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

(7) The manager of a factory shall afford to the Certifying Surgeon facilities to inspect any process in which any person is employed or likely to be employed.

(8) The manager of a factory shall provide for the purpose of any medical examination which the Certifying Surgeon wishes to conduct at the factory (for his exclusive use on the occasion of an examination) a room which shall be properly cleaned and adequately ventilated and lighted and furnished with a screen, a table (with writing materials) and chairs.

Note — Only the sections relevant to the study have been included.