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Particulars of DGFASLI Organisation - its function & duties

The Directorate General of Factory Advice Service & Labour Institutes (DGFASLI), formerly known as Chief Adviser of Factories, was set up in 1945 in Delhi, with the objective of advising the Central and State Governments on administration of the Factories Act, 1948 and liaising with factories inspection services in the States. The office was subsequently shifted to Mumbai in 1966.

DGFASLI achieved significant importance as an attached office of the Ministry of Labour, Government of India serving as a technical arm to assist the Ministry in formulation of national policies on Occupational Safety and Health in Factories and Docks.

The Dock Workers (Safety, Health and Welfare) Act, 1986 and the Regulations, 1990 provide for Safety, Health and Welfare of dock workers. These are enforced by the DGFASLI through the Inspectorates of Dock Safety set up in all the major ports in India.

DGFASLI organisation comprises of the headquarters, the 5 Labour Institutes and 11 Inspectorates of Dock Safety.

- Headquarter situated in Mumbai.
- Central Labour Institute in Mumbai.
- Regional Labour Institutes in Kolkata, Chennai, Kanpur and Faridabad.
- Inspectorates of Dock Safety at Mumbai, Kolkata, Chennai, Kandla, Mormugao, Tuticorin, New Mangalore, Cochin, Visakhapatnam, Paradip and Jawaharlal Nehru Port.

In 1959, the Central Labour Institute, Mumbai was established under UNDP Project as a socio-economic laboratory and as a national institute dealing with scientific study of all human aspects of industrial development. Subsequently, Regional Labour Institutes are the scale down version of CLI and were established at Kolkata, Kanpur, Chennai and Faridabad to serve as Regional Centres.

The Labour Institutes are fully equipped with necessary laboratory facilities for conducting studies and surveys in the field of safety and health. The Institutes are also having conference facilities fully supported with modern audio-visual equipment. Industrial Safety, Health and Welfare Centers are also established at these Labour Institutes. Apart from this, Mobile Safety Exhibition Vans are also available for taking the message of Safety and Health to the doorsteps of factories. Training Centers and Safety Exhibition Centers are also established in some of the inspectorates of dock safety.
HEAD QUARTERS, MUMBAI

The DGFASLI headquarters at Mumbai maintains overall liaison with the labour institutes, frames policy, plans and executes the programme concerning the organisation on matters pertaining to safety, health and welfare of workers in industries and docks and implements technical projects and liaises with national and international agencies. The headquarters consists of the following divisions:

1. Factory Advice Service
2. Statistical Cell
3. Dock Safety
4. Construction Safety
5. Awards

FACTORY ADVICE SERVICE

The activities of the division includes interpretation of the provisions of the Factories Act, 1948 and the State Factories Rules, formulation of Model Rules, recommending amendments to the provisions of the Factories Act and the Rules whenever necessary, issue of technical guidelines, recommending approval of flameproof equipment for use in the factories, review and comment on documents on safety and health from the International Labour Organisation (ILO) and other international agencies and participation in international programmes.

A conference of the Chief Inspectors of Factories of the States is convened annually for the purpose of obtaining their views and suggestions regarding the changes that need to be made in the Factories Act, 1948 and Rules to meet the changing conditions brought about by new technology.

The division also grants approval for Five Weeks Course for Supervisors to be employed in Hazardous Process Industries under Section 41-C(b) of the Factories Act, 1948 being run by institutes.

STATISTICAL CELL

The statistical cell under the division collects and compiles accident statistics and other information related to the administration of the Factories Act and Rules framed there under. This information base is used in planning and implementation of national policies concerning occupational safety and health. This information is also used to prepare replies to the various Parliament questions.

DOCK SAFETY

The office of the Chief Adviser of Factories, presently known as DGFASLI drafted the Indian Dock Labourers Regulations, 1948 under the Indian Dock Labourers Act, 1934. The Chief Adviser of Factories started administering the Regulations from 1948 in the five major ports of Mumbai, Kolkata, Chennai, Kochi and Visakhapatnam through the
three Inspectorates of Dock Safety set up in Mumbai, Kolkata and Chennai. Besides these Regulations, the Dock Workers (Safety, Health and Welfare) Scheme, 1961 framed under the Dock Workers (Regulation of Employment) Act 1948 was also enforced by the Inspectorates of Dock Safety in the major ports. Subsequently, seven more ports namely, Paradip, Tuticorin, New Mangalore, Mormugoa, Deendayal Port (Kandla), Jawaharlal Nehru Port (Nhava Sheva) and Kamraj Port Limited (Ennore) were declared as major ports.

Consequent to the recommendation of the First National Commission on Labour (Gajendranagar Commission) a common comprehensive law on safety and health of dock workers titled the Dock Workers (Safety, Health and Welfare) Act, 1986 was framed and made applicable from 15th April, 1987. Under this Act, a set of comprehensive regulations called the Dock Workers (Safety, Health and Welfare) Regulations, 1990 was framed and brought into force with effect from 18th March 1990 and thereby repealing the earlier regulations and scheme. The new Act and Regulations are in line with the ILO Convention 152 concerning safety and health in dock work. The Director General, FASLI is the Chief Inspector of Dock Safety and the administration of these dock safety statutes is carried out by the Ministry of Labour through DGFASLI, Mumbai.

The Chief Inspector of Dock Safety is also entrusted with the responsibility of enforcing the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 framed under the Environment (Protection) Act 1986, in the port sector.

The main focus of the Dock Safety division is on:

- Administering the Dock Workers (Safety, Health and Welfare) Act, 1986 and the Dock Workers (Safety, Health and Welfare) Regulations 1990 framed there under involving administrative approval of decisions arising out of enforcement of the Statutes by the Chief Inspector of Dock Safety and fixing inspection priorities, etc. in all the eleven major ports.

- Proposing amendments to the existing Dock Safety Legislation.


- Planning and policymaking.

- Advisory services to the Port Authorities, Dock Labour Boards, Stevedores and other employers of dockworkers.

- Organising and conducting the meetings of advisory committee.


The enforcement function is carried out through the eleven inspectorates located at the major ports namely Mumbai, Kandla, Mormugao, JN Port, Kolkata, Vishakhapatnam, Paradip, Chennai, Cochin, New Mangalore and Tuticorin with their regional inspectorates in Mumbai, Kolkata and Chennai. These
Inspectorates of Dock Safety are responsible for carrying out the following major activities:

**Enforcement:**

- Inspection of ships, docks, loose gear, lifting appliances, transport equipment, etc.
- Investigation of accidents and dangerous occurrences
- Launching of prosecutions

**Advisory Services:**

Rendering technical advice to;

- The port authorities
- Other employers of dockworkers
- Portusers

**Safety Promotional activities:**

- Functioning as representatives of the Chief Inspector of Dock Safety on the Dock Safety Committees at ports

**CONSTRUCTION SAFETY DIVISION**

The Construction Safety division undertakes activities like collection of data related to manpower, accidents and dangerous occurrences in the construction sector of the country and training of managerial and supervisory personnel at the national and international levels with the assistance of international agencies and workers’ and employers’ associations.

**AWARDS CELL**

The Awards division of DGFASLI, Mumbai operates two national level award schemes namely National Safety Awards (NSA) & Vishwakarma Rashtriya Puraskar (VRP). Government of India, Ministry of Labour & Employment in 1965, instituted these two schemes. National Safety Awards Scheme was instituted to give recognition to outstanding performance on the part of industrial establishments and ports to stimulate and maintain the interest of both the management and workers in accident prevention and safety promotion Vishwakarma Rashtriya Puraskar was instituted to recognize workers employed in factories, docks and construction sites at the national level for their outstanding suggestions that result in increased efficiency, productivity, quality, safety and working conditions including import substitution at the plant level.

The Awards division also provides technical support and secretarial assistance to the Prime Minister’s Shram Awards Scheme being operated by the Ministry of Labour & Employment. The objective of the Prime Minister’s Shram Awards Scheme is to
recognize the workmen both from public and private sector organizations at the national level for their outstanding contributions, distinguished record of performance and devotion to duty of a high order.

CENTRAL LABOUR INSTITUTE, MUMBAI

The Central Labour Institute (CLI), Mumbai was conceived by the Government of India during the first 5-year Plan as a center for research, training and consultancy on the various aspects of industrial work related to the human factor. The Institute commenced its activities in a rented building in 1961. The first Prime Minister of India, Late Pandit Jawaharlal Nehru, laid the foundation stone of the CLI building. It was shifted to its present premises in 1966 when Late Dr. Sarvepalli Radhakrishnan inaugurated the building on 9th February 1966, the then President of India.

The activities of the institute are geared to improve work methods and working conditions so as to enhance the safety, health and productivity of the industrial workers and in general, their quality of work life. In this endeavor, the CLI interacts with the state factory inspectorates, employers’ associations, trade unions, and professional bodies and institutes concerned with the matter. Further, the ILO/ARPLA has designated the institute as a center of excellence for training in labour administration for Asian and Pacific countries. It is the national center of International Occupational Safety and Health Information Centre (CIS, ILO Geneva) for India. It is also the Indian Centre for International Occupational Labour Organisation (ILO). Its activities are spread all over the country with main emphasis on the factories located in the western states of the country.

The divisions in CLI are organized as given below:

1. Industrial Safety
2. Industrial Hygiene
3. Industrial Medicine
4. Staff Training and Productivity
5. Management Information System
6. Major Accident Hazards Control
7. Work Environmental Engineering Division

1. INDUSTRIAL SAFETY DIVISION

The Industrial Safety Division provides inputs aimed at the improvement of working conditions and safety standards in factories and docks through training, consultancy, field studies, surveys and also undertaking safety promotional activities. It contributes towards:

- Evolution of a safety movement in the country
• Creation of national awareness on safety

• Development of infra-structure on safety at national level through competence building

• Training of Inspectors of Factories and technical support for effective enforcement of Factories Act, 1948 by providing latest techniques

• Arranging training for enforcement officials from the Developing Countries.

**Studies and Surveys**

National surveys are undertaken to study the prevailing status of working conditions, standards and the level of safety performance in particular industries and operations as is necessary for planning.

Unit level studies are carried out with the objective of assessing the safety related problems and formulating recommendations for improvement for the benefit of the unit.

Consultancy studies are undertaken in the areas of Occupational Safety, at the request of the Managements or Government Agencies like Factory Inspectorates. The objective is to assess the deviation from safety norms and standards and recommending feasible correctivesteps.

**Training**

In keeping with its pioneering role in the field of industrial safety, the Division has been conducting training for the benefit of foreign delegates, comprising Factory Inspectors and Labour Administrators under various technical cooperation schemes such as Colombo Plan, Special Commonwealth African Assistance Programme (SCAAP), and Commonwealth Fellowship for technical co-operation and nominees from ILO, Geneva.

Specialized training courses are conducted for identified target groups such as Senior Managers, Safety Officers, Supervisors, Competent Persons, Trade Union Officials and Safety Committee Members from the industry. The significant courses are:

• Basic Course for Inspectors of Factories nominated by State Governments.
• Refresher course for Senior Inspectors nominated by State Governments.
• Testing and examination of lifting machinery, lifting tackles and pressure vessels
• Safety audit
• Refresher course for Safety Officers
• Training programme for Trade Union Leaders
• Functioning of Safety Committees
• Safety Management Techniques and Loss Control in Industries
• Industrial Ventilation, Noise and Illumination Hazards
• HAZOP, HIRA and Process Safety
Advanced Diploma in Industrial Safety (ADIS)

A One Year full time Advanced Diploma Course in Industrial Safety (ADIS) is conducted with the objective of providing qualified Safety Officers to the Industrial, Construction and Port Sectors to enable them to meet with statutory obligations.

Facilities:

Industrial Safety, Health and Welfare Center:

A unique center for arousing awareness on Safety and Health. The Industrial Safety, Health and Welfare Center demonstrates methods, arrangements and appliances for promoting safety and health awareness of workers. This center has working models and exhibits depicting safety, health and welfare in the form of properly guarded machines, personal protective equipment, safe methods of material handling, ergonomics and work light and colour schemes. The arrangements propagate the message for safety and health at workplaces. This center is open to organized groups from industry and educational institutions with prior appointment. Senior Executives from industries and Government officials also visit the center. For details please contact Director(Safety) & Incharge SafetyDivision

2. INDUSTRIAL HYGIENE DIVISION

The Industrial Hygiene division is concerned with the improvement of industrial work environment and comprises of Industrial Hygiene Laboratory (IHL), Respiratory PPE Testing Laboratory (RTL) and Non-Respiratory PPE Testing Laboratory (NRTL).

The division undertakes various studies/surveys, national projects and training courses to protect the health of industrial workers through identification, evaluation, and control of chemical hazards and advises the management on ways to meet the requirements prescribed in the Second Schedule (under Section 41F) to the Factories Act, 1948.

The IHL has sophisticated advanced equipments such as Atomic Absorption Spectrophotometer (AAS), High Performance Liquid Chromatography (HPLC), Gas Chromatography (GC), Phase contrast & Polarized Microscope, Mercury Analyzer, etc., to undertake analysis of different types of airborne contaminants by conducting Industrial Hygiene studies/surveys in various industries.

Respiratory PPE Testing Laboratory (RTL), carries out tests for the performance and efficiency of Respiratory Personal Protective Equipment such as dust respirators, canister, cartridges, compressed air cylinders and compressor breathing air quality, etc., and advises manufacturers on improvements required to meet prescribed standards.

Non Respiratory PPE Testing Laboratory (NRTL) carries out the testing of non-respiratory personal protective equipment such as Safety Helmets, eye protectors, ear protectors, PVC/leather/rubber hand gloves, safety belts & full body harness, safety shoes, PVC/leather suit/clothing, apron, etc.
These personal protective equipments (PPEs) are tested as per the specifications set by the Bureau of Indian Standards (BIS). Based on the test reports, technical advice and guidance on quality improvement are provided to entrepreneurs and manufacturers. User industries are also advised on proper selection, use, care and maintenance of various personal protective equipments.

Industrial Hygiene division organizes training programmes and workshops in the area of Industrial Hygiene for all types of industries. These training courses are meant to help safety officers, laboratory chemists, supervisors and middle level managers in identification, recognition, evaluation and control of workplace hazards in their industries.

3. INDUSTRIAL MEDICINE DIVISION

The Industrial Medicine division aims to prevent and contain various health hazards at the workplace brought in by industrialization. The hazards may arise from physical, chemical, biological, ergonomical and psychological factors at the place of work.

Occupational health studies and surveys covering particular industries like asbestos, dyestuff, cement, chemical, engineering and ports, are carried out to assess the prevalence of occupational diseases. The division also runs a National Referral Diagnostic center to diagnose occupational diseases. Suitable recommendations such as medical surveillance, use of personal protective equipment, facilities for personal hygiene and first-aid, etc. are made, to prevent and control health hazards.

The division also carries out training, two major ones, being the training of factory medical officers and workers on occupational health aspects and first-aid. It has also started a three-month postgraduate course in industrial health (AFIH) for factory medical officers from March 1993.

The laboratory attached to the division has state of the art facilities for medical investigations including visual acuity tests, audiometric evaluation, and pulmonary function tests etc.

4. MANAGEMENT INFORMATION SYSTEM DIVISION

The main objective of the division is creation and operation of reference service on occupational safety and health, to act as a Action Resource Center for collection, processing and dissemination of OS&H information and contribute to the prevention of occupational injuries and diseases in the country.
Major Activities being carried out by the division are:

**Design and maintenance of DGFASLI website**

In order to disseminate information on OSH so as to reach the large work force, safety and health professionals and agencies engaged in safety and health, DGFASLI launched its website with the URL [http://www.dgfasli.gov.in](http://www.dgfasli.gov.in). This website is being maintained by the division and it has received tremendous response from the end-users based in India as well as abroad. Based on the feedback the division improvises the content of the website and adds new modules.

**Databases on occupational safety and health**

Databases in the area of Major Accident Hazard Installations, hazardous chemicals, national specialist, ship inspection, Parliament question, FAS proforma, Factories Act Amendment, Awards etc. have been developed.

**CIS National Centre for India**

The division operates the CIS National Centre for India and provides information and services on occupational safety and health.

**Library-Cum-Information Centre**

The library has about 20,000 volumes on the various disciplines dealt with by the Institute. About 100 Indian and foreign journals are also available in the library. The people refer to the library from the industry and post-graduate students of professional courses besides the faculty of the institute.

5. **STAFF TRAINING AND PRODUCTIVITY DIVISION**

The International Labour Organization organized a pilot project on supervisory training in India in 1952. Encouraged by the results of the pilot project and realizing that such training is an essential requirement for the successful implementation of the plans for the industrialization of the country and Ministry of Labour. Government of India set up the Training Within Industry (TWI) Centre in Mumbai in 1955 with the assistance of the ILO. In keeping with the changing trend of manpower training and development activities, the Centre was later renamed as the Staff Training Division.

The division -

- Conducts comprehensive supervisory trainers’ development projects.
- Helps industry to set up training and development cells with persons trained by the division.
- Assists industry in institutionalizing their manpower training and development efforts by helping them to formulate their training and development plans.
The division is conducting Public/Inplant Training Programmes on the following topics:

- Team Building for Health, Safety & Welfare at work
- Personal Growth & Group Dynamics for Improving Health & Safety at Work
- Effective Supervision for Results
- Training Methodology for Trainers

Also the division conducts One Month Specialized Course in Safety & Health for Supervisory Personnel Working in Hazardous Process Industries. Under Section 41C(b) of the Factories Act 1948, as amended in 1987 has imposed specific responsibilities of the occupier in relation to the hazardous processes which states that every occupier of the factory involving any hazardous process shall appoint person who possess qualification and experience in handling hazardous substances and are competent to supervise such handling within the factory and the Chief Inspector may require the supervisor to undergo training in Health & Safety. Realizing the need of the course, the one-month Certificate Course has been started at to provide an opportunity to gain insight to safety system and procedures. Over a period of time the activities have expanded to cover the training of management and trade union representatives to help organization, create a climate conducive for the development and productivity.

The objectives of productivity aspects are improving productivity and working conditions and promoting labour-managed cooperation in industrial units, thus contributing to quality of work life.

The above objectives are sought to achieve through training courses and consultancy projects. In consultancy projects a management-labour project team is invariably developed and the experts of the division work as technical consultants and catalysts to the team.

Some of the courses conducted by the division are as Public Training Programmes as well as Inplant Training Programmes:

Productivity & Quality Improvement through Effective Employee Participation.

6. MAJOR ACCIDENT HAZARD CONTROL DIVISION

Major Accident Hazards Control division was established at CLI Mumbai in the year 1987 in name of Major Accident Hazards Control Advisory (MAHCA) Division as one of outputs of the ILO project Establishment and initial operation of Major Accident Hazards Control System. The project was executed by the DGFASLI in the close collaboration with factory inspectorates of various states and Union Territories. Although the project was completed in December 1990 but division continues to provide important services for the control of major accident hazards in the country.

The important achievements of this division are:
• Setting up of a three tier technical organization on major accident hazards control at the national, regional and state levels.

• Preparation of Major Accident Hazards Control (CIMAH) Rules

• Training of inspector of factories for effective inspection of major accident hazards installations

• Development and publication of training manuals and check lists

• Preparation of guidelines for inspection of chemical plants, on-site emergency plans and safety reports

Major Accident Hazards Control division offers the following services:

• Conducting institutional and in-plant training programmes/ workshops on Major Accident Hazards Control, Hazard and Operability (HAZOP) Study, On-site Emergency Preparedness and Off-site Emergency Preparedness for MAH installations/related Govt. functionaries.

• Conducting studies and surveys on specialised areas of Risk Assessment, HAZOP and Emergency Preparedness in Major Accident Hazards installations.

7. WORK ENVIRONMENTAL ENGINEERING DIVISION

The Environmental Engineering Division of Central Labour Institute, Mumbai is a combination of engineering and industrial hygiene branches dealing with identification, assessment and control of physical hazards in industries. Although the emphasis is given on the engineering control of the working environment, it is important not to forget the recognition of potential health hazards is done by the industrial hygienist. The EED identifies the cause and effect relationship of physical hazards to exercise the engineering control to eliminate the work environmental hazards for protecting workers from occupational diseases. EED also deals with logical and systematic approach toward recognizing and defining the potential exposures that exist within the occupational work environment which cannot be underestimated. EED helps the industries for solving a problem of physical hazards and concludes with adequate data to support that conclusion. The EED presents an outline of procedural method that can be used to recognize and evaluate physical hazard exposures that may be present within the work environment to provide a logical method of controlling the exposure.
The Division is well-equipped with Environmental Engineering Parameters and sophisticated monitoring equipments for industrial research, study and consultancy services including In-plant and In-house training programmes in the following areas:

- Industrial Noise
- Industrial Vibration
- Evaluation of ventilation system and thermal comfort
- Evaluation of illumination levels in the work places

**FACILITIES AT CENTRAL LABOUR INSTITUTE (CLI):**

Central Labour institute Mumbai has training hall, conference room and hostel facility for successful organisation of institutional training programmes/workshops. For details/updates, kindly refer department website: [www.dgfasli.gov.in](http://www.dgfasli.gov.in).

**Auditorium and Conference Rooms**

The Central Labour Institute has an auditorium with a seating capacity of about 300 persons. It has 3 air-conditioned conference rooms, fully equipped with audio visual aids. Two conference rooms have a seating capacity of approximately 30 persons each and one conference room for 15 persons. A fully furnished classroom having a seating capacity of 60 students is also available.

**Hostel**

The institute also has a well-furnished hostel with facility for catering to both the international and national level participants.

**REGIONAL LABOUR INSTITUTES**

The Regional Labour Institutes (RLIs) located at Chennai, Kanpur, Kolkata and Faridabad are scaled down version of the Central Labour Institute, Mumbai and are located in such a way that each institute serves one region of the country. These institutes are accordingly equipped in the following areas:

- Industrial Safety
- Industrial Hygiene
- Industrial Medicine
- Major Accident Hazards Control

The facilities available in the Regional Labour Institutes are:

- Industrial Safety, Health & Welfare Center
- Mobile Safety Exhibition
- Auditorium and Conference Hall
- Hostel.
REGIONAL LABOUR INSTITUTE, CHENNAI
The Regional labour Institute, Chennai was set up in the year 1960 with its Safety, Health and Welfare Center located in a rented premise at Royapettah. All the activities and facilities of the Institute were then consolidated in its own premises at 1 Sardar Patel Road in an area donated by the State government.

The institute was formally inaugurated by the then Hon’ble Chief Minister of Tamil Nadu Shri M. Bhakthavathchalam in the presence of the then Hon’ble Union Labour Minister Shri D. Sanjivayya and it serves the Southern States of the country.

REGIONAL LABOUR INSTITUTE, KANPUR
The Regional Labour Institute, Kanpur was started on 31st March, 1962. The building was inaugurated on 6th July, 1966 by the Hon’ble Chief Minister of Uttar Pradesh Shrimati Sucheta Kriplani. The Institute serves the northern states of the country.

REGIONAL LABOUR INSTITUTE, KOLKATA
The Regional Labour Institute, Calcutta was set up at the present location in the year 1965. It was inaugurated by the then Hon’ble Union Labour Minister Shri D. Sanjivayya at a function presided over by Shri P.C. Sen, the Hon'ble Chief Minister of West Bengal. The Institute serves the Eastern States of the country.

REGIONAL LABOUR INSTITUTE, FARIDABAD
The Regional Labour Institute, Faridabad has been established under the Plan scheme during IXth and Xth Plan period. The building of RLI, Faridabad was inaugurated on 10th February, 2009. The Institute has its jurisdiction in the States of Haryana, Punjab, Himachal Pradesh and U.Ts of Delhi, J&K and Ladakh.

The Regional Labour Institute, Faridabad is being developed as Advance Centre of safety systems in the area of Occupational Safety and Health in MSMEs and Chemical Process Industries.

CONSTRUCTION ACTIVITY FOR REGIONAL LABOUR INSTITUTE, SHILLONG
Signing of Lease of Deed Agreement for transfer of land at Government ITI Rynjah Shillong for setting up Regional Labour Institute at Shillong was done on 14th October, 2015 and the construction of boundary wall was started on 5th October, 2016. The foundation stone for the construction of a Regional Labour Institute at Shillong was laid by the Hon’ble Union Minister of State (Independent Charge) Labour & Employment, Shri. Bandaru Dattatreya on 6th January, 2017.
POWERS AND DUTIES OF THE OFFICERS AND EMPLOYEES

Duties of Director General

1. Advising Central and State Governments, as well as Industry on matters pertaining to Safety, Health and Welfare as well as productivity and training in factories.

2. Providing guidance to the research, training and other scientific and technical activities of the Central and Regional Labour Institutes in fields of Safety, Occupational Health and Hygiene, etc.

3. Maintaining liaison with other research institutions within the country and abroad, who have similar interests, so as to enrich the activities of DGFASLI in the fields of research and also connected with research institutions in their Boards to give suggestions and guidelines for research projects.


5. Responsible for the planning and budgeting and other administrative matters pertaining to the DGFASLI Organisation as the Head of Department.

6. Keeping liaison with the Ministry for efficient functioning of the Organisation

Duties of Deputy Director General

Deputy Director General provides technical and administrative support to the Director General and discharges the following functions:

1. Providing guidance in the planning, co-ordination and execution of studies and surveys in the industrial units and compilation of reports – Guidance for the research activities in the Institute.

2. Scrutiny and advice in the preparation of technical reports and papers.

3. Guidance in the publication of the technical bulletins and other brochures.

4. Rendering advice to management and unions on occupational health matters.

5. Participation in technical activities like training programmes, seminars, etc.

6. Liaising with professional bodies in the country and abroad with a view to meet the research and training needs of the personnel of the Organisation and thereby augment the technical activities.
7. Examination of the briefs being sent to the Ministry concerning Parliament Questions and other references.

8. Correspondence with the Ministry concerning ILO Conventions pertaining to Environmental Hygiene & Occupational Health matters.


10. Liaison with employer’s organizations and trade unions with a view to promote occupational safety and health activities in the country.

11. Being responsible for the preparation of plan proposals, budget proposals, etc.

**Duties of Director (Safety)**

1. Dealing with matters concerned with Factories Act and Model Rules.

2. Administering the Dock Workers’ (Safety, Health & Welfare) Act

3. Planning, organising and coordinating research, education and training activities pertaining to safety in factories and docks.

4. Preparation of training materials, safety literature, etc.

5. Preparation of returns, reports and papers for use in factories and docks.

Apart from this, when a Director (Safety) is posted in Dock Safety Division or Factory Advice Service Division or Awards Division or in the Safety Division of Central Labour Institute or in the Regional Labour Institute, then he has to perform some Division /Institute specific functions/ duties. These duties are as follows:

**Specific duties of Director (Safety) in Dock Safety Division**

1. Coordination of enforcement of the statutes like the Dock Workers (Safety, Health & Welfare) Act, 1986; Rules and Regulation framed thereunder and also the Manufacture, Storage and Import of Hazardous Chemical Rules 1989 in majorports.

2. Investigation of accidents, prosecution cases, granting and renewal of competency to technical personnel (competent persons); empanelment of medical practitioners, issue of safety performance reports to stevedoresetc.

3. Drafting amendments to the statutes and preparing replies to the parliament questions and assurances.

4. Organising meetings of advisory committee
Specific duties of Director (Safety) in Factory Advice Service Division

1. Coordination of administration of the statutes like the Factories Act, 1948 and the Rules made thereunder and also the Manufacture, Storage and Import of Hazardous Chemical (MSIHC) Rules, 1989 which are being enforced by the Chief Inspectors of Factories (CIFs) of all States and Union Territories.
2. Renders advice to CIFs on interpretation of the provisions of the Factories Act and other statutes
3. Deals with the Court Cases under the Act
4. Overall administration of the Division and developmental activities, national seminars, workshops, and correspondence with Ministry of Labour and Employment and other Ministries of Government of India
5. Action on ILO convention and recommendations
6. Action on Amendments to the Factories Act, 1948

Specific duties of Director (Safety) in Awards Division

1. Work related with the administration of National Safety Awards and Vishwakarma Rashtriya Puraskar Scheme
2. Seeking applications, scrutiny/processing of applications; including their internal assessment and evaluation; review by awards committee finalisation of awards, organising awards distribution function, etc
3. Look after the complete processing of Prime Minister’s Shram Awards applications.

Specific duties of Director (Safety) in Safety Division of Central Labour Institute

1. Conducting one year Advanced Diploma Course in Industrial Safety
2. Looking after the training programmes both at Institute as well as in-company.
3. Coordinating and conducting studies and surveys in the field of industries safety.
4. Looking after the administration of the division.

Specific duties of Director (Safety) in Safety Division of Regional Labour Institutes

1. The seniormost Director looks after the administration of the Institute.
2. Coordinates with the Chief Inspectors of Factories of the region for national studies, surveys and collection of data.

3. Conducting one year Advanced Diploma Course in Industrial Safety.

4. Undertakes training programmes both at institute as well as at unit level.

**Duties of Deputy Director (Safety):**

1. Dealing with matters concerned with Factories Act and Model Rules.


3. Conducting and guiding of surveys and research studies in the field of industrial safety.

4. Preparation of safety literature and guiding in such work.

5. Providing guidance to industry and means of prevention of industrial accidents.

6. Conducting educational and training programmes.

Apart from this, when a Deputy Director (Safety) is posted in Dock Safety Division or Factory Advice Service Division or Awards Division or in the Safety Division of Central Labour Institute or in the Regional Labour Institute, then he has to perform some Division/ Institute specific functions/ duties. These duties are as follows:

**Specific duties of Deputy Director (Safety) in Dock Safety Division**

1. Collection and compilation of information on status of compliance with the provisions of the statutes in all majorports.


3. Scrutiny of accident reports and initiating actions thereon.


**Specific duties of Deputy Director (Safety) in Factory Advice Service Division**

1. Collection of information on status of compliance with the provisions under the Factories Act, 1948.
2. Collection, compilation and analysis of information including past references for giving correct interpretations of the provisions of the statutes
3. Collection of information and preparation of replies in connection with various court cases
4. Action on ILO convention and recommendations
5. Action on Amendments to the Factories Act, 1948
6. Approval of Flameproof electrical equipments
7. Follow-up action on national studies, surveys, seminars and workshops

**Specific duties of Deputy Director (Safety) in Safety Division of Central Labour Institute**

1. Design of training programme in various areas of Industrial Safety
2. Design of brochures and training programme schedule
3. Identification of in-house as well as guest faculty and their finalisation
4. Identification of training needs of group of employees of various organisations based on their request
5. Design and conduct of in-plant training programme at the factories.
6. Being the faculty members, undertaking all the activities of Diploma Course in Industrial Safety viz. delivering lectures, providing guidance and counseling in connection with the course and project work to be undertaken by the students.

**Specific duties of Deputy Director (Safety) in Safety Division of Regional Labour Institute**

1. Delivering lectures, providing guidance and counseling in connection with the course and project work to be undertaken by the students.
2. Design and conduct of training programmes
3. Carrying out studies and surveys.
4. Identification of training needs of group of employees of various organisations based on their request
5. Design and conduct of in-plant training programme at the factories.
**Specific duties of Deputy Director (Safety) in Inspectorate Dock Safety**


7. Inspection of ships and port premises, lifting machinery and the process of loading and unloading of cargo on ships and port premises

8. Investigation of accidents and dangerous occurrences

9. Attending to court cases and complaints, if any filed by the dock workers or their union

10. Attending safety committee meetings and safety day/week celebrations

11. Any other work assigned by the senior Officers

**Duties of Assistant Director (Safety):**

1. Assisting in carrying out surveys and research studies in the field of industrial safety.

2. Preparation of safety literature, conducting educational and training programmes.


4. Carrying out safety surveys in ports and conducting training programmes for the various levels of supervisory personnel and dock workers.

Apart from this, when an Assistant Director (Safety) is posted in Dock Safety Division or Factory Advice Service Division or Awards Division or in the Safety Division of Central Labour Institute or in the Regional Labour Institute, then he has to perform some Division /Institute specific functions/ duties. These duties are as follows:

**Specific duties of Assistant Director (Safety) in Awards Division**

1. Seeking applications

2. Scrutiny/processing of applications including their internal assessment/evaluation.

3. Assisting the Director (Awards) in finalising the awards and organising the awards function.
4. Assists the Director (Awards) in processing of Prime Minister’s Shram Awards applications.

5. Any other work assigned by the senior Officers.

**Specific duties of Assistant Director (Safety) in Safety Division of Central Labour Institute**

1. Coordinates the visits to the Safety, Health and Welfare Centre as well as display of Mobile Safety Exhibition Van at the doorsteps of factories.

2. Undertaking the activities of Diploma Course in Industrial Safety viz. delivering lectures, providing guidance and counseling in connection with the course and project work to be undertaken by the students.

3. Conducting training programmes at the Institute as well as in-plant training programmes.

4. Undertaking studies in the field of safety audits, risk assessment, etc.

5. Conducting studies and surveys in the field of industrial safety.

6. Any other work assigned by the senior Officers.

**Specific duties of Assistant Director (Safety) in Safety Division of Regional Labour Institute**

1. Looks after the functioning, maintenance and development of Safety, Health and Welfare Centre as well as the Mobile Safety Exhibition.

2. Conducting studies and surveys, both the national studies as well as unit level consultancy studies.

3. Assisting in the conduct of training programmes.

4. Any other work assigned by the senior Officers.

5. Assisting to DD(S) in scrutiny of SPR of stevedores.

6. Any other work assigned by the senior Officers.

**Specific duties of Assistant Director (Safety) in Inspectorate Dock Safety**


2. Inspection of ships and port premises, lifting machinery and the process of
load and unloading of cargo on ships and port premises.

3. Investigation of accidents and dangerous occurrences in ports and docks.

4. Attending to court cases and complaints, if any filed by the dock workers or their union.

5. Attending safety committee meetings and safety day/week celebrations.

6. Any other work assigned by the senior officers.

**Duties of Additional Assistant Director (Safety)**

The grade of Additional Assistant Director (S) exists in the Regional Labour Institutes and Regional Inspectorates of Dock Safety. The duties of the Officers in the Institute and Inspectorate are given separately as follows:

**Duties of Additional Assistant Director (Safety) in Regional Labour Institute**

1. Will assist senior Officers in scheduling the programme for the diploma course.

2. Assist in making handouts/lecture notes.

3. Assist in the procurement of training aids like films and in the preparation of training aids like slides.

4. Also assist the Officers in their research and survey work including the workshop.

5. Any other work assigned by the senior Officers.

**Duties of Additional Assistant Director (Safety) in inspectorate Dock Safety**

1. Inspect port premises, ships, lifting machinery.

2. Inspect the process of loading and unloading of cargo from and into ships, in connection with the administration of Dock Workers (Safety, Health and Welfare) Act, 1986.

3. Investigate accidents and dangerous occurrences.

4. Attending to court cases and complaints, if any filed by the dock workers or their union.

5. Any other work assigned by the senior Officers.
Duties of Director (Staff Training /Productivity):

1. Planning and carrying out of identification of training need surveys in industries with the help of Deputy Directors and Assistant Directors.
2. Planning and executing training programmes, general and specialised projects and research surveys in the field of Productivity Sciences and related fields.
3. Coordinating with various agencies and industries for conducting in-company training programmes.
4. Advising industries and organisations on problems pertaining to Productivity Sciences and related fields.
5. Organising and conducting need based training programmes for various target groups.
6. Undertaking studies and surveys in the areas of setting up of production norms and standards, work-study and work measurement, office management, wage structure rationalization, etc.
7. Preparing project and technical reports pertaining to the projects and surveys with the assistance of Deputy Directors and Assistant Directors.
8. Delivering lectures as faculty in programmes organized by other divisions and institutions.
9. Developing training material, manual and aids useful for conducting supervisory and trainers’ programmes.
11. Participating in seminars, training programmes and professional bodies’ meetings.

Duties of Deputy Director (Staff Training /Productivity):

1. Assisting in identification of training needs, surveys, research and design need based training programme for the industries.
2. Assisting in organisation and planning of training programmes for trainers and supervisors.
3. Designing and conducting in-plant training programmes at the factories.
4. Coordinating with various agencies and industries for conducting studies and surveys in the areas of productivity.
5. Identification of in-house as well as guest faculty and their finalisation.
6. To provide expert advice /assistance in conducting productivity studies including research surveys and to advise on problems related to plant design, production engineering, machine utilisation and statistical methods.
7. Preparation of reports.
8. Preparation of lesson plans, course handouts and audio-visual aids required for conducting training sessions.
9. Carry out studies and surveys and prepare recommendations to the industries for improving their productivity, safety and health.
10. Conduct courses in productivity and application of modern Industrial Engineering techniques.

**Duties of Assistant Director (Staff Training /Productivity):**

1. Conducting field studies on identification of training needs in industry.
2. Preparation and submission of study reports.
3. Collection of case studies from projects and re-writing them for use in training programme.
4. Collection of review material and required information for initiating these projects.
5. Collection, compilation and analysis of data collected from field studies, surveys, etc.
6. Assisting in arranging for training materials, Audio-Visual Aids and facilities, stationery, etc. required for training programmes.
7. Delivering talks in the training programmes.
8. Assisting the Director and Deputy Director as the members in surveys, studies and training programmes.

**Duties of Director (Medical):**

1. Planning, organizing and coordinating of Occupational Health studies, research and surveys in the Industrial Plants.
2. Designing and conducting training programmes and refresher courses with the help of Deputy Directors.
3. Preparation of scientific reports and papers and presenting them in Scientific Conferences.
4. Participation in the work of special committee such as the Committee on Workmen’s Compensation Act to help formulation of statutory provisions pertaining to Occupational Health.
5. Offering advice and consultancy to Industrial units and to other Organisations.
6. Delivering lectures as guest faculty in programmes arranged by other Organisations.
7. Preparation of Monographs for the Division.

**Duties of Deputy Director (Medical):**
1. Participation in field studies on occupational health.
2. Assisting the Director (Medical) in the conduct of training programmes.
3. Preparation of reports and papers based on the above studies carried out by them.
4. Processing cases for procurement of equipment and expendable items.
5. Conducting and guiding in the field studies /research in the field of Occupational Safety in Industrial Plants.

**Duties of Director (Industrial Hygiene):**
1. Coordinating the activities of the various Officers in the Division.
2. Planning, organising and coordinating research in the field as well as controlled studies in the Laboratory.
3. Preparation of technical reports and papers.
4. Conducting special need-based training programmes /workshops.
5. Participation in the work of some national committees in the field of industrial Hygiene.
6. Rendering advice to the industries.

**Duties of Deputy Director (Industrial Hygiene):**
1. Conducting and carrying out research studies, surveys and research in Industrial Hygiene.
2. Participation in multi-disciplinary studies.
3. Conducting training programmes and workshops.
4. Preparation of reports and papers.
5. Procurement of equipment and chemicals.
7. Design and development of raw materials as well as simple respiratory protective devices.
8. Preparation of reports and returns.

**Duties of Assistant Director (Industrial Hygiene):**

1. Conducting small independent studies and helping in major project work.
2. Assisting in the conduct of training programmes.
3. Collection of review material pertaining to the activities of the Division.
4. Assisting in the compilation of reports and returns.

**Duties of Deputy Director (Statistics):**

1. To compile and analyse various types of data relating to industrial injuries occurring in the industries.
2. To organize socio-economic surveys with special reference to labour conditions.
3. To apply modern statistical techniques to research problems in the field of labour.
4. Any other work assigned by the senior Officers.

**Duties of Under Secretary (CSS):**

This is a common category post and belongs to Central Secretariat Service. The duties are the same as prescribed under the Manual of Office Procedure and as that of Under Secretary prescribed by DOP&T.

**Duties of Section Officer (CSS):**

This is also a common category post and belongs to Central Secretariat Service. The duties are the same as prescribed under the Manual of Office Procedure and as that of Section Officer prescribed by DOP&T.
Duties of Assistant Director (O.L.):

This is also a common category post and belongs to Official Language Service and the duties are same as that of the one prescribed by the Department of Official Language.

Duties of Personal Secretary (CSSS):

1. Taking dictation in shorthand and its transcription.
2. Typing of essential or confidential /secret documents including other typing work as considered necessary.
3. Screening of telephone calls and the visitors.
4. Fixing up appointments and canceling them, if necessary.
5. Keeping a list of engagements, meetings, tour programmes, etc. and reminding the Officer well in advance.
6. Keeping a note of the movement of files.
7. Collection of information and files, compilation of data.
8. Sending routine reminders.
9. Maintaining on proper order the papers required to be retained by the Officer.
10. Any other work assigned by the Officer.

Duties of Administrative Officer:

1. All matters relating to Establishment including maintenance of service records of Group ‘A’, ‘B’, ‘C’ and ‘D’ staff.
2. Matters relating to recruitment of Group ‘C’ and ‘D’ staff and their posting/deployment to various Sections, Leave, Pension, pay fixation, increments and other related matters.
3. Discharging the functions of D.D.O. on behalf of H.O.O.
4. Coordination of work pertaining to audit reports.
5. Coordination for ensuring the writing of ACRs of all the staff and Officers.
6. Supervision of dispatch and diary sections; operation of franking machine, postal stamp procurement, etc.
7. Coordination of and assistance in the running of the training programmes, seminars conferences, meetings, etc
8. Ensuring proper maintenance of Conference Rooms, Lecture Rooms, Auditorium, Cafeteria with facilities therein.
9. Annual stock verification of all dead stock and consumables.
10. Procurement of stationery and forms including their local purchase.
11. Procurement of Office equipment, air-conditioners, furniture stores, etc and maintenance thereof including condemnation.
12. Supervision of work pertaining to Xerox machines, service contracts, etc.
13. Services like Telephone, FAX, etc.
14. Any other work assigned by the H.O.O.

Duties of Productivity Officer:

1. To assist Deputy Director (Stats) in conducting and coordinating training programmes such as material management, wage and salary administration, work study, CPM/PERT, value analysis, etc.
2. To assist Deputy Director (Stats) in carrying out projects in industry – such as work load surveys, job evaluation, queueing problems transportation problems, incentive schemes, etc.
3. To assist Deputy Director (Stats) in analysing experimental and research surveys data and interpreting results of projects undertaken by the various Divisions.
4. Any other work assigned by the superiors from time to time.

Duties of Assistant Library Information Officer:

1. In-charge of Library-cum-Information Centre.
2. Procuring micro documents such as reprints, standards, codes, leaflets, periodicals, monographs, etc. with a view to provide upto date and authenticated information on occupational safety, health and allied subjects.
3. Compiling and publishing documentation list, current awareness lists, subject bibliographies, statistical reviews, abstracts, monographs and maintaining subject folders, clipping files of newspapers, etc.
4. Disseminating information on various subjects through supplying of copies of reports, papers, etc. and of extracts, summaries, photo-copies, etc. to the various Divisions of DGFASLI, CLI and RLIs, Dock Safety Inspectorates, C.I.F.s, Industrial Organisations, etc.
5. Propagating CIS services, enrolling CIS members, liaising with CIS and ILO and all other work connected with CIS National Centre for India.

6. Supervision of photocopying work.

7. Any other work assigned by the senior Officers from time to time.

**Duties of Assistant (CSS):**

This is a common category post and belongs to Central Secretariat Service. The duties are the same as prescribed under the Manual of Office Procedure and as that of Assistant prescribed by DOP&T.

**Duties of Personal Assistant (CSSS):**

1. Taking dictation in shorthand and its transcription.

2. Typing of essential or confidential /secret documents including other typing work as considered necessary.

3. Screening of telephone calls and the visitors.

4. Fixing up appointments and canceling them, if necessary.

5. Keeping a list of engagements, meetings, tours, etc. and reminding the officer sufficiently in advance.

6. Keeping a note of the movement of files.

7. Collection of information and files, compilation of data.

8. Sending routine reminders.

9. Any other work assigned by the Officer.

**Duties of Audio-Visual Officer:**

1. To take complete charge of all Audio-Visual equipments.

2. Planning, coordinating and executing the work of preparing slides, film strips, films and photographic prints and special enlargements for the various departments of DGFASLI.

3. Organising the work of cataloguing and indexing of slides, films and strips.
4. Selection and purchase of films, photographic materials, audio-visual equipments, etc.

5. Looking after maintenance and repair of various equipments and issue to Offices as per requirements.

6. Supervising work connected with provision of the audio-visual facilities and sound system at seminars, meetings, official functions, etc.

7. Maintenance of stock and issue registers, carrying out physical verification, arranging for review of films and equipment for the purpose of condemnation, ensure safety and security of films, equipment and other materials belonging to the audio-visual section.

8. Any other work assigned by the superiors from time to time.

**Duties of Technical Assistant:**

1. To maintain Safety Centre/Mobile Safety Van.

2. Supervision of the work in workshop.

3. Assisting in Inspection of port premises, ships, lifting machinery, working conditions and loading and unloading of cargo from and into the Ships,

4. Assisting in investigation of accidents and dangerous occurrences.

5. Assistance in organising and conducting training programmes, seminars and in preparation of training materials.

6. Field visits in Mobile Safety Van/Field Visits.

7. Assisting the Officers in the activities of the Institute.

8. Any other work assigned by the senior Officers.

**Duties of Library Information Assistant:**

1. Procurement of books, periodicals, etc.

2. Classification and cataloguing of books.

3. Accessioning of books / periodical stick verification.

4. Checking the relevant documents before the bills are passed for payment.

5. Correspondence regarding receipt/non-receipt of periodicals.
6. Registration of members of the Library and issue and receipt of the books from the members

7. Helping the outsiders in locating the books.

8. Arrangement for binding and general upkeep of journals, publications etc.

9. Any other work assigned by the senior Officers.

**Duties and functions of Senior Scientific Assistant:**

1. Technical assistance in Laboratory / Field Research / Studies /Surveys / Training programmes/Reports, etc.

2. Collection, collation and interpretation of data collected.

3. Assist in procurement, maintenance, repair, stock-taking and the like of the Laboratory equipment including keeping of Stock Registers.

4. Demonstration of Scientific equipment / appliances to visitors to the Laboratory.

5. Procurement of Chemicals and other laboratory appliances.

6. Supervision of cleanliness of the Laboratory.

7. Any other work assigned by the Superiors.

**Duties of Junior Hindi Translator (HQ):**

This is a common category post and belongs to Official Language Service and the duties are same as that of the one prescribed by the Department of Official Language.

**Duties and functions of Caretaker:**

1. Maintain a record for allotment of the Hostel rooms, collection of the rent due from the occupants and maintain the records pertaining to the rent collection. He will be responsible for timely deposit of the amount thus collected.

2. As far as the rent collection is concerned, he will be solely responsible to meet the audit requirements.

3. Look after the safety of the fixtures, furniture items and other stores in the hostel.

4. To check periodically the requirements for repairs and maintenance in CLI building, Hostel and getting them repaired though CPWD.

5. See that the day-to-day requirements of the occupants are well looked after.

6. Responsible for good housekeeping in respect of Hostel.
7. Responsible to look after the buildings and govt. property in the Institute campus.

8. Supervise the work of Chowkidars & Safaiwalas

9. Responsible for the arrangement of security and cleanliness in the Institute’s buildings.

10. Physical verification of all the furniture items /equipments /other miscellaneous items of CLI Hostel.

11. Arrangement to dispose off condemned material /clothes, etc. of Hostel

12. Arrangement for shifting of furniture and arranging them in the Auditorium, Conference Hall and other places in Office buildings.

13. Any other work assigned by the superiors.

**Duties of Head Clerk:**

1. Supervisory work of Cash, Establishment and Housekeeping Units.

2. Coordination in procurement of equipment/furniture, stationery, etc.

3. Scrutiny of cases of establishment as well as supervision of dispatch work.

4. Assisting the Administrative Officer in all his matters.

5. Supervision/coordination of work in the section.

6. Checking the condition of Conference Room, Auditorium, etc. for programme purposes.

7. Any other work assigned by the superiors.

**Duties of Stenographer Grade II:**

1. Taking dictation and transcription of the same.

2. Typing of essential or confidential documents.

3. Fixing up appointments and screening the calls.

4. Opening of files, maintenance of current files.

5. Keeping a note of the movement of files.
6. Sending of routine reminders, etc.
7. Screening of telephone calls and visitors.
8. Any other work assigned by the Officer.

**Duties of Head Clerk (Programme):**

1. Identification of parties which will be interested in the programme.
2. Supervision of dispatch work and processing the letters received.
3. Supervision of course material.
4. Coordination of procurement of stationery for the divisions.
5. Preparation of annual calendar programme of all the divisions.
6. Acceptance of payment from the party and making arrangement to remit in Bank.
7. Making arrangements for visits (by the participants) to Factories.
8. Arrangement for hostel accommodation, conference room, catering, etc.
9. Arrangement for taking photographs, public address system, films, etc.
10. Any other work assigned by the superiors.

**Duties and functions of Junior Scientific Assistant:**

1. General assistance in the study / analytical work.
2. Assistance in procurement, maintenance and upkeep of Laboratory equipment, appliances and chemicals, etc.
3. Helping in collection of data and their tabulation and interpretation.
4. Analytical work, its demonstration.
5. Any other work assigned by the Superiors.

**Duties and functions of Laboratory Assistant Grade-I:**

1. Assistance and help in analytical work.
2. Assistance in field studies /surveys, etc.
3. General assistance to the superiors in the functioning of the Laboratory / Section concerned.

4. Any other work assigned by the superiors.

**Duties of Art Assistant:**

1. Preparing posters, flip charts, stencil drawings, etc.
2. Preparing design for book covers, slides, etc.
3. Assisting senior Officers in preparing and displaying material for National Awards function / Exhibits / Panels, etc.
4. Attending to work of preparing and renovating panels and models in the permanent and Mobile Safety Exhibition Van.
5. Assisting senior Officers in the purchase of art materials.
6. Any other work assigned by senior Officers from time to time.

**Duties of Audiovisual Assistant:**

1. Issue, inspection, splicing of films and carrying out minors whenever required.
2. Issue of slides, training modules and maintenance of records.
3. Assisting in carrying out physical verification of stock.
4. Maintenance of register, catalogues of slides and films, etc.
5. Assist Audiovisual Officer in his duties whenever required.
6. Any other work assigned by the superiors.

**Duties of Stenographer (CSS):**

1. Taking dictation in shorthand and its transcription.
2. Typing of essential or confidential / secret documents including other typing work as considered necessary.
3. Screening of telephone calls and the visitors.
4. Fixing up appointments and canceling them, if necessary.
5. Keeping a list of engagements, meetings, tours, etc. and reminding the Officer well in advance.

6. Keeping a note of the movement of files.

7. Collection of information and files, compilation of data.

8. Sending routine reminders.

9. Any other work assigned by the Officer.

**Duties of Upper Division Clerk (CSS):**

This is a common category post and belongs to Central Secretariat Service. The duties are the same as prescribed under the Manual of Office Procedure and as that of Upper Division Clerk prescribed by DOP&T.

**Duties of Lower Division Clerk (CSS):**

This is also a common category post and belongs to Central Secretariat Service. The duties are the same as prescribed under the Manual of Office Procedure and as that of Lower Division Clerk prescribed by DOP&T.

**Duties of Stenographer Grade III (in Sub Offices):**

1. Taking dictation and transcription of the same.
2. Typing of essential or confidential documents.
3. Fixing up appointments and screening the calls.
4. Opening of files, maintenance of current files.
5. Keeping a note of the movement of files.
6. Sending of routine reminders, etc.
7. Screening of telephone calls and visitors.
8. Any other work assigned by the Officer

**Duties of Upper Division Clerk (in Sub Offices):**

1. Typing work in the Section/Division.
2. Diary and dispatch.
3. Maintenance of files.
4. Registration of papers and maintenance of circulars and registers.
5. Records management and other clerical work, etc.
6. Any other work assigned by the superiors.

**Duties of Lower Division Clerk (in Sub Offices):**

1. Typing work in the Section/Division.
2. Diary and dispatch.
3. Maintenance of files.
4. Registration of papers and maintenance of circulars and registers.
5. Records management and other clerical work, etc.
6. Any other work assigned by the superiors.

**Duties of Carpenter:**

1. Fabrication of wooden panels, models, display boards and cabinets for mobile and permanent Safety Exhibitions.
2. Repairs and maintenance of wooden models, panels, etc.
3. Any other work assigned by senior Officers from time to time.

**Duties of Machinist/Fitter:**

1. To keep the machinery, tools and equipment of the workshop in good working order.
2. To carry out machining, fitting and fabrication work in connection with the exhibits of the Safety Centre and the Mobile safety Exhibition Van and equipment.
3. To carry out repairs to exhibit panels and equipment of the Safety Centre and the Mobile Exhibition.
4. To operate the Audio-Visual Aids and other equipments of the Institute and to carry out repairs from time to time.
5. To carry out repairs to instruments in Industrial Hygiene Laboratory and to the furniture and fixtures of the Institute and Hostel
6. Any other work assigned by the superiors.

**Duties of Mechanic/Electrician:**

1. To keep the electrical tools and testing equipment, electrical connections, wiring, etc. of the exhibit panels in Safety Centre /Mobile Van, etc. in proper condition.
2. Fabrication of metallic jobs.
3. Operation / maintenance of Public Address System /Projectors, etc.
4. Any other work assigned by the superiors.

**Duties of Film Projector Operator:**

1. Operate film, slide and overhead projectors for the different training programmes conducted in the Institute.
2. Setting up and separating public address and sound system in the auditorium and the conference rooms, whenever required.
3. Carrying out minor maintenance of Audio-Visual equipments and public address system.
4. Cleaning and maintenance of Audio-Visual equipment, films and slides.
5. Any other work assigned by senior Officers from time to time.

**Duties of Senior Laboratory Attendant:**

1. To carry out washing, cleaning, drying and safe storing of glasswares and other lab. Items after the analytical work is over
2. To attend various type of jobs during sample collection and sample analysis.
3. To keep the laboratory tables, instruments etc. in clean and fit condition.
4. To attend day-to-day work of the laboratory as directed by the supervisors.
5. To prepare distilled water for laboratory and to assist in collection of biological samples.
6. To assist in field surveys /studies, etc.
7. Any other work assigned by the senior Officers.

**Duties of Laboratory Attendant:**

1. To keep the instruments in the laboratory clean and dust free.
2. To clean and wash the glasswares used in the analysis.
3. To assist the staff members in the day-to-day laboratory work.
4. Assistance in displaying equipment, etc. for demonstration purposes.
5. To assist in field surveys/studies, etc.
6. Any other work assigned by the senior Officers.

Duties of erstwhile Group ‘D’ employees inducted in Group C Category as *Multi-tasking Staff* after training as per recommendations of Sixth Pay Commission will be as per the instructions issued vide DOP&T’s O.M. No. AB-14017/6/2009-Estt (RR) dated 30.4.2010.[can be accessed at www.persmin.nic.in].
Procedure followed in the decision making process including channels of supervision and accountability

Regarding work of general nature in DGFASLI & its sub-offices procedure for functioning and channels of supervision are fixed in accordance with the Manual of Office Procedures. Accordingly, every level of supervisory officers are responsible for the act or non-act of staff/officers down the line. Derelictions of duties, disobedience, negligence etc. are misconduct under CCS (Conduct) Rules, 1964 and punitive action is taken under CCS (Classification, Control & Appeal) Rules, 1965, wherever required to be taken.

Regarding actions under FAS/DS divisions, there is no codified procedure, neither there are any in-house instructions with reference to level of decision making. Nevertheless channels of supervision are strictly hierarchy based. Misconduct in the functioning of the concerned officers comes under the purview of Conduct Rules and punishable under CCA Rules.

However, while enforcing the provisions of Dock Safety statutes with regard to inspection of Ships & Port premises etc. the officers functioning as Inspectors can take their own decision with the framework and are solely accountable for their actions or inactions. Their conduct in the performance of these duties is also subject to Conduct Rules & Penal provisions of CCA Rules.
Norms set by DGFASLI for discharge of its functions

Various norms for the function of DGFASLI in the areas of Occupational Safety and Health in Factories and Docks have been grouped together as per the details given below:

1. Rendering Advice Service

   a. National Study/Survey
      National Study is conducted in a specific group of industries located in various parts of the country to assess the safety and health conditions of the workers and to suggest remedial measures for further improvement. The national study may also be multi-disciplinary study where more than one division of the institute is involved. As such, a national study requires more time to carry out field work and sample analysis. However, the duration of the study and completion of the report should not be more than 12 months.

   b. Studies/Surveys on the directives of Government
      Sometimes, Studies and Surveys on safety and health are carried out in the concerned industries on directives from Government to find out the causative factors leading to safety and health problems to the workers in the factory or group of the factories. Such studies/surveys are taken on priority basis and must be completed within 3 months covering field work, sample analysis and preparation of report.

   b. Consultancy Study/Survey
      Various divisions of Central & Regional Labour Institutes carry out consultancy studies in the area of Industrial Safety, Industrial Hygiene, Industrial Health, Heat Stress, Ventilation, Industrial Ergonomics, Industrial Psychology, Safety Audits, HAZOP study, Maximum Credible Loss Scenario (MCLS), etc. The studies are carried out by assessing the existing conditions of the workplace, process, operation, plant and equipment. On the basis of the observations made and results obtained, the industries are advised for minimizing or eliminating the hazards in the form of a study report. The total duration for carrying out the study and submission of the report depend upon the size of the plant, number of locations, number of samples collected, type of analytical method adopted, etc. As such, the study may be completed and report prepared within 4 months.
c. **Technical Advice**
Technical advice is given by different divisions of Central & Regional Labour Institutes for improving safety and health status at workplace. The advice may be given on the basis of field visits, personal visit of the concerned industry to the institute or through correspondence. The advice service can be rendered within 30 days.

d. **Testing of Personal Protective Equipment**
Various types of Personal Protective Equipment (PPE), both Respiratory and Non-respiratory are tested in the laboratories at Central Labour Institute, Mumbai. The performance test of the report of the samples received from manufacturers/user industries are submitted within 30 days.

2. **Training & Education**

a. **Human Resource Development for Improving Safety & Health Standards**
The officers of the organization are deputed for attending various training programmes organized by other agencies within the country and abroad, for exposure to the latest technical developments that are taking place in the field of Industrial Safety and Health.

b. **Post-graduate Diploma in Industrial Safety**
Central & Regional Labour Institutes conduct training for one year full time to award Post-graduate Diploma in Industrial Safety. The Certificate is issued by the Board of Technical Education of the State after passing the examination conducted by the Board.

c. **Associate Fellow in Industrial Health (AFIH)**
Central & Regional Labour Institutes conduct training on Occupational Health for 3 months full time for MBBS Doctors. The AFIH certificate is issued by DGFASLI.

d. **Five Weeks Course for supervisors to be employed in Hazardous Process Industries under Section 41-C(b) of the Factories Act, 1948**
Central & Regional Labour Institutes conduct Five Weeks Course for supervisors to be employed in Hazardous Process Industries under Section 41-C(b) of the Factories Act, 1948 being run by institutes. Further DGFASLI also grants approval for running the course to other public/private institutions. The examination is conducted by DGFASLI and certificates from DGFASLI are awarded to the candidates.
e. **Basic Course on Industrial Safety and Health for Inspector of Factories**
   Central Labour Institutes conduct training on industrial safety and health for one month duration to the Inspector of Factories sponsored by different State Governments. The certificate is issued by DGFASLI.

f. **Short duration Training Programmes**
   Various divisions of the Central & Regional Labour Institutes conduct one week or two weeks training programmes on different topics of Industrial Safety, Chemical Safety, Occupational Health, Industrial Hygiene, Industrial Physiology, Ergonomics, Industrial Psychology, Productivity, etc. The Certificate for participation of the programme is issued by the Director General at Central Labour Institute & by Director Incharge of the Regional Labour Institute.

g. **Training of foreign nationals and advice to developing countries**
   The organization undertakes need based training programmes for safety and health enforcement agencies of developing countries. The duration of the programme and topics covered depend upon the requirement of the country concerned. It may vary from one week to 3 months duration.

h. **Inplant Training Programme**
   Inplant Training Programme on safety and health is conducted by Central & Regional Labour Institute for 2 – 5 days duration depending upon the need of the factories and level of participants. The topics of the programmes are decided on the demand of the factory and the concerned division which is conducting the programme.

3. **Co-ordination of technical and legal activities to facilitate uniform standards of enforcement in factories**
   The DGFASLI co-ordinates technical and legal activities in respect of Factories Act 1948 and amendments 1987, with the State Governments through correspondence, personal visits, meetings and conferences. The organization conducts a conference of Chief Inspector of Factories of the States every year chaired by the Director General, DGFASLI.

Administration of the Dock Workers (Safety, Health and Welfare) Act 1986 and the Regulations 1990 is carried out by the Ministry of Labour, through DGFASLI, Mumbai. The Director General is the Chief Inspector of Dock Safety appointed under the Act. The Chief Inspector of Dock Safety is also an authority for enforcement of various Provisions of Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 framed under the Environment (Protection) Act, 1986, in the major ports.

5. **Promotional Activities by operating Schemes for Safety Awards**

To appreciate the contribution made by the factories and docks towards producing quality goods and providing efficient services in safe and healthy conditions the following awards are being given every year.

**a. Prime Minister’s Shram Awards (PMSA)**

Prime Minister’s Shram Awards (PMSA) were instituted in 1985, for the workers (as defined in industrial Disputes Act, 1947) in recognition of their outstanding contributions in organizations both in public and private sector and who have distinguished record of performance, devotion to duty in a high order, specific contribution in the field of productivity, proven innovative abilities, presence of mind and exceptional courage and also to the workmen who have made supreme sacrifice of laying down their lives in the conscientious discharge of their duties.

The awards, in order of precedence, are: Shram Ratna, Shram Bhushan, Shram Vir/Veerangana and Shram Shri/Devi. The recognition consists of a Sanad and cash award of Rs. Two Lakhs (1 Award) Rs. One lakh (4 Awards), Rs. 60,000 (12 Awards) and Rs. 40,000 (16 Awards) respectively.

**b. Vishwakarma Rashtriya Puraskar**

It is designed to give recognition at the national level to outstanding suggestions resulting in (i) higher productivity (ii) improvement in safety and working conditions (iii) savings in foreign exchange (import substitute as well as quality and safety of products, (iv) improvement in overall efficiency of the establishments. It covers workers employed in factories and docks. Applications for the awards under the Scheme are invited every year and these are forwarded by the management on behalf of the workers. Prizes are grouped in three class’s i.e.

CLASS (A) = 5, CASH AWARD OF Rs.75,000/- EACH,
CLASS (B) = 8, CASH AWARD OF Rs.50,000/- EACH
CLASS (C) = 15, CASH AWARD OF Rs.25,000/- EACH.
c. National Safety Awards

National Safety Awards are given in recognition of outstanding safety performance on the part of the industrial establishments covered under the Factories Act, 1948, the employees covered under the Dock Worker (Safety, Health and Welfare) Act, 1986 and Building and other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996. Shields and Citation Certificates are awarded to Winners and Runners Up.

6. Co-operating International Agencies and advising Central Government in the adoption of International Standards concerning Safety and Health

The organization interacts with International Labour Organisation (ILO), World Health Organisation (WHO), United Nations Development Programmes (UNDP), in the areas of Safety & Health and advice Central Government for inclusion of various instruments in legal framework.
The rules, regulations, instructions, manuals and records held by DGFASLI and used by its Employees for discharging its functions

- The Dock Workers (Safety, Health & Welfare) Act, 1986 (Available in public domain on our website)
- Standard Reference Note of DGFASLI (Available in public domain on our website)
- Declaration/re-declaration of competent persons under Regulations 2(d) of the Dock Workers (Safety, Health & Welfare) Regulations, 1990
- Charging of fees, services, revision – regarding
- Terms and conditions for the technical services offered by the Central & Regional Labour Institutes
- Guidelines for empanelment of Doctors to carry out medical examination of Dock Workers under Regulations 107 of the Dock Workers (Safety, Health & Welfare) Regulations, 1990
- Model MAHC Rules
- Guidelines for Post Graduate Certificate Course in Industrial Health for 3 months duration – Associate Fellow of Industria Health (AFIH)
- Revised AFIH Syllabus (2016)
- Guidelines for one month Course for Supervisors to be employed in Hazardous Process Industries under Section 41-C(b) of the Factories Act, including procedure for approval of the institutions (Available in public domain at http://dgfasli.gov.in/index.php/node/519)
- Guidelines for admission to one year Advanced Diploma Course in Industrial Safety
- Guidelines for carrying out testing of respiratory and non-respiratory Personal Protective Equipment
- Guidelines for award of NSA and VRP
- Safety Guidelines for Hoist and Lift
Declaration of competent persons under Regulation 2(d) of the Dock Workers (Safety, Health & Welfare) Regulations, 1990

1. **Approval of competency**

   (a) The approval and declaration of ‘competent person’ under Regulation 2(d) of the Dock Workers (Safety, Health and Welfare) Regulations, 1990 for the purpose of testing, examination or annealing and certification and certification of lifting appliances, loose gears or wire ropes are accorded by the Dock Safety (Head Quarters), DGFASLI, Mumbai.

   (b) All applications for approval of competent person and renewal of competency shall be submitted to the following address directly in the prescribed format (in duplicate) duly completed in all respect along with all required supporting documents.

   The Chief Inspector of Dock Safety (CIDS)  
   Directorate General Factory Advice Service and Labour Institutes(DGFASLI),  
   CLI Building, N.S. Mankikar Marg  
   Sion, Mumbai – 400 022  
   Maharashtra

   Self Certified Copies of the following documents are to be submitted along with the application:

   (a) Age proof certificate and two passport size photographs.

   (b) Certificates of qualifications claimed.

   (c) Experience Certificates, for each of the periods of experience mentioned in the application.

   (d) Valid Calibration Certificates* of testing instruments

   (e) Recent Weigh Bridge Certificates in case of dead weights

   (f) Competency Certificates granted/issued under the statutes mentioned at item (17) of the Application Form

   *The calibration certificate shall be obtained from an accredited organisation/laboratory with the validity of minimum one year thus covering the entire period of competency.
The prescribed application forms are available in the DGFASLI website at www.dgfasli.gov.in.

(c) Incomplete applications or applications not meeting the eligibility criteria shall be rejected.

(d) Applications shall be scrutinized by the Dock Safety Division (Head Quarters), DGFASLI, Mumbai. Inspection of the testing facilities shall be done by a team comprising of a minimum two members as approved by the competent authority to ascertain the adequacy, working conditions upkeep/maintenance of the testing facilities and record of calibration certificate. Accordingly he shall submit an inspection report to Dock Safety Division (Head Quarters), DGFASLI along with specific recommendations.

(e) On receipt of the satisfactory inspection report from the inspector of Dock Safety, the eligible applicant/candidate shall be called for written test and technical interview at the head quarter (i.e. DGFASLI, Mumbai) in case of first time application (new case).

(f) The question paper shall comprise of objective and descriptive questions and shall be prepared and evaluated/examined by the officer who shall be nominated/approved by the competent authority. The passing marks in written test shall be more than 50% of the total marks. A committee shall be constituted by the competent authority to hold the technical interview for the assessment of the candidate. The date, time and venue for written test and technical interview shall be intimated to the candidate/applicant in advance.

(g) Based on the satisfactory performance by securing a minimum marks of 50 out of 100 or more in the technical interview, the applicant, who shall secure the passing marks in written test, shall be recommended for grant of competency by the said committee.

(h) Based on approval of the recommendation(s) made by the committee in respect of successful candidate/applicant in both written test and technical interview, the competency order shall be issued to the concerned person to declare him/her as competent person for the port and period specified in the order on certain terms and conditions stipulated in the said competency order.

(i) The validity of the initial competency granted shall be for a period of one year from the date of issue of an order.

2. Renewal of competency

(a) The competent person desiring to seek renewal shall apply at least 60 days before the expiry of his/her competency.

(b) On receipt of application for renewal the process/procedure as stipulated under para 1(d) shall be followed.
(c) On receipt of satisfactory inspection report, the candidate/applicant shall be called for technical interview at DGFASLI, Mumbai. For this, a committee shall be constituted by the competent authority to hold the technical interview for the assessment of the candidate. The date, time and venue for technical interview shall be intimated to the candidates/applicant in advance.

(d) Based on the satisfactory performance by securing a minimum marks of 50 out of 100 or more in the technical interview, the applicant shall be recommended by the committee for the grant of renewal of competency.

(e) Based on approval of the recommendation(s) made by the committee in respect of successful candidate/applicant in technical interview, the competency order shall be issued to the concerned person to declare him/her as competent person for the port and period specified in the order on certain terms and conditions stipulated in the said competency order.

3. **Age, Qualification, Experience and Facilities of competent person.**

The revised age, qualification, experience and facilities shall be as under:-

**Age:**
Competent person shall not be above the age of 65 years.

**Qualification:**
(a) A degree/diploma in Mechanical or Electrical or Marine or Metallurgical Engineering or their allied branches or its equivalent from a recognized University.

**Experience:**
(i) A minimum experience of 7 years for above degree in engineering and 10 years for above diploma in engineering, in the following areas:

(a) Design or erection or maintenance; or
(b) Testing, examination and inspection of lifting machinery, chains, ropes and lifting tackles.

(ii) he shall be :

(a) well conversant with current relevant code of practices and test procedures.
(b) conversant with fracture mechanics and metallurgy of the material of construction.
(c) conversant with heat treatment/stress relieving techniques as applicable to stress bearing components and part of lifting machinery and lifting tackles.
(d) capable of identifying defects and arriving at reliable conclusion with regards to the safety of lifting machinery, chains, ropes and lifting tackles.

**Testing facilities:**
Facilities for load testing, tensile testing, heat treatment, equipment/gadgets for measurement, gauges and such other equipment to determine the safe working conditions of the lifting appliances and loose gears.

4. **Medical Examination**
Applicant/candidate shall have to undergo medical examination by the empanelled doctor of DGFASLI or medical officer of the port trust hospital of the concerned port at the time of application for grant/renewal of competency.

5. **The procedure for issuance of special permission orders.**
Under specific circumstances, the Competent Authority shall issue special permission to the competent person to carry out specific test & examination in the specified port.

Where competent person for specific purpose is not available at that port, the competent person who is declared for specific purpose like testing and examination of lifting appliances and loose gears **including container spreaders** to go to other major ports and other ports [as defined under Section 2(a) of the Dock Workers (Safety, Health and Welfare) Act, 1986], to carry out the specific task of testing and examination of container spreaders subject to availability of necessary testing and other facilities at the ports concerned, etc., only after obtaining a prior written permission in this regard.
FORM OF APPLICATION FOR GRANT OF APPROVAL AS COMPETENT PERSON UNDER REGULATION 2(d) OF THE DOCK WORKERS (SAFETY, HEALTH AND WELFARE) REGULATIONS, 1990.

A. PERSONAL DATA

1. NAME IN FULL (MR/MRS/MS) :

2. FATHER'S / HUSBAND'S NAME IN FULL :

3. ADDRESS IN FULL :

4. DATE OF BIRTH :

5. NAME & ADDRESS OF THE TESTING ESTABLISHMENT / ORGANISATION (WHERE PRESENTLY EMPLOYED) :

6. DESIGNATION / POST HELD :

7. EDUCATIONAL QUALIFICATION :

8. DETAILS OF PROFESSIONAL EXPERIENCE :

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Organisation/Testing Establishment</th>
<th>Period of Service</th>
<th>Total Experience (YY/MM/DD)</th>
<th>Designation/Post Held</th>
<th>Area of Responsibility/Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>From To</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

9. MEMBERSHIP, IF ANY, OF :

   PROFESSIONAL BODIES
NOTE: COPIES OF SUPPORTING DOCUMENTS TO BE ATTACHED FOR THE INFORMATION FURNISHED UNDER THE SERIAL NO. 4-8.

B. TESTING ESTABLISHMENT DATA

10. REGISTERED NAME OF THE TESTING ESTABLISHMENT/ORGANISATION:

11. TELEPHONENO.:

12. TELEXNO.:

13. FAXNO.:

14. DETAILS FOR FACILITIES FOR TESTING / EXAMINATION, ETC, AVAILABLE:

15. DETAILS OF RECENT CALIBRATION CARRIED OUT:

   (COPIES TO BE ATTACHED)

   (a) NAME OF THE FIRM WHERE CALIBRATION CARRIED OUT:

   (b) CERTIFICATE NO. AND DATE:

C. MISCELLANEOUS

16. PURPOSE FOR WHICH COMPETENCY TESTING, EXAMINATION IS REQUIRED AND CERTIFICATION OF (TICK MARK THE APPROPRIATE ITEM AND WRITE THE TESTING CAPACITY APPLIED FOR)

   (i) LIFTING APPLIANCES UNDER REGULATION 41, 50, 51

   (ii) LIFTING GEARS
UNDER REGULATION 47, 50, 51

(iii) WIRE ROPES
UNDER REGULATION 48, 50, 51

(iv) HEAT TREATMENT OF
LIFTING GEARS UNDER
REGULATION 49, 50, 51

17. WHETHER THE
APPLICANT HAS BEEN:
DECLARED AS A
COMPETENT PERSON
UNDER ANY
OTHER STATUTES
(TICK MARK THE APPLICABLE BOX)

(i) THE FACTORIES ACT, 1948

(ii) THE MINES ACT, 1952,

(iii) THE DOCK WORKERS (SAFETY, HEALTH & WELFARE) ACT, 1986

(IF SO, GIVE THE DETAILS THERE OF
ALONG WITH THE COPY OF THE COMPETENCY CERTIFICATES):

18. ANY OTHER RELEVANT INFORMATION:

D. FOR RENEWAL OF COMPETENCY

19. COMPETENCY CERTIFICATE NO. AND DATE
UNDER WHICH COMPETENCY WAS GIVEN

20. PURPOSE
FOR WHICH COMPETENCY WAS GIVEN

21. DATE UPTO WHICH COMPETENCY IS:
/ WAS VALID

22. ANY ADDITION IN TESTING FACILITIES AFTER THE LAST
E. DECLARATION BY THE APPLICANT

I, hereby declare that the information furnished above by me is true. Further, I undertake:

a) that, in the event of any change in the facilities either addition or deletion or my leaving the aforesaid testing establishment / organization, I will promptly inform the Director General, DGFASLI;

b) to maintain the facilities in good working order, as per manufacturer’s instructions and calibrate it periodically; and

c) to fulfill and abide by all the conditions stipulated in the certificate of competency and relevant provisions under the Dock Workers (Safety, Health and Welfare) Regulations, 1990.

Place:

Date: Signature of the Applicant
F. DECLARATION BY THE OWNER OF THE TESTING ESTABLISHMENT/ ORGANISATION.

We certify that Shri. whose details are furnished above, is in our employment and I / We nominate him on behalf of the testing establishment/ organization, for the purpose of being declared as a competent person under Dock Workers (Safety, Health and Welfare) Regulations, 1990.

I / We also undertake that I / We shall:

a) notify the Director General, DGFASLI, in case the competent person leaves our employment;

b) provide and maintain in good working order all the testing facilities at our disposal as mentioned above; and

c) notify the Director General, DGFASLI, any change in the facilities (either addition or deletion).

Further, I / we certify that the information furnished in this application is correct.

Signature :

Name :

Designation :

Place:

Date :

* OFFICE SEAL
Charging of fees, services, revision – regarding

ORDER

Sub: Charging of Fees of Services-Revision-regarding.

A meeting of Deputy Director Generals, Directors-In-Charge and Head of Offices was held on 15.06.2018 at DGFASLI. The meeting deliberated upon the revision of fees. Accordingly, the following fee revision will be effective from 01.09.2018 in supersession to this Directorate General’s Order of even number dt. 21/2/2012.

1. Training Programmes-Public Programmes

<table>
<thead>
<tr>
<th>Duration</th>
<th>Rate per participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2 days</td>
<td>Rs.1200/-</td>
</tr>
<tr>
<td>3-5 days</td>
<td>Rs.2000/-</td>
</tr>
<tr>
<td>2 weeks and part thereof</td>
<td>Rs. 3500/-</td>
</tr>
<tr>
<td>3 weeks &amp; part thereof</td>
<td>Rs. 5000/-</td>
</tr>
</tbody>
</table>

No other Charges will be levied for the public and private training programmes except Institute Fee. Other costs will be borne by the department.

2. Inplant Training Programmes.

Rs.8000/- per day. In addition, TA/DA as per Government Rules, arrangement of Transport for local journeys, accommodation as per rules for faculty members, etc. may also be borne by the concerned organization.


Rate per effective day Rs.10000/- (Effective day comprise of days spent on fieldwork including preliminary visits, analysis of data and preparation of report etc.). Effective days are arrived by calculating total days of field visits and equal days for date analysis and report preparation. This will have to be decided by the concerned Director-in-Charge.
4. **Testing of Personal Protective Equipment**

Rs.2000/- per each sample/piece. However testing charges for Safety shoes will be Rs.4000/- per sample.

5. **Charges for Safety Belts and Harness Test**

The charges per sample for Safety Belts and Harness Test - 4000/-. This would be reviewed after one year.

6. **Supply of Material Safety Data Sheet (MSDS) and Dispersion Models.**

Rs.200/- for MSDS per chemical

7. **Service to Small Industries for conducting Training Programmes, Studies & Surveys.**

The total cost to be borne by the department.

8. **Educational Programmes.**

| 1. 41(c) (b) (5 weeks) | Rs.4000/- per participant  
|                       | Rs.1500/- caution money per participant |
| 2. AFIH              | Rs.6000/- per participant  
|                       | Rs.2000/- caution money per participant |
| 3. Diploma in Industrial Safety | Rs.10000/- per participant  
|                       | Rs.2500/- caution money per participant |

9. **Honorarium to Guest Faculty**

Honorarium rates for guest faculty will be applicable as per the rates fixed by the Government from time to time with the approval of the Director General.

The following charges per head/per day may be levied.

<table>
<thead>
<tr>
<th>Participants/Students</th>
<th>Non AC</th>
<th>AC</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rs. 50/-</td>
<td>N.A.,</td>
</tr>
<tr>
<td>(per individual)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Government Officers   | Rs.100/- | Rs.200/- |
| On official Duty      |         |         |
| (per individual)      |         |         |

| Government Officers   | Rs.300/- | Rs.400/- |
| On Personal Visit & guests |       |         |
| (per individual)      |         |         |

11. i) Verification of certificate / Genuineness of Certificate (AFIH/ 41 (c)(b) – Rs 2500/-

ii) Issue of duplicate Certificate

- Rs 2500/-

This issues with the approval of the Director General.

(S.N. Borkar)
Deputy Director (ST/P) & HOO
for Director General

To,

1. Dr. R.K. Elangoan, Deputy Director General

2. Dr. S.K. Haldar, Deputy Director General

3. Shri B.L. Bairwa, Deputy Director General

4. PS to Director General

5. All Director/Dy. Directors/Asstt. Directors in CLI
(Head of Office, CLI may please circulate to all concerned and get circulation acknowledged)

6. All Directors/Dy. Directors/Asstt. Directors in RLI Chennai/Kolkata Kanpur (Head of Office, RLIs may please circulate to all concerned and get circulation acknowledged)
**Terms and conditions for the technical services offered by the Central & Regional Labour Institutes**

The Institutes under the DGFASLI provide various types of technical services to the industries with a basic aim to improve the Safety & Health conditions of the workmen. The token fee charged and other terms and conditions from the organizations for different types of services are as given against each activity.

<table>
<thead>
<tr>
<th>Type of Services/Activities</th>
<th>Terms &amp; Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety Audit</td>
<td>1) The Institute fee @ Rs.10000/- per day (or as revised from time to time) for the number of days spent in the field work and reasonable number of days for report preparation. If the preliminary visit is required, the number of days spent in the plant for such a preliminary visit is also included in the chargeable days. Note:- The decision about the reasonable number of days for the laboratory analysis and report preparation etc. rests on the Director-in-Charge of the Institutes or the Divisions (of CLI). Yet unless specified otherwise the number of days charged for the report preparation etc. is taken as equal to that spent for field study.</td>
</tr>
<tr>
<td>Safety Survey</td>
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<tr>
<td>Industrial Hygiene Study</td>
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<tr>
<td>Industrial Noise study</td>
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<tr>
<td>Evaluation of ventilation system and thermal comfort in industries</td>
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<tr>
<td>Evaluation of illumination levels in the work places</td>
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<tr>
<td>Hazard &amp; Operability studies</td>
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<tr>
<td>Or other such studies.</td>
<td></td>
</tr>
<tr>
<td>Industrial Vibration Study</td>
<td>2) In addition to the above, to and fro travelling expenses for the team members as per the Central Govt. Rules will be required to be reimbursed by the managements. In order to facilitate the task, reserved to and fro tickets of the team members by the modes and classes of their entitlement are to be made available by the management <strong>atleast 3 working days</strong> before the commencement of the journey and arrangement of local transport (appropriate lodging, boarding etc.) are to be borne by the managements. Consequently the residual daily allowances and travelling expenses will be billed by the institute for reimbursement by the managements.</td>
</tr>
</tbody>
</table>

3) The bills for the Institute fee and for reimbursement of the residual travelling expenses will be sent to the managements after completion of the field work. While sending the reports of the studies, it will be ensured that the payments of the bills have been received by the institute. All the payment to be made by the client organizations shall be in
| In-plant Training Programmes | 1) The Institute fee @ 8000/- per day (or as revised from time to time) will be charged for the number of days spent in training programmes. |
|  | 2) The to and fro travelling expenses of the facultymembers, as per the Central Govt. Rules will be required to be reimbursed by the managements. In order to facilitate the task, reserved to and fro tickets of the team members by the modes and classes of their entitlement are to be made available by the management well before the commencement of the journey and arrangement of local transport (lodging, boarding) are to be borne by the managements. Consequently the residual daily allowances and travelling expenses will be billed by the institute for reimbursement by the managements. |
|  | 3.(a) The proforma bill for the Institute Fee will be sent along with the final travel plant. The payments against the bill will have to be handed over to the team leader on the last day of the training programme. |
|  | (c) The bills for the residual daily allowances and travelling/expenses will be sent to the managements after completion of the training programme which will have to be paid by the management within a fortnight from the date of receipt of the bill. All the payments to be made by the client organizations will have to be in the form of demand draft in favour of the institute payable at its station. |
National policy on safety, health and environment at work place

1. PREAMBLE

1.1 The Constitution of India provide detailed provisions for the rights of the citizens and also lays down the Directive Principles of State Policy which set an aim to which the activities of the state are to be guided.

1.2 These Directive Principles provide:

a) for securing the health and strength of employees, men and women;

b) that the tender age of children are not abused;

c) that citizens are not forced by economic necessity to enter avocations unsuited to their age or strength;

d) just and humane conditions of work and maternity relief are provided; and

e) that the Government shall take steps, by suitable legislation or in any other way, to secure the participation of employee in the management of undertakings, establishments or other organisations engaged in any industry.

1.3 On the basis of these Directive Principles as well as international instruments, Government is committed to regulate all economic activities for management of safety and health risks at workplaces and to provide measures so as to ensure safe and healthy working conditions for every working man and woman in the nation. Government recognizes that safety and health of workers has a positive impact on productivity and economic and social development. Prevention is an integral part of economic activities as high safety and health standard at work is as important as good business performance for new as well as existing industries.

1.4 The formulation of policy, priorities and strategies in occupational safety, health and environment at work places, is undertaken by national authorities in consultation with social partners for fulfilling such objectives. A critical role is played by the Government and the social partners, professional safety and health organizations in ensuring prevention and in also providing treatment, support and rehabilitation services.
1.5 Government of India firmly believes that without safe, clean environment as well as healthy working conditions, social justice and economic growth cannot be achieved and that safe and healthy working environment is recognized as a fundamental human right. Education, training, consultation and exchange of information and good practices are essential for prevention and promotion of such measures.

1.6 The changing job patterns and working relationships, the rise in self employment, greater sub-contracting, outsourcing of work, homework and the increasing number of employees working away from their establishment, pose problems to management of occupational safety and health risks at workplaces. New safety hazards and health risks will be appearing along with the transfer and adoption of new technologies. In addition, many of the well known conventional hazards will continue to be present at the workplace till the risks arising from exposure to these hazards are brought under adequate control. While advancements in technology have minimized or eliminated some hazards at workplace, new risks can emerge in their place which needs to be addressed.

1.7 Particular attention needs to be paid to the hazardous operations and of employees in risk prone conditions such as migrant employees and various vulnerable groups of employees arising out of greater mobility in the workforce with more people working for a number of employers, either consecutively or simultaneously.

1.8 The increasing use of chemicals, exposure to physical, chemical and biological agents with hazard potential unknown to people; the indiscriminate use of agro-chemicals including pesticides, agricultural machineries and equipment; industries with major accident risks; effects of computer controlled technologies and alarming influence of stress at work in many modern jobs pose serious safety, health and environmental risks.

1.9 The fundamental purpose of this National Policy on Safety, Health and Environment at workplace, is not only to eliminate the incidence of work related injuries, diseases, fatalities, disaster and loss of national assets and ensuring achievement of a high level of occupational safety, health and environment performance through proactive approaches but also to enhance the well-being of the employee and society, at large. The necessary changes in this area will be based on a co-ordinated national effort focused on clear national goals and objectives.

1.10 Every Ministry or Department may work out their detailed policy relevant to their working environment as per the guidelines on the National Policy.
2. **GOALS:**

The Government firmly believes that building and maintaining national preventive safety and health culture is the need of the hour. With a view to develop such a culture and to improve the safety, health and environment at work place, it is essential to meet the following requirements:-

2.1 providing a statutory framework on Occupational Safety and Health in respect of all sectors of industrial activities including the construction sector, designing suitable control systems of compliance, enforcement and incentives for better compliance.

2.2 providing administrative and technical support services.

2.3 providing a system of incentives to employers and employees to achieve higher health and safety standards.

2.4 providing for a system of non-financial incentives for improvement in safety and health.

2.5 establishing and developing the research and development capability in emerging areas of risk and providing for effective control measures.

2.6 Focusing on prevention strategies and monitoring performance through improved data collection system on work related injuries and diseases.

2.7 Developing and providing required technical manpower and knowledge in the areas of safety, health and environment at workplaces in different sectors.

2.8 Promoting inclusion of safety, health and environment, improvement at workplaces as an important component in other relevant national policy documents.

2.9 Including safety and occupational health as an integral part of every operation.

3. **OBJECTIVES:**

3.1 The policy seeks to bring the national objectives into focus as a step towards improvement in safety, health and environment at workplace. The objectives are to achieve:-

   a) Continuous reduction in the incidence of work related injuries, fatalities, diseases, disasters and loss of national assets.

   b) Improved coverage of work related injuries, fatalities and diseases and provide for a more comprehensive data base for facilitating better performance and monitoring.

   c) Continuous enhancement of community awareness regarding safety, health and environment at workplace related areas.
d) Continually increasing community expectation of workplace health and safety standards.

e) Improving safety, health and environment at workplace by creation of “green jobs” contributing to sustainable enterprise development.

4. ACTION PROGRAMME

For the purpose of achieving the goals and objectives mentioned in paragraphs 2 and 3 above, the following action programme is drawn up and where necessary time bound action programme would be initiated, namely:-

4.1. Enforcement

4.1.1 by providing an effective enforcement machinery as well as suitable provisions for compensation and rehabilitation of affected persons;

4.1.2 by effectively enforcing all applicable laws and regulations concerning safety, health and environment at workplaces in all economic activities through an adequate and effective labour inspection system;

4.1.3 By establishing suitable schemes for subsidy and provision of loans to enable effective implementation of the policy;

4.1.4 by ensuring that employers, employees and others have separate but complementary responsibilities and rights with respect to achieving safe and healthy working conditions;

4.1.5 by amending expeditiously existing laws relating to safety, health and environment and bring them in line with the relevant international instruments;

4.1.6 by monitoring the adoption of national standards through regulatory authorities;

4.1.7 by facilitating the sharing of best practices and experiences between national and international regulatory authorities;

4.1.8 by developing new and innovative enforcement methods including financial incentives that encourage and ensure improved workplace performance;

4.1.9 by making an enabling legislation on Safety, Health and Environment at Workplaces;

4.1.10 by setting up safety and health committees wherever deemed appropriate;
4.2 National Standards

4.2.1 by developing appropriate standards, codes of practices and manuals on safety, health and environment for uniformity at the national level in all economic activities consistent with international standards and implementation by the stake holders in true spirit;

4.2.2 by ensuring stakeholders awareness of and accessibility to applicable policy, documents, codes, regulations and standards;

4.3 Compliance

4.3.1 by encouraging the appropriate Government to assume the fullest responsibility for the administration and enforcement of occupational safety, health and environment at workplace, provide assistance in identifying their needs and responsibilities in the area of safety, health and environment at workplace, to develop plans and programmes in accordance with the provisions of the applicable Acts and to conduct experimental and demonstration projects in connection therewith;

4.3.2 by calling upon the co-operation of social partners in the supervision of application of legislations and regulations relating to safety, health and environment at workplace;

4.3.3 by continuous improvement of Occupational Safety and Health by systems approach to the management of Occupational Safety and Health including developing guidance on Occupational Safety and Health management systems, strengthening voluntary actions, including mechanisms for self-regulatory concept and establishing auditing mechanisms which can test and authenticate occupational safety and health management systems;

4.3.4 by providing specific measures to prevent catastrophes, and to co-ordinate and specify the actions to be taken at different levels, particularly in the industrial zones with high potential risks;

4.3.5 by recognizing the best safety and health practices and providing facilitation for their adoption.

4.3.6 by providing adequate penal provisions as deterrent for violation of laws for the time being in force;

4.3.7 by encouraging all concerned to adopt and commit to “Responsible Care” and / or “Corporate Social Responsibility” to improve safety, health and environment at workplace performance;

4.3.8 by ensuring a suitable accreditation machinery to recognise institutions, professionals and services relating to safety, health and environment at workplace
for uniformity and greater coverage as also authenticating safe management system;

4.3.9 by encouraging employers to ensure occupational safety and health management systems, establish them in efficient manner to improve workplace safety and health;

4.3.10 by specifically focusing on such occupational diseases like pneumoconiosis and silicosis; developing a framework for its prevention and control as well as develop technical standards and guidelines for the same;

4.3.11 by promoting safe and clean technology and progressively replacing materials hazardous to human health and environment;

4.4 Awareness

4.4.1 by increasing awareness on safety, health and environment at workplace through appropriate means;

4.4.2 by providing forums for consultations with employers’ representatives, employees representatives and community on matters of national concern relating to safety, health and environment at workplace with the overall objective of creating awareness and enhancing national productivity;

4.4.3 by encouraging joint labour-management efforts to preserve, protect and promote national assets and to eliminate injuries and diseases arising out of employment;

4.4.4 by raising community awareness through structured, audience specific approach;

4.4.5 by continuously evaluating the impact of such awareness and information initiatives;

4.4.6 by maximizing gains from the substantial investment in awareness campaigns by sharing experience and learning;

4.4.7 by suitably incorporating teaching inputs on safety, health and environment at workplace in schools, technical, medical, professional and vocational courses and distance education programme;

4.4.8 by securing good liaison arrangements with the International organisations;

4.4.9 by providing medical criteria wherever necessary which will assure insofar as practicable that no employee will suffer diminished health, functional capacity, or life expectancy as a result of his workplace activities and that in the event of such occupational diseases having been contracted, is suitably compensated;

4.4.10 by providing practical guidance and encouraging employers and employees in their efforts to reduce the incidence of occupational safety and health risks at their places of employment and to impress upon employers and employees to institute new programmes and to improve existing programmes for providing safe and healthful working conditions, requiring employers to ensure that workers and their
representatives are consulted, trained, informed and involved in all measures related to their safety and health at work;

4.5 **Research and Development**

4.5.1 by providing for research in the field of safety, health and environment at workplace, including the social and psychological factors involved, and by developing innovative methods, techniques including computer aided Risk Assessment Tools, and approaches for dealing with safety, health and environment at workplace problems which will help in establishing standards;

4.5.2 by exploring ways to discover latent diseases, establishing causal connections between diseases and work environmental conditions, updating list of occupational diseases and conducting other research relating to safety, health and environmental problems at workplace;

4.5.3 by establishing research priorities as per national requirements; exploring partnerships and improving communications with various national and international research bodies;

4.5.4 by ensuring a coordinated research approach and an optimal allocation of resources in Occupational Safety and Health sector for such purposes;

4.6 **Occupational safety and health skills development**

4.6.1 by building upon advances already made through employer and employee initiative for providing safe and healthy working conditions;

4.6.2 by providing for training programmes to increase the number and competence of personnel engaged in the field of occupational safety, health and environment at workplace;

4.6.3 by providing information and advice, in an appropriate manner, to employers and employees organisations, with a view to eliminating hazards or reducing them as far as practicable;

4.6.4 by establishing occupational health services aimed at protection and promotion of health of employee and improvement of working conditions and by providing employee access to these services in different sectors of economic activities;

4.6.5 by integrating health and safety into vocational, professional and labour related training programmes as also management training including small business practices;

4.6.6 by adopting Occupational Safety and Health training curricula in workplace and industry programmes;

4.7 **Data collection**
4.7.1 by compiling statistics relating to safety, health and environment at work places, prioritizing key issues for action, conducting national studies or surveys or projects through governmental and non-governmental organisations;

4.7.2 by reinforcing and sharing of information and data on national occupational safety, health and environment at work place information amongst different stake holders through a national network system on Occupational Safety and Health;

4.7.3 by extending data coverage relevant to work-related injury and disease, including measures of exposure, and occupational groups that are currently excluded, such as self-employed people;

4.7.4 by extending data systems to allow timely reporting and provision of information;

4.7.5 by developing the means for improved access to information;

4.8 Review

4.8.1 An initial review and analysis shall be carried out to ascertain the current status of safety, health and environment at workplace and building a national Occupational Safety and Health profile.

4.8.2 National Policy and the action programme shall be reviewed at least once in five years or earlier if felt necessary to assess relevance of the national goals and objectives.

5. CONCLUSION

5.1 There is a need to develop close involvement of social partners to meet the challenges ahead in the assessment and control of workplace risks by mobilizing local resources and extending protection to such working population and vulnerable groups where social protection is not adequate.

5.2 Government stands committed to review the National Policy on Safety, Health and Environment at Workplace and legislations through tripartite consultation, improve enforcement, compilation and analysis of statistics; develop special programmes for hazardous operations and other focus sectors, set up training mechanisms, create nation-wide awareness, arrange for the mobilization of available resources and expertise.

5.3 The National Policy and programme envisages total commitment and demonstration by all concerned stake holders such as Government and social partners. Our goals and objectives will be that through dedicated and concerted efforts consistent with the requirements of safety, health and environment at work place and thereby improving the quality of work and working life.
Guidelines for empanelment of Doctors to carry out medical examination of Dock Workers under Regulations 107

Periodicity of Medical Examination (vide Regulation 107, read with Schedule XI of Dock Workers (Safety, Health & Welfare) Regulations, 1990

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Category of dock workers</th>
<th>Periodicity of medical examination</th>
</tr>
</thead>
</table>
| a)     | Drivers/ Operators of lifting appliances & transport equipment and signalers | i) At the time of initial employment  
ii) After illness or injury affecting his/her fitness  
iii) Once in every two years up to the age of 40 years and  
v) Thereafter, once every year during the service period |
| b)     | All other dock workers (not covered under para (a) above), | i) At the time of initial employment  
ii) After illness or injury affecting his/her illness  
iii) Once in every three years up to the age of 40 years, and  
v) Thereafter, once in every two years during the service period |

Eligibility Requirements:

(a) Qualifications:

Individuals applying for consideration must possess a MBBS degree from recognized medical college and should have completed rotating internship. In addition to the MBBS degree, they also should possess either Diploma in Industrial Health/Associated Fellow of Industrial Health Post Graduate qualification recognized by Medical Council of India/DGFASLI, respectively, or they possess M.D. qualification in Gen. Med./Chest/PSM. However, they shall be considered only for places where there are no doctors with Diploma in Industrial Health/Associated Fellow of Industrial Health qualifications.

(b) Facilities for conducting Medical Examination:

The individuals and the Institutions/Hospitals applying for empanelment shall have necessary facilities for undertaking the following :-

i) Recording the details of history (present, past, personal, family, socio-economic and any other, if relevant).

(ii) Occupational History (past and present with likely hazard to which may be exposed).
(iii) General, medical physical examination.
(iv) Systemic medical examination.
(v) Specific target organ/system examination.
(vi) Tests: Routine urine examination, CBC blood examination, blood sugar (both fasting and PP), and ECG, lung function tests, Audiometry, tests for visual performance (job oriented vision testing), X-ray, PA Chest (full size)
(vii) Specific tests, if needed, to ascertain the fitness of individual for specific job and also to monitor his occupational health status in future (to be determined keeping in view the occupational hazard to which the individual is exposed).

(c) **Fresh cases for Empanelment of Doctors:**
   
i) The application for empanelment is to be submitted to the headquarters, in prescribed format.

   
   ii) The application is scrutinsed by the Dock Safety Division (HQ), DGFASLI and a Committee is constituted with the approval of competent authority to inspect the facilities available with him. Based on the satisfactory report from the committee, the applicant is called for the interview at DGFASLI, Mumbai.

   
   iii) Based on the recommendation of the interview committee, the empanelment is granted for a period of one year.

(d) **Renewal of Empanelment of Doctors:**

   
i) The application for renewal of empanelment is to be submitted to the Headquarters, in prescribed format.

   
   ii) The application is scrutinsed by the Dock Safety Division (HQ), DGFASLI and a Committee is constituted with the approval of competent authority to inspect the facilities available as on date of renewal application and compliance of the provisions given in the order for previous order of empanelment issued by the competent authority. Based on the satisfactory report from the committee, the applicant is called for the interview at DGFASLI, Mumbai.

   
   iii) Based on the recommendation of the interview committee, the empanelment is granted for a period of two years.

(e) **Records to be maintained:**

   
i. The doctors are required to maintain the details of Medical Examination of Dock Workers in prescribed format.

   
   ii. The doctors shall make available the details of Medical Examination of Dock Workers in prescribed format to the Employers of dock workers.

   
   iii. The doctors shall submit Half Yearly statement to the Inspector of Dock Safety in prescribed format.

   
   iv. The doctors shall also submit details of dock workers found unfit, in prescribed format.
Model MAHC Rules  
(As on 18/9/2001)

ARRANGEMENT OF RULES
1. Short title and commencement
2. Definitions
3. Collection, development and dissemination of information
3.A. Duties of Inspector
4. General responsibility of the occupier
5. Notification of major accidents
6. Industrial activities to which Rules 7 to 15 apply
7. Notification of sites
8. Updating of the notification under Rule 7
9. Deleted
10. Safety reports and Safety audit reports
11. Updating of reports under Rule 10
12. Requirements for further information to be sent to the Inspector and the Chief Inspector
13. Preparation of on-site emergency plan by the occupier
14. Deleted
15. Information to be given to persons liable to be affected by a major accident
16. Disclosure of information notified under the Rules
17. Deleted
18. Power of the State Government to modify the Schedules
19. Repeals and Modifications to the Rules for the Factories (Amendment) Act, 1987
   Schedule 1  Indicative criteria and list of chemicals
   Schedule 2  Isolated storage
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   Schedule 4  Industrial installations within the meaning of Rule 2(b)
   Schedule 5  Safety data sheet
   Schedule 6  Information to be furnished regarding notification of a major accident
   Schedule 7  Information to be furnished for the notification of sites
Schedule 8 Information to be furnished in a safety report

Schedule 8A Details to be furnished in the On-site Emergency Plan

Schedule 9 Repeals and Modifications to the Rules for the Factories (Amendment) Act, 1987

1. Short title and commencement –

   (1) These Rules may be called The Major Accident Hazard Control Rules, 1997
   (2) They shall come into force on the date of their publication in the Official Gazette as per the procedure laid down under the Factories Act, 1948.
   (3) These Rules supplement the Rules already notified under Chapter IV-a of the Factories Act, 1948

2. Definition –

In these Rules, unless the context otherwise requires –

(a) “hazardous chemical” means, -
   i) any chemical which satisfies any of the criteria laid down in Part I of Schedule 1 or is listed in Column 2 of Part II of this Schedule; or
   ii) any chemical listed in Column 2 of Schedule 2; or
   iii) any chemical listed in Column 2 of Schedule 3;

(b) “industrial activity” means:
   an operation or process carried out in a factory referred to in Schedule 4 involving or likely to involve one or more hazardous chemicals and includes on-site storage or on-site transport which is associated with that operation or process, as the case may be;

(c) “isolated storage” means storage which no other manufacturing process other than pumping of hazardous chemicals is carried out and that storage involves at least a quantity of that chemical set out in Schedule 2, but does not include storage associated with a factory specified in Schedule 4 on the same site.

(d) “major accident” means an incident involving loss of life inside or outside the site or 10 or more injuries inside and / or one or more injuries outside or release of toxic chemical or explosion or fire or spillage of hazardous chemicals resulting in ‘on-site’ or ‘off-site’ emergencies or damage to equipment leading to stoppage of process or adverse effects to the environment.
(e) “pipeline” means a pipe (together with any apparatus and works associated therewith), or system of pipes (together with any apparatus and works associated therewith), for the conveyance of a hazardous chemical, other than a flammable gas as set out in Column 2 of Part II of Schedule 3 at a pressure of less than 8 bars absolute;

(f) “Schedule” means Schedule appended to these Rules;

(g) ***

(h) Words and expressions not defined in these Rules but used thereunder have the same meaning as assigned therein.

3. (1) This Rule shall apply to an industrial activity or isolated storage in which a hazardous chemical which satisfies any of the criteria laid down in Part I of Schedule 1 or listed in Column 2 of Part II of this Schedule is or may be involved.

(2) An occupier of an industrial activity or isolated storage in terms of Sub-rule (1) of this Rule shall arrange to obtain or develop information in the form of Safety Data Sheet as specified in Schedule 5. The information shall be made accessible to workers upon request for reference.

(3) The occupier while obtaining or developing safety data sheet as specified in Schedule 5 in respect of hazardous chemical handled by him shall ensure that the information is recorded accurately and reflects the scientific evidence used in making the hazard determination. In case, any significant information regarding hazard of a chemical is available, it shall be added to the safety data sheet as specified in Schedule 5 as soon as practicable.

(4) Every container of a hazardous chemical 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 chemicals; and
(c) The physical, chemical and toxicological data of the hazardous chemical.

(5) In terms of sub-rule (4) of this Rule where it is impractical to label a chemical in view of the size of the container or the nature of the package, provision should be made for other effective means like tagging or accompanying documents.

3. **Duties of Inspector –**
The Inspector shall –

(a) inspect the industrial activity or isolated storage at least once in a calendar year;

(b) send annually status report on the compliance with the Rules by occupiers to the Ministry of Environment & Forests through the Directorate General Factory Advice Service and Labour Institutes and Ministry of Labour, Govt. of India

(c) enforce directions and procedures in respect of industrial activities or isolated storages covered under the Factories Act 1948 and in respect of pipelines up to a distance of 500 m from the outside of the perimeter of the factory, regarding –

   (i) Notification of the major accidents as per Rules 5(1) & 5 (2).
   (ii) Notification of sites as per Rules 7 & 8
   (iii) Preparation of Safety Reports as per Rules 10-12.
   (iv) Preparation of on-site emergency plans as per Rule 13 ad involvement in the preparation of off-site emergency plans in consultation with District Collector or District Emergency Authority.

4. General responsibility of the occupier –

   (1) This Rule shall apply to –
   (a) an industrial activity in which a hazardous chemical, which satisfies any of the criteria laid down in Part I of Schedule 1 or is listed in Column 2 of Part II of this Schedule is or may be involved; and
   (b) Isolated storage in which there is involved a quantity of a hazardous chemical listed in Column 2 of Schedule 2 which is equal to or more than the threshold quantity specified in this Schedule for than chemical in Column 3 thereof.

   (2) An occupier in terms of sub-rule (1) shall provide information on demand to show that he has –
   (a) identified the major accident hazards; and
   (b) taken adequate steps to –
      (i) prevent such major accidents and to limit their consequences to persons and the environment; and
      (ii) Provide to the persons working on the site with the information, training and equipment including antidotes necessary to ensure their safety and health.

5. Notification of Major Accident –

   (1) where a major accident occurs on a site or in a pipeline the occupier shall with 48 hours notify the Inspector and Chief Inspector of than accident, and furnish thereafter to the inspector and Chief inspect a report relating to the accident in installments, if necessary, in Schedule 6.
(2) The Inspector and Chief Inspector shall on receipt of the report in accordance with sub-rule (1) of this Rule, shall undertake a full analysis of the major accident and send the requisite information to the Ministry of Environment and Forests through the Directorate General Factory Advice Service and Labour Institutes and Ministry of Labour, Government of India.

(3) An occupier shall notify to the Inspector steps taken to avoid any repetition of such occurrence on a site.

(4) The Inspector and Chief Inspector shall compile information regarding major accidents and made available a copy of the same to the Ministry of Environment and Forests through Directorate General Factory Advice Service and Labour Institutes and Ministry of Labour, Government of India.

(5) The Inspector and the Chief Inspector shall inform the occupier in writing, of any lacunae which in their pinion needs to be rectified to avoid major accidents.

6. **Industrial activities to which Rules 7 to 15 apply**

   (1) (a) Rules 7, 8, 13 and 15 shall apply to an industrial activity, other than isolated storage, in which there is chemical listed in Column 2 of Schedule 3 which is equal to or more than the threshold quantity specified in the entry for that chemical in Column 3;

   (b) Rules from 10 to 12 shall apply to an industrial activity other than isolated storage, in which there is involved a quantity of a hazardous chemical listed in Column 2 of Schedule 3 which is equal to or more than the threshold quantity specified in the entry for that chemical in Column 4;

   (c) Rules 7 and 8 shall apply to an isolated storage in which there is involved a quantity of a hazardous chemical listed in Column 2 of Schedule 2 which is equal to or more than the threshold quantity specified in the entry for that chemical in Column 3;

   (d) Rules 10 to 13 and 15 shall apply to an isolated storage in which there is involved a quantity of a hazardous chemical listed in Column 2 of Schedule 2 which is equal to or more than the threshold quantity specified in the entry for that chemical in Column 4;

7. **Notification of sites**
(1) An occupier shall not undertake any industrial activity or isolated storage unless he has submitted a written report to Chief Inspector containing the particulars specified in Schedule 7 at least 90 days before commencing that activity or isolated storage; or before such shorter time as Chief inspector may agree and for the purposes of this sub-rule, an activity in which subsequently there is or is liable to be threshold quantity given in Column 3 of Schedules 2 and 3 or more of an additional hazardous chemical shall be deemed to be a different activity and shall be notified accordingly.

(2) The Chief Inspector within 60 days from the date of receipt of the report in accordance with sub-rule(1) of this Rules shall examine and on examination of the report if he is of the opinion that contravention of the provision of the Act or the Rules made thereunder has taken place, he may issue notice for obtaining compliance.

8. ** Updating of the notification under Rule 7 **

Where an industrial activity or isolated storage has been reported in accordance with Rule 7(1) and the occupier makes a change in it (including an increase or decrease in the maximum quantity of a hazardous chemical to which this Rule applies which is or is liable to be at the site or in the pipeline or at the cessation of the activity) which affects the particulars specified in that report or any subsequent report made under this Rule, the occupier shall forthwith furnish a further report to the Inspector and Chief Inspector.

9. ** ** **

10. ** Safety reports and Safety audit reports **

(1) Subject to the following sub-rules of this Rule, an occupier shall not undertake any industrial activity or isolated storage to which this Rule applies, unless he has prepared a safety report on that industrial activity or isolated storage containing the information specified in Schedule 8 and has sent a copy of that report to Chief Inspector at least 90 days before commencing that activity.

(2) After the commencement of these Rules, the occupiers of both the new and the existing industrial activities or isolated storages shall arrange to carry out once in a year safety audit by a competent agency to be accredited by an Accreditation Board to be constituted by the Ministry of Labour, Government of India in this behalf and in absence of such Accreditation Board by a competent agency approved by Chief inspector of Factories.
(3) The occupier, within 30 days of the completion of the audit, shall send a report to the Chief Inspector with respect to the implementation of the audit recommendations.

11. Updating of reports under Rule 10

(1) Where an occupier has made a safety report in accordance with sub-rule (1) of Rule 10 he shall not make any modification to the industrial activity or isolated storage to which that safety report relates which could materially affect the particulars in that report, unless he has made a further report to take account of those modifications and has sent a copy of that report to the Inspector and Chief Inspector at least 90 days before making those modifications.

(2) Where an occupier has made a report in accordance with Rule 10 and sub-rule (1) of this Rule and than industrial activity or isolated storage is continuing, the occupier shall, within three years of the date of the last such report, make a further report which shall have regard in particular to new technical knowledge which has affected the particulars in the previous report relating to safety and hazard assessment and shall, within 30 days or in such longer time, as the Inspector and Chief Inspector may agree in writing, send a copy of the report to the Inspector and Chief Inspector.

12. Requirements for further information to be sent to the Inspector and the Chief Inspector

Where in accordance with Rules 10 and 11 an occupier has sent safety report and safety audit report relating to an industrial activity or isolated storage to the Inspector and Chief Inspector, the Inspector and Chief Inspector may by a notice served on the occupier, require him to provide such additional information as may be specified in the notice and the occupier shall send that information to the Inspector and Chief Inspector within 90 days.

13. Preparation of on-site emergency plan by the occupier

(1) The occupier shall prepare, keep up-to-date and furnish to the Inspector and Chief Inspector an On-site emergency plan containing details specified in Schedule 8A and detailing how major accidents will be dealt with on the site on which the industrial activity or isolated storage is carried on and that plan shall include the name of the person who is responsible for safety on the site and the names of those who are authorized to take action in accordance with the plan incase of an emergency.
(2) The occupier shall ensure that the emergency plan prepared in accordance with sub-Rule (1) of this Rule takes into account any modification made in the industrial activity or isolated storage and that every person on the site who is concerned with the plan is informed of its relevant provisions.

(3) The occupier shall prepare the emergency plan required under sub-rule (1) of this Rule-

(a) Before the commencement of industrial activity or isolated storage.

(b) Within 90 days of coming into operation of these Rules in case of an existing industrial activity or isolated storage.

(4) The occupier shall ensure that a mock drill of the on-site emergency is conducted at least once in every six months.

(5) A detailed report of the mock drill conducted under sub-rule (4) shall be made immediately available to the Inspector and Chief Inspector.

14. ** ** **

15. Information to be given to persons liable to be affected by a major accident

(1) The occupier shall take appropriate steps to inform persons outside the site who are likely to be in an area which may be affected by a major accident about –

   a. the nature of the major accident hazard; and
   b. the safety measures and the Do’s and Don’ts which should be adopted in the event of a major accident.

(2) The occupier shall take the steps required under sub-Rule(1) of this Rule to inform persons about an industrial activity or isolated storage before that activity is commenced, except that in respect of an existing industrial activity or isolated storage the occupier shall comply with the requirements of sub-Rule(1) of this Rule within 90 days of coming into operation of these Rules.

16. Disclosure of information notified under the Rules

Where for the purpose of evaluating information notified under Rule 5 or Rules 7 to 15, the Inspector or the Chief Inspector discloses that information to some other person,
that other person shall not use that information for any purpose except a purpose of the Inspector or the Chief Inspector disclosing it, as the case may be, and before disclosing that information the Inspector or the Chief Inspector as the case may be shall inform that other person of his obligations under this Rule.

17. ** ** **

18. Power of the State Government to modify the Schedules

The State Government may, at any time, by notification in the Official Gazette, make suitable changes in the Schedules.

19. Repeals and Modifications to the Rules for the Factories (Amendment) Act, 1987

(1) The Rules set out in Part I of Schedule 9 be repealed.

(2) The Rules set out in Part II of Schedule 9 be modified to the extent specified in column 4 of that Schedule.
SCHEDULE I

[See Rules 2(a)(i), 3(1) and 4(1)(a)]

Indicative Criteria and List of Chemicals

Part I INDICATIVE CRITERIA

(a) Toxic Chemicals:

Chemicals having the following values of acute toxicity and which, owing to their physical and chemical properties, are capable of producing major accident hazards.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Degree of Toxicity</th>
<th>Medium lethal dose by the oral route (oral toxicity) LD (Mg/kg body weight of test animals)</th>
<th>Medium lethal dose by the dermal route (dermal toxicity) LD 50 (mg.kg body weight of test animals)</th>
<th>Medium lethal concentration by inhalation route (four hours (LC50 (mg/1 inhalation in test animals))</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Extremely toxic</td>
<td>1-50</td>
<td>1-200</td>
<td>0.1-0.5</td>
</tr>
<tr>
<td>2.</td>
<td>Highly toxic</td>
<td>51-500</td>
<td>201-2000</td>
<td>0.5-2.0</td>
</tr>
</tbody>
</table>

(b) Flammable chemicals:

(i) Flammable gases: Chemicals which in the gaseous state at normal pressure and mixed with air become flammable and the boiling point of which at normal pressure is 20°C or below;

(ii) Highly flammable liquids: Chemicals which have a flash point lower than 23°C

(iii) Flammable liquids: Chemicals which have a flash point lower than 65°C degree C and which remain liquid under pressure, where particular processing conditions, such as high pressure and high temperature, may create major accident hazards.

(c) Explosives:

Chemicals which may explode under the effect of flame, heat or photochemical conditions, or which are more sensitive to shocks or friction than dinitrobenzene.
PART-II  LIST OF HAZARDOUS CHEMICALS

(1) ACETONE
(2) ACETONE CYANOHYDRINE
(3) ACETYL CHLORIDE
(4) ACETYLENE (ETHYLENE)
(5) ACROLEIN (2-PROPENAL)
(6) ACRYLONITRILE
(7) ALTICARB
(8) ALDRIN
(9) ALICYL PHTHALATE
(10) ALLYL ALCHOHOL
(11) ALLYLAMINE
(12) ALPHA NAPHTHYL THIOUREA (ANTTU)
(13) AMINODIPHENYL-4
(14) AMINOPHENOL-2
(15) AMIDON
(16) AMMONIA
(17) AMMONIUM NITRATE
(18) AMMONIUM NITRATE IN FERTILIZERS
(19) AMMONIUM SULFAMATE
(20) ANABASINE
(21) ANILINE
(22) ANISIDNIE-p
(23) ANTIMONY & COMPOUNDS
(24) ANTIMONY HIDRIDE (STIBINE)
(25) ARSYNIC HYDRIDE (ARSINE)
(26) ARSYNIC PENTOXIDE, ARSYNIC (V) ACID & SALTS
(27) ARSYNIC TYSOSIDE, ARSENIOUS (III) ACID & SALTS
(28) ASBESTOS
(29) AZINPHOS-ETHYL
(30) AZINPHOS-METHYL
(31) BARIUM AZIDE
(32) BENZENE
(33) BENZIDINE
(34) BENZIDINE SALTS
(35) BENZOQUINONE
(36) BENZOYL CHLORIDE
(37) BENZOYL PHOROXIDE
(38) BENZYL CHLORIDE
(39) BENZYL CYANIDE
(40) BERYLLIUM (POWDERS, COMPOUNDS)
(41) BIPHENYL
(42) BIS (2-CHLOROMETHYLE) KETONE
(43) BIS (2, 4, 6–TRINITROPHENYL) AMINE
(44) BIS (2-CHLOROETHYL) SULPHIDE
(45) BIS (CHLOROMETHYL) ETHER
(46) 2, 2-BIS (tert– BUTYLPEROXY) BUTANE
(47) 1, 1 – BIS (tert– BUTYLPEROXY) CYCLOHEXANE
(48) BIS – 1, 2 (TRYVROMOPHENOXY) ETHANE
(49) BISPHENOL
(50) BORON & COMPOUNDS
(51) BROMINE
(52) BROMINE PENTA FLUORIDE
(53) BROMOFORM
(54) 1,3-BUTADIENE
(55) BUTANE
(56) N-BUTANETHIOL
(57) 2-BUTANONE
(58) BUTOXY ETHANOL
(59) BUTYL GLYCICAL EITHER
(60) BUTYL PEROXYISOBUTYRATE tert
(61) BUTYL PEROXYACETATE tert
(62) BUTYL PEROXYISOPROPYL CARBONATE tert
(63) BUTYL PEROXYMALEATIE tert
(64) BUTYL PEROXYPIVALATE tert
(65) BUTYL VINYL ETHER
(66) BUTYL-n-MERCAPTAN
(67) BUTYLAMINE
(68) C9-AROMATIC HYDROCARBON FRACTION CADMIUM & COMPOUNDS
(69) CADMIUM & COMPOUNDS
(70) CADMIUM OXIDE (fumes)
(71) CALCIUM CYANIDE
(72) CAPTAN
(73) CAPTOFOL
(74) CARBARYL (SEVIN)
(75) CARBOFURAN
(76) CARBON DISULPHIDE
(77) CARBON MONOXIDE
(78) CARBON TETRACHLORIDE
(79) CARBOPHENOTHION
(80) CELLULOSE NITRATE
(81) CHLORATES (used in explosives)
(82) CHLORDANE
(83) CHLORFENVINPHOS
(84) CHLORINATED BENZENES
(85) CHLORINE
(86) CHLORINE DIOXIDE
(87) CHLORINE OXIDE
(88) CHLORINE TRIFLUORIDE
(89) CHLORMEQUATE CHLORIDE
(90) CHLORACETAL CHLORIDE
(91) CHLORACETALDEHYDE
(92) CHLOROANILINE-2
(93) CHLOROANILE-4
(94) CHLOROBENZENE
(95) CHLORODIPHENYL
(96) CHLOROEPoxyPROPANE
(97) CHLOROETHANOL
(98) CHLOROETHYL CHLOROFORMATE
(99) CHLOROFLUOROCARBONS
(100) CHLOROFORM
(101) CHLOROFORMYL, -4, MORPHOLINE
(102) CHLOROMETHANE
(103) CHLOROMETHYL ETHER
(104) CHLOROMETHYL METHYL ETHER
(105) CHLORONITROBENZENE
(106) CHLOROPRENE
(107) CHLOROSULPHONIC ACID
(108) CHLOROTRINITROBENZENE
(109) CHLOROXURON
(110) CHROMIUM & COMPOUNDS
(111) COBOLT & COMPOUNDS
(112) COPPER & COMPOUNDS
(113) COUMAFURYL
(114) COUMAPHOS
(115) COUMATERALYL
(116) CRESOLS
(117) CRIMIDINE
(118) CUMENE
(119) CYANOPHOS
(120) CYANOTHOATE
(121) CYANURIC FLUORIDE
(122) CYCLOHEXANE
(123) CYCLOHEXANOL
(124) CYCLOHEXANONE
(125) CYCLOHEXAMIDE
(126) CYCLOPENTADIENE
(127) CYCLOPENTANE
(128) CYCLOTETRAMETHYLENETETRANITRAMINE
(129) CYCLOTRIMETHYLENETRINITRAMINE
(130) DDT
(131) DECABROMODIPHENYL OXIDE
(132) DEMETON
(133) Di-ISOBUTYRYL PEROXIDE
(134) Di-n-PROPYL PEROXYDICARBONATE
(135) Di-sec-BUTYL PEROXYDICARBONATE
(136) DIALIFOS
(137) DIAZODINTROPHENOL
(138) DIAZOMETHANE
(139) DIBENZYL PEROXYDICARBONATE
(140) DICHLOROACETYLENE
(141) DICHLOROBENZENE-O
(142) DICHLOROBENZENE-P
(143) DICHLOROETHANE
(144) DICHLOROETHYL ETHER
(145) DICHLOROPHENOL, -2, 4
(146) DICHLOROPHENOL, -2, 6
(147) DICHLOROPHENOXY ACETIC ACID, -2, 4(2, 4-D)
(148) DICHLOROPROPANE, -1, 2
(149) DICHLOROSALICYLIC ACID, -3, 5
(150) DICHLOROVOS (DDVP)
(151) DICROTOPHOS
(152) DIELDREN
(153) DIOXYBUTANE
(154) DIETHYL PEROXYDICARBONATE
(155) DIETHYLENE GLYCOL DINITRATE
(156) DIETHYLENE TRIAMINE
(157) DIETHYLENENEGLYCOL BUTYL ETHER/
     DIETHYLENENEGLYCOLBUTYL ACETATE
(158) DIETHYLENETRIAMINE (DETA)
(159) DIGLYCIDYL ETHER
(160) DIHYDROPEROXYPROPAINE, -2, 2
(161) DI-ISO BUTYRYL PEROXIDE
(162) DIMEFOX
(163) DI-METHOATE
(164) DIMETHYL PHOSPHORAMIDOCY ANIDIC ACID
(165) DIMETHYL PHTHALATE
(166) DIMETHYLCARBOMOYL CHLORIDE
(167) DIMETHYLNIITROSAMINE
(168) DINITROPHENOL, SALTS
(169) DINITROTOLUENE,
(170) DINITRO-o-CRESOL
(171) DIOXANE
(172) DIOXATION
(173) DIOXOLANE
(174) DIPHACINONE
(175) DIPHOSPHORAMIDE OCTAMETHYL,
(176) DIPROPYLENE GLYCOLMETHYLETHER
(177) DISULFOTON
(178) ENDSULFAN
(179) ENDRIN
(180) EPICHLOROHYDRINE
(181) EPN
(182) EPOXYPROPAINE 1,2
(183) ETHION
(184) ETHYL CARBAMATE
(185) ETHYL ETHER
(186) ETHYL HEXANOL, -2
(187) ETHYL MERCAPTAN
(188) ETHYL METHACRYLATE
(189) ETHYL NITRATE
(190) ETHYLAMINE
(191) ETHYLENE
(192) ETHYLENE CHLOROHYDRINE
(193) ETHYLENE DIAMINE
(194) ETHYLENE DIBROMIDE
(195) ETHYLENE DICHLORIDE
(196) ETHYLENE GLYCOL DINITRATE
(197) ETHYLENE OXIDE
(198) ETHYLENE IMINE
(199) ETHYLTHIOCYANATE
(200) FENSULPHOTHION
(201) FLUENETIL
(202) FLUORO, -4, -2-HYDROXYBUTYRIC ACID & SALTS, ESTERS, AMIDES
(203) FLUOROACETIC ACID & SALTS, ESTERS, AMIDES
(204) FLUOROBUTYRIC ACID, -4, & SALTS, ESTERS, AMIDES
(205) FLUOROCHROTONIC ACID, -4 & SALTS, ESTERS, AMIDES
(206) FORMALDEHYDE
(207) GLYCOLONITRILE (HYDROXYACETONITRILE)
(208) GUANYL, -1, -4-NITROSAMINO GUANYL-TETRAZENE
(209) HEPTACHLOR
(210) HEXACHLORO CYCLOPENTADIENE
(211) HEXACHLOROCYCLOHEXANE
(212) HEXACHLOROCYCLOMETHANE
(213) HEXACHLORODIBENZO-p-DIOXINE 1,2,3,7,8,9
(214) HEXAFLUOROPROPENE
(215) HEXAMETHYLPHOSPHORAMIDE
(216) HEXAMETHYLPHOSPHORAMIDE
(217) HEXAMETHYLENEDIAMINE
(218) HEXANE
(219) HEXANITROSTILBENE
(220) HEXAVALENT CHROMIUM
(221) HYDRAZINE
(222) HYDROCHLORIC ACID
(223) HYDROFLUORIC ACID
(224) HYDROGEN BROMIDE (HYDROBROMIC ACID)
(225) HYDROGEN CHLORIDE (LIQUIFIED GAS)
(226) HYDROGEN CYANIDE
(227) HYDROGEN CYANIDE
(228) HYDROGEN FLUORIDE
(229) HYDROGEN SELENIDE
(230) HYDROGEN SULPHIDE
(231) HYDROQUINONE
(232) IODINE
(233) ISOBENZAN
(234) ISODRIN
(235) ISOPHORONE DIISOCYANATE
(236) ISOPROPYL LETHER
(237) JUGLONE (5-HYDROXYNAPHTHALENE-1, 4-DIONE)
(238) LEAD (INORGANIC FUMES & DUSTS)
(239) LEAD 2, 4, 6-TRINITRORESORCINOXIDE (LEAD STYPHNATE)
(240) LEAD AZIDE
(241) LEPTOPHOS
(242) LINDANE
(243) LIQUEFIED PETROLEUM GAS (LPG)
(244) MALEIC ANHYDRIDE
(245) MANGANESE & COMPOUNDS
(246) MERCAPTO BENZOTHIAZOLE
(247) MERCURY ALKYL
(248) MERCURY FULMINATE
(249) MERCURY METHYL
(250) METHACRYLIC ANHYDRIDE
(251) METHACRYLONITRILE
(252) METHACRYLOYLCHLORIDE
(253) METHAMIDOPHOS
(254) METHANESSUPHONYL FLOURIDE
(255) METHANETHIOL
(256) METHOXY ETHANOL (2-METHYL CELLOSOLVE)
(257) METHOXYETHYMERUCURIC ACETATE
(258) METHYL ACRYLATE
(259) METHYL ALCOHOL
(260) METHYL AMYLKETONE
(261) METHYL BROMIDE (BROMOMETHANE)
(262) METHYL CHLORIDE
(263) METHYL CHLOROFORM
(264) METHYL CYCLOHEXENE
(265) METHYL ETHYL KETONE PEROXIDE
(266) METHYL HYDRAZINE
(267) METHYL ISOBUTYL KETONE
(268) METHYL ISOBUTYL KETONE PEROXIDE
(269) METHYL ISOCYANATE
(270) METHYL ISOTHIOCYANATE
(271) METHYL MERCAPTAN
(272) METHYL METHACRYLATE
(273) METHYL PARATHION
(274) METHYL PHOSPHONIC DICHLORIDE
(275) METHYL-N, 2,4,6-TETRANITROANLINE\n(276) METHYLENE CHLORIDE
(277) METHYLENEBIS-4,4,(2-CHLOROANLINE)
(278) METHYL TRICHLOROSILANE
(279) MEVINPHOS
(280) MOLYBDENUM & COMPOUNDS
(281) N-METHYL-N-2,4,6-TETRAITROANILINE
(282) NAPHTHA (COAL TAR)
(283) NAPHTHALAMINE,2
(284) NICKEL & COMPOUNDS
(285) NICKEL TETRACARBONYL
(286) NITROANILINE-O
(287) NITROANILINE-P
(288) NITROBENZENE
(289) NITROCHLOROBENZENE-P
(290) NITROCYCLOHEXANE
(291) NITROETHANE
(292) NITROGEN DIOXIDE
(293) NITROGEN OXIDES
(294) NITROGEN TRIFLUORIDE
(295) NITROGLYCERINE
(296) NITROPHENOL-P
(297) NITROPROPANE-1
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<th>Chemical Name</th>
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<tbody>
<tr>
<td>298</td>
<td>NITROPROPANE-2</td>
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<tr>
<td>299</td>
<td>NITROSODIMETHYLAMINE</td>
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<td>NITROTOLUNE</td>
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<td>OLEYLAMINE</td>
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<td>OO-DIETHYL S-ETHYLSULPHONYLMETHYL PHOSPHOROTHIOATE</td>
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<td>OO-DIETHYL S-PROPYLTHIOMETHYL PHOSPHOROTHIOATE</td>
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<td>OXYAMYL</td>
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<td>OXYDISULFOTON</td>
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<tr>
<td>311</td>
<td>OXYGEN (LIQUID)</td>
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<td>312</td>
<td>OXYGEN DIFLUORIDE</td>
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<td>313</td>
<td>OZONE</td>
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<td>314</td>
<td>PARAOXON (DIETHYL 4-NITROPHENYL PHOSPHATE)</td>
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<td>PARATHION METHYL</td>
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<td>PARIS GREEN (BIS ACETO HEXAMETAARSENITOTETRA COPPER)</td>
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<td>PHENYLENE P-DIAMINE</td>
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<td>334</td>
<td>PHENYLMERCURY ACETATE</td>
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<td>335</td>
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<td>PHOSACETIM</td>
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<td>PHOSFOLAN</td>
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<td>PHOSGENE (CARBONYL CHLORIDE)</td>
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<td>PHOSMET</td>
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<td>341</td>
<td>PHOSPHAMIDON</td>
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<td>342</td>
<td>PHOSPHINE (HYDROGEN PHOSPHIDE)</td>
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<td>PHOSPHORIC ACID AND ESTERS</td>
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<td>PHOSPHORIC ACID, BROMOETHYL BROMO (2,2-DIMETHYLPROPYL) BROMOETHYL ESTER</td>
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<td>PHOSPHORIC ACID, BROMOETHYL BROMO (2,2-DIMETHYLPROPYL) CHLOROETHYL ESTER</td>
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</table>
(346) PHOSPHORIC ACID CHLOROETHYLBROMO (2,2-DIMETHYLPROPYL) CHLOROETHYL ESTER
(347) PHOSPHOROUS & COMPOUNDS
(348) PHOSTALAN
(349) PICRIC ACID (2,4,6-TRINITROPHENOL)
(350) POLYBROMINATED BIPHENYLS
(351) POTTASium ARSENITE
(352) POTASSIUM CHLORATE
(353) PROMURIT (1-(3,4-DICHLOROPHENYL)-3 TRIAZENETHIOCARBOXAMIDE)
(354) PROPANESULtONE-1,3
(355) PROPEN-2-CHLORO-1,3-DIOU DIACETATE
(356) PROPYLENE DICHLORIDE
(357) PROPYLENE OXIDE
(358) PROPYLENE IMINE
(359) PRYAZOXON
(360) SELENIUM HEXAFLUORIDE
(361) SEMICARBAZIDE HYDROCHLORIDE
(362) SODIUM ARSENITE
(363) SODIUM AZIDE
(364) SODIUM CHLORATE
(365) SODIUM CYANIDE
(366) SODIUM PICRAMATE
(367) SODIUM SELENATE
(368) STYRENE, 1,1,2,2-TETRACHLOROETHANE
(369) SULPHOTEP
(370) SULPHUR DICHLORIDE
(371) SULPHUR DIOXIDE
(372) SULPHUR TRIOXIDE
(373) SULPHURIC ACID
(374) SULPHOXIDE 3-CHLOROPROPYL OCTYL
(375) TELLURIUM
(376) TELLURIUM HEXAFLUORIDE
(377) TEPP
(378) TETRABUFOS
(379) TERABROMOSBISPHENOL-A
(380) TETRACHLORO, 2,2,5,6,2,5-CYcLOHEXADIENE-1,4-DIONE
(381) TETRACHLORODIBENZO-p-DIOXIN 2,3,7,8 (TCDD)
(382) TETRAETHYL LEAD
(383) TETRAFLUORIETHYNE
(384) TETRAMETHYLENE DISULPHOTETRAMINE
(385) TETRA METHYL LEAD
(386) TETRA NITROMETHANE
(387) THALLIUM & COMPOUNDS
(388) THIONAZIN
(389) THIONYL CHLORIDE
(390) TIRPATE
(391) TOLUENE
(392) TOLUENE 2,4-DIISOCYANATE
(393) TOLUIDINE-O
(394) TOLUENE 2,6-DIISOCYANATE
(395) TRANS-1,4-DI CHLORO-BUTENE
(396) TRI-I (-)
(397) TRIAMINO, 1,3,5,2,4,6-TRINITROBENZENE
(398) TRIBROMOPHENOL 2,4,6
(399) TRICHLORO ACETYL CHLORIDE
(400) TRICHLOROETHANE
(401) TRICHLORO NAPTHALENE
(402) TRICHLORO (CHLOROMETHYL) SILANE
(403) TRICHLORODICHLOOROPHENYLSILANE
(404) TRICHLOROETHANE 1,1,1
(405) TRICHLOROETHYL SILANE
(406) TRICHLOROETHYLENE
(407) TRICHLOROMETHANE SULPHENYL CHLORIDE
(408) TRICHLOROPHENOL 2, 2, 6
(409) TRICHLOROPHENOL 2, 4, 5
(410) TRIETHYLNITRIL
(411) TRIETHYLENE MELAMINE
(412) TRIMETHYL CHLOROSILANE
(413) TRIMETHYL PROPANE PHOSPHITE
(414) TRINITRO ANILINE
(415) TRINITRO ANISOLE 2,4,6
(416) TRINITRO BENZENE
(417) TRINITRO BENZOIC ACID
(418) TRINITROCRESOL
(419) TRINITRO PHENETOLE2,4,6
(420) TRINITRORESORCINOL 2,4,6 (STYPHNICACID)
(421) TRI ORTHOCRESYL PHOSPHATE
(422) TRIPHENYL TIN CHLORIDE
(423) TURPENTINE
(424) URANIUM & COMPOUNDS
(425) VANADIUM & COMPOUNDS
(426) VINYL CHLORIDE
(427) VINYL FLUORIDE
(428) VINYL TOLUENE
(429) VINYLEDENE CHLORIDE
(430) WARFARIN
(431) XYLENE
(432) XYLIDINE
(433) ZINC& COMPOUNDS
(434) ZIRCONIUM & COMPOUNDS
SCHEDULE 2

[See Rule 2(a)(ii), 4(1)(b) and 6(1)(c) and (d)]

Isolated storage of Installation other than those covered by Schedule 4.

a. The quantities set out below relate to each installation or group of installations belonging to the same occupier where the distance between installations is not sufficient to avoid, in foreseeable circumstances, any aggravation of major accident hazards. These quantities apply in any case to each of the installations belonging to the same occupier where the distance between the installations is less than 500 metres.

b. For the purpose of determining the quantity of a hazardous chemical at an isolated storage, account shall also be taken of any hazardous chemical which is:

(i) in that part of any pipeline under the control of the occupier having control of the site, which is within 500 metres of that site and connected to it,
(ii) at any other site under the control of the occupier having control of the site, which is 500 metres of the said site, and
(iii) in any vehicle, vessel, aircraft or hovercraft under the control of the same occupier which is used for storage purpose either at the site or within 500 metres of it, but no account shall be taken of any hazardous chemical which is in a vehicle, vessel, aircraft or hovercraft for transporting it.

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<tr>
<th>Sl. No.</th>
<th>Chemicals</th>
<th>Threshold Quantities (tonnes)</th>
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<tr>
<td>1.</td>
<td>Acrylonitrile</td>
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<td>2.</td>
<td>Ammonia</td>
<td>60</td>
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<td>3.</td>
<td>Ammonium nitrate (a)</td>
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<td>4.</td>
<td>Ammonium nitrate fertilizers (b)</td>
<td>1,250</td>
</tr>
<tr>
<td>5.</td>
<td>Chlorine</td>
<td>10</td>
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<tr>
<td>6.</td>
<td>Flammable gases as defined in Schedule 1, paragraph (b) (i)</td>
<td>50</td>
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<tr>
<td>7.</td>
<td>Highly flammable liquids as defined in Schedule 1, paragraph (b)(ii)</td>
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<tr>
<td>Sl. No.</td>
<td>Chemicals</td>
<td>Threshold Quantities (tonnes)</td>
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<tr>
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<tr>
<td></td>
<td></td>
<td>For application of Rules 4,5,7 &amp; 8</td>
</tr>
<tr>
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<td>6.</td>
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<tr>
<td>7.</td>
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</tr>
<tr>
<td>8.</td>
<td>Liquid oxygen</td>
<td>200</td>
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<td>9.</td>
<td>Sodium chlorate</td>
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<td>10.</td>
<td>Sulphur dioxide</td>
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<td>Sulphur trioxide</td>
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<tr>
<td>12.</td>
<td>Carbonyl chloride</td>
<td>0.750</td>
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<tr>
<td>13.</td>
<td>Hydrogen sulphide</td>
<td>5</td>
</tr>
<tr>
<td>14.</td>
<td>Hydrogen fluoride</td>
<td>5</td>
</tr>
<tr>
<td>15.</td>
<td>Hydrogen cyanide</td>
<td>5</td>
</tr>
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<td>16.</td>
<td>Carbon disulphide</td>
<td>20</td>
</tr>
<tr>
<td>17.</td>
<td>Bromine</td>
<td>50</td>
</tr>
<tr>
<td>18.</td>
<td>Ethylene Oxide</td>
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<tr>
<td>19.</td>
<td>Propylene Oxide</td>
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<tr>
<td>20.</td>
<td>2-Propenal (Acrolein)</td>
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<tr>
<td>21.</td>
<td>Bromomethane (Methyl bromide)</td>
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</tr>
<tr>
<td>22.</td>
<td>Methyl Isocyanate</td>
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<tr>
<td>23.</td>
<td>Tetraethyl lead or tetramethyl lead</td>
<td>5</td>
</tr>
<tr>
<td>24.</td>
<td>1,2 Dibromoethane (Ethylene dibromide)</td>
<td>5</td>
</tr>
<tr>
<td>25.</td>
<td>Hydrogen chloride (Liquified gas)</td>
<td>25</td>
</tr>
<tr>
<td>26.</td>
<td>1,2 Diphynel methane di-isocyanate (MDI)</td>
<td>20</td>
</tr>
<tr>
<td>27.</td>
<td>Tolune di-isocyanate (TDI)</td>
<td>10</td>
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</tbody>
</table>

Foot notes:
(a) This applies to ammonium nitrate and mixtures of ammonium nitrate where the nitrogen content derived from the ammonium nitrate is greater than 28 per cent by weight and to aqueous solutions of ammonium nitrate where the concentration of ammonium nitrate is greater than 90 percent by weight.

(b) This applies to straight ammonium nitrate fertilizers and to compound fertilizers where the nitrogen content derived from the ammonium nitrate is greater than 28 percent by weight (a compound fertilizer contains ammonium nitrate together with phosphate and / or potash).
SCHEDULE 3

[See Rule 2(a)(iii), 5 and 6(1)(a)]

List of Hazardous Chemicals for Application of Rules 5 and 7 to 15

c. (a) The quantities set out below relate to each installation or group of installations belonging to the same occupier where the distance between installations is not sufficient to avoid, in foreseeable circumstances, any aggravation of major accident hazards. These quantities apply in any case to each of the installations belonging to the same occupier where the distance between the installations is less than 500 metres.

d. For the purpose of determining the quantity of a hazardous chemical at an isolated storage, account shall also be taken of any hazardous chemical which is:

i) in that part of any pipeline under the control of the occupier having control of the site, which is within 500 metres of that site and connected to it,

ii) at any other site under the control of the occupier having control of the site, which is 500 metres of the said site, and

iii) in any vehicle, vessel, aircraft or hovercraft under the control of the same occupier which is used for storage purpose either at the site or within 500 metres of it,

but no account shall be taken of any hazardous chemical which is in a vehicle, vessel, aircraft or hovercraft for transporting it.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Chemical</th>
<th>Threshold Quantity</th>
<th>CAS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Aldicarb</td>
<td>100 kg</td>
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<tr>
<td>2.</td>
<td>4-Aminodiphenyl</td>
<td>1 kg</td>
<td>92-67-1</td>
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<tr>
<td>3.</td>
<td>Amiton</td>
<td>1 kg</td>
<td>78-53-5</td>
</tr>
<tr>
<td>4.</td>
<td>Anabasine</td>
<td>100 kg</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Arsynic pentoxide, arsynic (v) acid &amp; salts</td>
<td>500 kg</td>
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</tr>
<tr>
<td>6.</td>
<td>Arsynic tryoside, arsenious (iii) acid &amp; salts</td>
<td>100 kg</td>
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</tr>
<tr>
<td>No.</td>
<td>Chemical Name</td>
<td>Quantity</td>
<td>UN Number</td>
</tr>
<tr>
<td>-----</td>
<td>---------------------------------------------------</td>
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<td>-----------</td>
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<tr>
<td>7</td>
<td>Arsine (Arsynic hydride)</td>
<td>10 kg</td>
<td>7784-42-1</td>
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<tr>
<td>8</td>
<td>Azinphos-ethyl</td>
<td>100 kg</td>
<td>2642-71-9</td>
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<td>9</td>
<td>Azinphos-methyl</td>
<td>100 kg</td>
<td>86-50-0</td>
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<tr>
<td>10</td>
<td>Benzidine</td>
<td>1 kg</td>
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<tr>
<td>11</td>
<td>Benzidine salts</td>
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<td></td>
</tr>
<tr>
<td>12</td>
<td>Beryllium (powders, compounds)</td>
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<tr>
<td>13</td>
<td>Bis (2-chloroethyl) sulphide</td>
<td>1 kg</td>
<td>55-60-2</td>
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<tr>
<td>14</td>
<td>Bis (chloromethyl) ether</td>
<td>1 kg</td>
<td>542-88-1</td>
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<tr>
<td>15</td>
<td>Carbofuran</td>
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<td>16</td>
<td>Carbophenothion</td>
<td>100 kg</td>
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<td>17</td>
<td>Chlorfenvinphos</td>
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<td>18</td>
<td>Chloroformyl, -4, morpholine</td>
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<td>Chloromethyl methyl ether</td>
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<td>Cobolt metal, oxides, carbonates, sulphides as powders</td>
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<td>21</td>
<td>Crimidine</td>
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<td>535-89-7</td>
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<tr>
<td>22</td>
<td>Cyanthoate</td>
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<td>23</td>
<td>Cyclohexamide</td>
<td>100 kg</td>
<td>66-81-9</td>
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<td>24</td>
<td>Demeton</td>
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<td>25</td>
<td>Dialifos</td>
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<tr>
<td>26</td>
<td>oo-Diethyl S-ethylsulphinyl methyl phosphorothioate</td>
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<tr>
<td>27</td>
<td>oo-Diethyl S-ethylsulphonyl methyl phosphorothioate</td>
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<tr>
<td>28</td>
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<tr>
<td>29</td>
<td>oo-Diethyl S-isopropylthioethylmethyl</td>
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<tr>
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<td>Chemical Name</td>
<td>Quantity</td>
<td>CAS Number</td>
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<td>30.</td>
<td>phosphorodithioate</td>
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<td>oo-Diethyl S-propylthiomethyl phosphorodithioate</td>
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<td>32.</td>
<td>Dimethylycarbomoyl chloride</td>
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<td>Dimethylnitrosamine</td>
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<td>Dimethyl phosphoramic acid anidic acid</td>
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<td>Diphacinone</td>
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<td>36.</td>
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<td>37.</td>
<td>EPN</td>
<td>100 kg</td>
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<td>Ethion</td>
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<td>Fluoroacetic acid, salts</td>
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<td>43.</td>
<td>Fluoroacetic acid esters</td>
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<td>44.</td>
<td>Fluoroacetic acid, amides</td>
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<td>4-Fluorobutyric acid</td>
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<td>4-Fluorobutyric acid, salts</td>
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</tr>
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<td>4-Fluorobutyric acid, esters</td>
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<td>4-Fluorocrotonic acid, amides</td>
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<td>49.</td>
<td>4-Fluorocrotonic acid</td>
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<td>51.</td>
<td>4-Fluorocrotonic acid, esters</td>
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<td>52.</td>
<td>4-Fluorocrotonic acid, amides</td>
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<tr>
<td>53.</td>
<td>4-Fluoro-2-hydroxybutyric acid,</td>
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</table>

93
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Quantity (Mass)</th>
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<tr>
<td>54.</td>
<td>4-Fluoro-2-hydroxybutyric acid, salts</td>
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<tr>
<td>55.</td>
<td>4-Fluoro-2-hydroxybutyric acid, esters</td>
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<td>4-Fluoro-2-hydroxybutyric acid, amides</td>
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<tr>
<td>57.</td>
<td>Glycolonitrile (hydroxyacetonitrile)</td>
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<td>1,2,3,7,8,9-Hexachlorodibenzo-p-dioxine</td>
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<td>Hexamethylphosphoramid</td>
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<td>Hydrogen selenide</td>
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<td>Isobenzan</td>
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<tr>
<td>62.</td>
<td>Isodrin</td>
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<td>Juglone (5-hydroxynaphthalene-1, 4-dione)</td>
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<td>Methylenebis-4,4,(2-chloroanline)</td>
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<td>Methyl isocyanate</td>
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<td>Nickel metal, oxides, carbonates, sulphide, as powders</td>
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<tr>
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<td>Oxydisulfoton</td>
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<td>Oxygen difluoride</td>
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<td>Parathion-methyl</td>
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<td>Phorate</td>
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<td>Phosacetim</td>
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<td>Phosgene (carbonyl chloride)</td>
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<td>Phosphamidon</td>
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<td>Phosphine (hydrogen phosphide)</td>
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<td>Promurit (1-(3,4-dichlorophenyl)-3 triazenethiocarboxamide)</td>
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<td>Propanesultone-1,3</td>
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<td>Propen-2-chloro-1,3-diou diacetate</td>
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<td>Pryazoxon</td>
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<td>85.</td>
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<tr>
<td>86.</td>
<td>Sodium selenite</td>
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<td>87.</td>
<td>Stibine (Antimony hydride)</td>
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<td>Sulphotop</td>
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<td>Tellurium hexafluoride</td>
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<td>TEPP</td>
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<td>92.</td>
<td>Tetrachlorodibenzo-p-dioxin 2,3,7,8 (TCDD)</td>
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<td>Tetramethylenedisulphotetramine</td>
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<tr>
<td>94.</td>
<td>Thionazin</td>
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<td>95.</td>
<td>Tirpate (2,4-Dimethyl-1,3-dithiolane-2-carboxaldehyde O-methylcarbomoyloxime)</td>
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<tr>
<td>96.</td>
<td>Trichloromethane sulphenyl chloride</td>
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<tr>
<td>97.</td>
<td>1-Tri(cyclohexyl)stannyl-IH-1,2,4-triazole</td>
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<tr>
<td></td>
<td>Chemical Description</td>
<td>Amount</td>
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<tr>
<td>98.</td>
<td>Triethylene melamine</td>
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<tr>
<td>99.</td>
<td>Warfarin</td>
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<td><strong>Group 2-Toxic Chemicals</strong></td>
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<td>100.</td>
<td>Acetone cyanohydrine (2-Cyanopropan-2-(1)</td>
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<tr>
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<td>Acrolein (2-propenal)</td>
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<tr>
<td>102.</td>
<td>Acrylonitrile</td>
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<tr>
<td>103.</td>
<td>Allyl alcohol</td>
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<td>104.</td>
<td>Allylamine</td>
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<tr>
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<td>Ammonia</td>
<td>50 t</td>
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<td>106.</td>
<td>Bromine</td>
<td>40 t</td>
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<tr>
<td>107.</td>
<td>Carbon disulphide</td>
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</tr>
<tr>
<td>108.</td>
<td>Chlorine</td>
<td>10 t</td>
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<tr>
<td>109.</td>
<td>Diphenyl methane di-isocyanate (MDI)</td>
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<td>Ethylene dibromide (1,2-Dibromoethane)</td>
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<td>111.</td>
<td>Ethyleneimine</td>
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<tr>
<td>112.</td>
<td>Formaldehyde (concentration&gt;=90%)</td>
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<td>113.</td>
<td>Hydrogen chloride (liquified gas)</td>
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<td>Hydrogen cyanide</td>
<td>5 t</td>
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<tr>
<td>115.</td>
<td>Hydrogen fluoride</td>
<td>5 t</td>
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<tr>
<td>116.</td>
<td>Hydrogen sulphide</td>
<td>5 t</td>
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<tr>
<td>117.</td>
<td>Methyl bromide (bromomethane)</td>
<td>20 t</td>
</tr>
<tr>
<td>118.</td>
<td>Nitrogen oxides</td>
<td>50 t</td>
</tr>
<tr>
<td>119.</td>
<td>Propyleneimine</td>
<td>50 t</td>
</tr>
<tr>
<td>120.</td>
<td>Sulphur dioxide</td>
<td>20 t</td>
</tr>
<tr>
<td></td>
<td>Chemical</td>
<td>Quantity (t)</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>121</td>
<td>Sulphur trioxide</td>
<td>15</td>
</tr>
<tr>
<td>122</td>
<td>Tetraethyl lead</td>
<td>5</td>
</tr>
<tr>
<td>123</td>
<td>Tetra methyl lead</td>
<td>5</td>
</tr>
<tr>
<td>124</td>
<td>Toluene 2,4-di-isocyanate(TDI)</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Group 3- Highly Reactive Chemicals</strong></td>
<td></td>
</tr>
<tr>
<td>125</td>
<td>Acetylene (ethylene)</td>
<td>5</td>
</tr>
<tr>
<td>126</td>
<td>a. Ammonium nitrate(1)</td>
<td>350</td>
</tr>
<tr>
<td></td>
<td>b. Ammonium nitrate in the form of fertilizers(2)</td>
<td>1250</td>
</tr>
<tr>
<td>127</td>
<td>2, 2-bis (tert– butyl-peroxy) butane (concentration&gt;=70%)</td>
<td>5</td>
</tr>
<tr>
<td>128</td>
<td>1, 1 – bis (tert– butylperoxy) cyclohexane (concentration&gt;=70%)</td>
<td>5</td>
</tr>
<tr>
<td>129</td>
<td>Tert Butyl peroxyacetate (concentration&gt;=70%)</td>
<td>5</td>
</tr>
<tr>
<td>130</td>
<td>Tert Butyl peroxyisobutyrate (concentration&gt;=80%)</td>
<td>5</td>
</tr>
<tr>
<td>131</td>
<td>Tert Butyl peroxyisopropyl carbonate (concentration&gt;=80%)</td>
<td>5</td>
</tr>
<tr>
<td>132</td>
<td>Tert Butyl peroxymaleate (concentration&gt;=80%)</td>
<td>5</td>
</tr>
<tr>
<td>133</td>
<td>Tert Butyl peryxiyvalate (concentration&gt;=77%)</td>
<td>50</td>
</tr>
<tr>
<td>134</td>
<td>Dibenzyl peroxydicarbonate (concentration&gt;=90%)</td>
<td>5</td>
</tr>
<tr>
<td>135</td>
<td>Di-sec-butyl peroxydicarbonate (concentration&gt;=80%)</td>
<td>5</td>
</tr>
<tr>
<td>136</td>
<td>Diethyl peroxydicarbonate (concentration&gt;=30%)</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Quantity</td>
</tr>
<tr>
<td>---</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>137</td>
<td>Dihydroperoxypropane, -2, 2 (concentration&gt;=30%)</td>
<td>5 t</td>
</tr>
<tr>
<td>138</td>
<td>Di-isobutyl peroxide (concentration&gt;=50%)</td>
<td>50 t</td>
</tr>
<tr>
<td>139</td>
<td>Di-n- propyl peroxydicarbonate (concentration&gt;=80%)</td>
<td>5 t</td>
</tr>
<tr>
<td>140</td>
<td>Ethylene oxide</td>
<td>5 t</td>
</tr>
<tr>
<td>141</td>
<td>Ethyl nitrate</td>
<td>50 t</td>
</tr>
<tr>
<td>142</td>
<td>3,3,6,9,9-Hexamethyl, -1,2,4,5 – tetroxacyclomonane (concentration&gt;=75%)</td>
<td>50 t</td>
</tr>
<tr>
<td>143</td>
<td>Hydrogen</td>
<td>2 t</td>
</tr>
<tr>
<td>144</td>
<td>Liquid oxygen</td>
<td>200 t</td>
</tr>
<tr>
<td>145</td>
<td>Methyl ethyl ketone peroxide (concentration&gt;=60%)</td>
<td>5 t</td>
</tr>
<tr>
<td>146</td>
<td>Methyl isobutyl ketone peroxide (concentration&gt;=60%)</td>
<td>50 t</td>
</tr>
<tr>
<td>147</td>
<td>Peracetic acid</td>
<td>50 t</td>
</tr>
<tr>
<td>148</td>
<td>Propylene oxide</td>
<td>5 t</td>
</tr>
<tr>
<td>149</td>
<td>Sodium chlorate</td>
<td>25 t</td>
</tr>
</tbody>
</table>

**Group 4 – Explosive Chemicals**

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Quantity</th>
<th>Group Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>150</td>
<td>Barium azide</td>
<td>50 t</td>
<td>18810-58-7</td>
</tr>
<tr>
<td>151</td>
<td>Bis (2, 4, 6 –trinitrophenyl) amine</td>
<td>50 t</td>
<td>131-73-7</td>
</tr>
<tr>
<td>152</td>
<td>Chlorotrunitrobenzene</td>
<td>50 t</td>
<td>28260-61-9</td>
</tr>
<tr>
<td>153</td>
<td>Cellulose nitrate (containing &gt; 12.6% nitrogen)</td>
<td>50 t</td>
<td>9004-70-0</td>
</tr>
<tr>
<td>154</td>
<td>Cyclotetramethyleneetenitramine</td>
<td>50 t</td>
<td>2691-41-0</td>
</tr>
<tr>
<td>155</td>
<td>Cyclotrimethylenetrinitroamine</td>
<td>50 t</td>
<td>121-82-4</td>
</tr>
<tr>
<td>156</td>
<td>Diazodintrophenol</td>
<td>10 t</td>
<td>7008-81-3</td>
</tr>
<tr>
<td></td>
<td>Substance</td>
<td>Quantity</td>
<td>Class</td>
</tr>
<tr>
<td>---</td>
<td>------------------------------------------------</td>
<td>----------</td>
<td>-------</td>
</tr>
<tr>
<td>157</td>
<td>Diethylene glycol dinitrate</td>
<td>10 t</td>
<td></td>
</tr>
<tr>
<td>158</td>
<td>Dinitrophenol, salts</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>159</td>
<td>Ethylene glycol dinitrate</td>
<td>10 t</td>
<td></td>
</tr>
<tr>
<td>160</td>
<td>1-Guanyl, -4-nitrosaminoguanyl-tetrazene</td>
<td>10 t</td>
<td></td>
</tr>
<tr>
<td>161</td>
<td>2,2',4,4',6,6'-Hexanitrostilbene</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>162</td>
<td>Hydrizine nitrate</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>163</td>
<td>Lead azide</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>164</td>
<td>Lead styphnate (Lead 2, 4, 6-trinitroresorcinoxide)</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>165</td>
<td>Mercury fulminate</td>
<td>10 t</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>166</td>
<td>N-methyl-N-2,4,6-tetraimidoaniline</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>167</td>
<td>Nitroglycerine</td>
<td>10 t</td>
<td>10 t</td>
</tr>
<tr>
<td>168</td>
<td>Pentaerythritol tetranitrate</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>169</td>
<td>Picric acid (2,4,6-trinitrophenol)</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>170</td>
<td>Sodium picramate</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>171</td>
<td>Styphnic acid (2,4,6-Trinitroresorcinol)</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>172</td>
<td>1,3,5-Triamino-2,4,6-trinitrobenzene</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>173</td>
<td>Trinitro aniline</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>174</td>
<td>2,4,6-Trinitro anisole</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>175</td>
<td>Trinitro benzene</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>176</td>
<td>Trinitro benzoic acid</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>177</td>
<td>Trinitrocresol</td>
<td>50 t</td>
<td></td>
</tr>
<tr>
<td>178</td>
<td>2,4,6-Trinitro phenetole</td>
<td>50 t</td>
<td></td>
</tr>
</tbody>
</table>
### PART – II CLASSES OF CHEMICALS NOT SPECIFICALLY NAMED IN PART-I

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Chemical</th>
<th>Threshold Quantity</th>
<th>CAS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>For application of Rules 5,7,8,13</td>
<td>For application of Rules 10 to 12</td>
</tr>
<tr>
<td>1.</td>
<td>Flammable Gases: Chemicals which in gaseous state at normal pressure and mixed with air become flammable and the boiling point of which at normal pressure is 20 degree C or below;</td>
<td>15 t</td>
<td>200 t</td>
</tr>
<tr>
<td>2.</td>
<td>Highly flammable liquids: Chemicals which have a flash point lower than 23 degree C and the boiling point of which at normal pressure is above 20 degree C;</td>
<td>1000 t</td>
<td>50000 t</td>
</tr>
<tr>
<td>3.</td>
<td>Flammable liquids: Chemicals which a flash point lower than 65 degree C and which remain liquid under pressure, where particular processing conditions, such as high pressure and high temperature, may create major accident hazards.</td>
<td>25 t</td>
<td>200 t</td>
</tr>
</tbody>
</table>

**Footnotes:**

1) This applies to ammonium nitrate and mixtures of ammonium nitrate where the nitrogen content derived from the ammonium nitrate is greater than 28% by weight and aqueous solutions of ammonium nitrate where the concentration of ammonium nitrate is greater than 90% by weight.

2) This applies to straight ammonium nitrate fertilizers and to compound fertilizers where the nitrogen content derived from the ammonium nitrate is greater than 28% by weight (a compound fertilizer contains ammonium nitrate together with phosphate and/or potash)
SCHEDULE 4

[See Rule 2(b)(1)]

1. Factories involved in the production, processing or treatment of organic or inorganic chemicals using for this purpose, among others:

   (a) alkylation
   (b) amination by amonolysis
   (c) carbonylation
   (d) condensation
   (e) dehydrogenation
   (f) esterification
   (g) halogenation & manufacture of halogens
   (h) hydrogenation
   (i) hydrolysis
   (j) oxidation
   (k) polymerization
   (l) sulphonation
   (m) desulphurization, manufacture and transformation of sulphur-containing compounds
   (n) nitration and manufacture of nitrogen-containing compounds
   (o) manufacture of phosphorous-containing compounds
   (p) formulation of pesticides and of pharmaceutical products
   (q) distillation
   (r) extraction
   (s) solvation
   (t) mixing

2. Factories involved in distillation, refining or other processing of petroleum or petroleum products.

3. Factories involved in the total or partial disposal of solid or liquid chemicals by incineration or chemical decomposition.

4. Factories involved in the production, processing or treatment of energy gases, for example, LPG, LNG, SNG.

5. Factories involved in the dry distillation of coal or ignite.

6. Factories involved in the production of metals or non-metals by a wet process or by means of electrical energy.
## SCHEDULE 5

Format of a Material Safety Data Sheet

[See Rule 3(2) and (3)]

### 1. IDENTITY OF MATERIAL

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Chemical Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade name</td>
<td>Synonyms</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Formula</th>
<th>Label: Category class</th>
<th>CAS Number</th>
<th>UN Number</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Regulated Identification</th>
<th>Shipping Name Codes/ Label</th>
<th>HAZCHEM Code:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hazardous Waste Identification Number</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hazardous Ingredients</th>
<th>CAS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td></td>
</tr>
<tr>
<td>(4)</td>
<td></td>
</tr>
</tbody>
</table>
2. PHYSICAL AND CHEMICAL PROPERTIES

<table>
<thead>
<tr>
<th>Physical state: (Gas, Liquid, Solid)</th>
<th>Boiling Point in degree C</th>
<th>Vapour Pressure at 35 degree C .......... mm Hg.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appearance</td>
<td>Melting/ Freezing Point in degree C</td>
<td>Evaporation rate at 30 degree C</td>
</tr>
<tr>
<td>Odour</td>
<td>Vapour Density (air=1)</td>
<td>Solubility in water at 30 degree C.</td>
</tr>
<tr>
<td>Others (Corrosivity, etc.)</td>
<td>Specific Gravity</td>
<td>pH</td>
</tr>
</tbody>
</table>

3. FIRE AND EXPLOSIVE HAZARDS DATA

<table>
<thead>
<tr>
<th>Explosion / Flammability</th>
<th>Flash Point (deg.) C</th>
<th>LEL %</th>
<th>Auto ignition Temperature degree C</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Flash Point (deg.) C</td>
<td>ULEL %</td>
<td>TDG Flammability (Classification)</td>
</tr>
</tbody>
</table>

4. REACTIVE HAZARDS

<table>
<thead>
<tr>
<th>Stability To</th>
<th>Impact</th>
<th>(Hazardous Combustion Products)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Static Discharge</td>
<td>(Hazardous Decomposition Products)</td>
</tr>
<tr>
<td></td>
<td>Reactivity</td>
<td>(conditions to avoid)</td>
</tr>
<tr>
<td>Hazardous Polymerisation</td>
<td>May/May not accr</td>
<td>(conditions to avoid)</td>
</tr>
<tr>
<td>Incompatibility</td>
<td>Materials to avoid</td>
<td></td>
</tr>
</tbody>
</table>
## 5. HEALTH HAZARD DATA

<table>
<thead>
<tr>
<th>Routes of Entry:</th>
<th>Inhalation, skin, membranes and eye contact and ingestion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effects of Exposure/ Symptoms:</td>
<td></td>
</tr>
<tr>
<td>LD50 (in rat) (Orally or percutaneous absorption)</td>
<td>LC50 (in rat) (mg/l) / 4 hours</td>
</tr>
<tr>
<td>Mg/kg body weight</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Permissible Exposure ppm mg/cu.m Limit</th>
<th>Short Term ppm mg/cu.m Exposure Limit (STEL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Threshold Limit ppm/mg.m Value (TLV) of ACGIH</td>
<td>Odour ppm mg/cu.m Threshold</td>
</tr>
</tbody>
</table>

### Emergency Treatment:

### 6. HAZARD SPECIFICATION

<table>
<thead>
<tr>
<th>NFPA Hazard Signal</th>
<th>Health</th>
<th>Flammability</th>
<th>Stability</th>
<th>Special</th>
</tr>
</thead>
<tbody>
<tr>
<td>Combustible Liquid</td>
<td>Water Reaction Material</td>
<td>Irritant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flammable material</td>
<td>Oxidizer</td>
<td>Sensitizer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pyrophoric material</td>
<td>Organic peroxide</td>
<td>Carcinogen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Explosive material</td>
<td>Corrosive Material</td>
<td>Mutagen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unstable material</td>
<td>Compressed Gas</td>
<td>Others (Specify)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 7. SAFE USAGE DATA

<table>
<thead>
<tr>
<th>Ventilation</th>
<th>General/ Mechanical</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Local Exhaust</td>
<td></td>
</tr>
<tr>
<td>Protective equipment required</td>
<td>Eyes (Specify)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Respiratory (Specify)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Gloves (Specify)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clothing (Specify)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Others (Specify)</td>
<td></td>
</tr>
<tr>
<td>Precautions</td>
<td>Handling &amp; Storage (Specify)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Others (Specify)</td>
<td></td>
</tr>
</tbody>
</table>

### 8. EMERGENCY RESPONSE DATA

<table>
<thead>
<tr>
<th>Fire</th>
<th>Fire Extinguishing Media</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Special Procedure</td>
</tr>
<tr>
<td></td>
<td>Unusual Hazards</td>
</tr>
<tr>
<td>Exposure (inhalation, skin and eye</td>
<td></td>
</tr>
<tr>
<td>contact, ingestion</td>
<td>Fire Aid Measures</td>
</tr>
<tr>
<td>Spills</td>
<td>Steps to be taken</td>
</tr>
<tr>
<td></td>
<td>Waste Disposal Method</td>
</tr>
</tbody>
</table>

### 9. ADDITIONAL INFORMATION

### 10. SOURCES USED

Reference to books, journals, etc.
### 11. MANUFACTURER/ SUPPLIER DATA

<table>
<thead>
<tr>
<th>Firm’s Name</th>
<th>Standard Packing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address</td>
<td></td>
</tr>
<tr>
<td>Telephone Number</td>
<td></td>
</tr>
<tr>
<td>Telex Number</td>
<td>Other</td>
</tr>
<tr>
<td>Telegraphic Address</td>
<td>Other</td>
</tr>
<tr>
<td>Contact Person in Emergency</td>
<td>Emergency Tel. In Transit Area</td>
</tr>
</tbody>
</table>

#### Acronyms and Glossary of terms:

- **CAS**: Chemical Abstract Service Registration Number
- **UN Number**: United Nations Number
- **HAZCHEM Code**: Emergency Action Code (EAC), allocated by the Joint Committee of Fire Brigade Operations, UK.
- **NEPA**: National Fire Protection Association, USA.
- **LD50 and LC50**: represent the dose in mg/kg of body weight and the concentration in mg/l for 4 hours having lethal effect on 50% of the animals (rats) treated
- **PEL**: Permissible Exposure Limit as laid down in the statutes or by the ACGIH.
- **TLV**: Threshold Limit Value as laid down by the American Conference of Governmental Industrial Hygienists, (ACGIH), USA.
- **STEL**: Short Term Exposure Limit as laid down in the statutes or by ACGIH.

#### GUIDELINES:

All efforts should be made to fill in all the columns. No column should be left blank. In case certain information is not applicable or available, N/App. or N/Av. Sign may be used.
SCHEDULE 6

[See Rule 5 (1)]

Information to be furnished regarding Notification of a Major Accident

Report number ............

of the particular accident

1. General data.

   (c) Name of the site

   (d) Name and address of the occupier
       (Also state the telephone/ telex number)

   (e) (i) Registration number

       (ii) Licence Number

       (As may have been allotted under any
        Statute applicable to the site, e.g. the Factories Act)

   (f) (i) Nature of industrial activity
        (Mention what is actually manufactured, stored, etc.)

        (ii) National Industrial Classification, 1987 at the four digit level

   2. Type of major accident Explosion

<table>
<thead>
<tr>
<th>Explosion</th>
<th>Fire</th>
<th>Name of the Hazardous chemical</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. Description of the major accident
(a) Date, shift and hour of the accident

(b) Department / Section and exact place where the accident took place

(c) The process/ operation under taken in the department/ section where the accident took place. (Attach a flow chart, if necessary)

(d) The circumstances of the accident and the hazardous chemical involved.

4. Emergency measures taken and measures envisaged to be taken to alleviate short term effects of the accident.

5. Causes of the major accident known (to be specified)

Not known

Information will be supplied as Soon as possible

6. Nature and extent of damage

(a) Within the establishment- Casualities

......................... Killed

......................... Injured

......................... Poisoned

- Persons exposed to the major accident
- Material damage
- The danger is still present
- Danger no longer exists

(b) Outside the establishment

- Casualties
  - ......................... Killed
  - ......................... Injured
  - ......................... Poisoned

- Persons exposed to the major accident

- Damage to environment
- The danger is still present
- Danger no longer exists

7. Data available for assessing the effects of the accident on persons and environment

8. Steps already taken or envisaged

  (g) to alleviate medium or long term effects of the accidents
  (h) to prevent recurrence of similar major accidents
  (i) any other relevant information.
SCHEDULE 7

[See Rule 7 (1)]

Information to be furnished for the Notification of Activities/ Sites

1. The name and address of the occupier making the notification.

2. The full postal address of the site where the notifiable industrial activity will be carried on.

3. The area of the site covered by the notification and of any adjacent site which is required to be taken into account by virtue of Schedule 2(b) and Schedule 3(b).

4. The data on which it is anticipated that the notifiable industrial activity will commence or if it has already commenced a statement to that effect.

5. The name and maximum quantity liable to be on the site of each hazardous chemical for which notification is being made.

6. Organisation structure, namely, organization diagram for the proposed industrial activity and set up for ensuring safety and health.

7. Information relating to the potential for major accidents, namely –
   (a) Identification of major accident hazards;
   (b) The conditions or events which could be significant in bringing one about;
   (c) brief description of the measures taken.

8. Information relating to the site namely –
   (a) a map of the site and its surrounding area to a scale large enough to show any features that may be significant in the assessment of the hazard of risk associated with the site;
      (i) Area likely to be affected by the major accident,
      (ii) Population distribution in the vicinity.
   (b) A scale plan of the site showing the location and quantity of all significant inventories of the hazardous chemicals;
   (c) A description of the processes or storages involving the hazardous chemicals, the maximum amount of such a hazardous chemical in the given process or storage and an indication of the conditions under which it is normally held;
   (d) The maximum number of persons likely to be present on site.

9. The arrangement for training of workers and equipment necessary to ensure safety of such workers.
SCHEDULE 8

[See Rule 10 (1)]

Information to be furnished in a Safety Report

1. The name and address of the person furnishing the information.

2. Description of the industrial activity, namely –
   (a) site,
   (b) construction design,
   (c) protection zones (explosion protection, separation distances),
   (d) accessibility of plant,
   (e) Maximum number of persons working on the site and particularly of those persons exposed to the hazard.

3. Description of the processes, namely –
   (a) technical purpose of the industrial activity,
   (b) basic principles of the technological process,
   (c) process and safety-related data for the individual process stages,
   (d) process description,
   (e) Safety-related types of utilities.

4. Description of the hazardous chemicals, namely –

   (a) chemicals (quantities, substance data on physical and chemical properties, safety related data on explosive limits, flash point, thermal stability, toxicological data and threshold limit values, lethal concentrations)

   (b) the form in which the chemicals may occur or into which they may be transformed in the event of abnormal conditions,

   (c) The degree of purity of the hazardous chemical.

5. Information on the Preliminary Hazard Analysis, namely –
   (a) type of accident,
   (b) System elements or events that can lead to a major accident.
   (c) Hazards,
   (d) safety-relevant components

6. Description of safety-relevant units, among others;
   (a) special design criteria,
   (b) controls and alarms,
   (c) special relief systems,
   (d) quick-acting valves,
(e) collecting tanks/ dump tanks,
(f) sprinkler systems,
(g) Fire protection.

7. Information on the hazard assessment, namely –
   (a) identification of hazards,
   (b) the causes of major accidents,
   (c) assessment of hazards according to their occurrence frequency,
   (d) assessment of accident consequences,
   (e) safety systems,
   (f) Known accident history.

8. Description of information on organizational systems used to carry on industrial activity safely, namely –
   (a) maintenance and inspection schedules,
   (b) guidelines for the training of personnel,
   (c) Allocation and delegation of responsibility for plant safety, implement of safety procedures.

9. Information on assessment of the consequences of major accidents, namely –
   (a) assessment of the possible release of hazardous chemicals or of energy,
   (b) possible dispersion of released chemicals;
   (c) assessment of the effects of the releases (size of the affected area, health effects, property damage)

10. Information on the mitigation of major accidents, namely –
    (a) fire brigade;
    (b) alarm systems;
    (c) emergency plan containing system of organization used to fight the emergency, the alarm and the communications routes, guidelines for fighting the emergency, examples of possible accident sequences,
    (d) coordination with the District Collector or the District Emergency Authority and its off-site emergency plan,
    (e) notification of the nature
Schedule 8A

[See Rule 13(1)]

Details to be furnished in the On-site Emergency Plan

1. Name and address of the person furnishing the information.
2. Key personnel of the organization and responsibilities assigned to them in case of an emergency.
3. Outside organization if involved in assisting during on-site emergency.
   (a) Type of accidents
   (b) Responsibility assigned.
4. Details of liaison arrangement between the organizations.
5. Information on the preliminary hazard analysis
   (a) Type of accidents
   (b) System elements or events that can lead to a major accident
   (c) Hazards
   (d) Safety relevant components
6. Details about the site
   (a) Location of dangerous substances
   (b) Seat of key personnel
   (c) Emergency control room
7. Description of hazardous chemicals at plant site.
   (a) Chemicals (Quantities and toxicologies data)
   (b) Transformation if any which could occur
   (c) Purity of hazardous chemicals
8. Likely dangers to the plant
9. Enumerate effects of:
   (i) stress and strain caused during normal operation;
   (ii) fire and explosion inside the plant and effect if any, or fire and explosion outside.
10. Details regarding
   (i) Warning, alarm & safety and security systems;
   (ii) Alarm and hazard control plans in line with disaster control and hazard control planning, ensuring the necessary technical and organizational precautions;
   (iii) Reliable measuring instruments, control units and servicing of such equipments;
(iv) Precautions in designing of the foundation and load bearing parts of the building;
(v) Continuous surveillance of operations;
(vi) Maintenance and repair work according to the generally recognized rules of good engineering practices;
11. Details of communication facilities available during emergency and those required for an off-site emergency.
12. Details of fire fighting and other facilities available and those required for an off-site emergency.
13. Details of first aid and hospital services available and its adequacy.
Schedule 9

[See Rule 19(1) & (2)]

PART I MODEL RULES TO BE REPEALED

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<td>82 C</td>
<td>Collection, development and dissemination of information</td>
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<td>82 E</td>
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<tr>
<td>1.</td>
<td>82 H</td>
<td>Disclosure of information to the Chief Inspector.</td>
<td>The modified sub rule (1) will read as “the occupier of every factory carrying on ‘hazardous process’ shall furnish, in writing, to the Chief Inspector, a copy of all the information furnished to the workers”.</td>
</tr>
<tr>
<td>2.</td>
<td>82 K</td>
<td>Information on Industrial Wastes</td>
<td>The modified sub rule (1) will read as “the information furnished under Rule 82 D and 82 H 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, chemicals and biological treatment of liquid wastes and arrangements for their final disposal”.</td>
</tr>
<tr>
<td></td>
<td>82 L</td>
<td>Review of the information furnished to workers, etc.</td>
<td>The modified sub rule (1) will read as “the occupier shall review once in every calendar year and modify, if necessary, the information furnished under Rule 82 D and 82 H to the workers and the Chief Inspector”.</td>
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</table>
| 4. | 82 M | Confidentiality of information | The modified sub rule (1) will read as “the occupier of a factory carrying on ‘hazardous process’ shall disclose all information needed for protecting safety and health of the workers to –

(a) his workers; and

(b) Chief Inspector as required under Rules 82 D and 82 H. If the occupier is of the opinion that the disclosure of the details regarding the process and details regarding the process and formulations will adversely affect his business interests, he may make representation to the Chief Inspector stating the reasons for withholding such information. The Chief Inspector shall give an opportunity to the occupier of being heard and pass an order to the representation. An occupier aggrieved by an order of Chief Inspector may prefer a 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”.

**Foot note:**

After deleting the Model rules 82 E, 82 F, 82 G, 82 J and 82 I the remaining Model Rules may be renumbered suitably.
Guidelines for Post Graduate Certificate Course in Industrial Health for 3 months duration –

Associate Fellow of Industria Health (AFIH)

DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR INSTITUTES
GOVERNMENT OF INDIA, MINISTRY OF LABOUR & EMPLOYMENT
CENTRAL LABOUR INSTITUTE BUILDING, SION
MUMBAI 400 022

* * *

2020
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1. **ORGANISATIONAL SET-UP FOR CONDUCTING 3 MONTHS POST-GRADUATE CERTIFICATE COURSE IN INDUSTRIAL HEALTH (AFIH)**

The course shall be controlled by the Directorate General Factory Advice Service & Labour Institutes, Government of India, Ministry of Labour, at the All India level and shall be assisted by the Advisory Bodies to be known as ‘AFIH Academic Council’.

1.1 ACADEMIC COUNCIL

1.1.1. COMPOSITION

The following 15 members will constitute the Academic Council:

1. Director General
   Factory Advice Service & Labour Institutes,
   Govt. of India, Ministry of Labour, Mumbai - President

2. Dy. Director General
   (to be nominated by Director General, DGFASLI) - Chairman
   DGFASLI, Mumbai

3. Director (IM)/Deputy Director (IM)
   - Course In-charge & MemberSecretary
   DGFASLI, Mumbai

4. Director General
   Directorate General of Health Services
   Govt. of India, Ministry of Health & Family Welfare, New Delhi - Member

5. Director In-charge/Deputy Director
   Industrial Hygiene Division
   Central Labour Institute, Mumbai - Member

6. Director
   National Institute of Occupational Health
   I.C.M.R., Ahmedabad - Member

7. Director
   I.T.R.C., Lucknow - Member

8. Director of Industrial Safety & Health
   Govt. of Maharashtra, Mumbai - Member

9. C.I.F./Director of Industrial Safety & Health
from 1 State/U.T. as nominated by the President of the Council -Member

10. Representative of Confederation of Indian Industry -Member

11. Professor/Associate Professor/Reader of P.S.M./Community Medicine/Chest Diseases from a medical college as Nominated by the President -Member

12. Dean (faculty of medicine) University of Mumbai -Member

13. Head of a specialized institution related to Industrial Health such as Burn/Rehabilitation Centre etc. as nominated by the President -Member

14. Clinical expert practicing Occupational Medicine/Chest Medicine/Skin as nominated By the President -Member

15. Practising Industrial health Expert with AFIH/DIH qualification as nominated by the President -Member

1.1.2. FUNCTIONS

The council will function as an advisory body to the Director General. Nominated members shall have a term of 5 years. The council will have following functions:-

- To review and revise the syllabus, if necessary, from time to time and suggest changes in the curriculum of the course.
- To recommend the recognition of institutions/organizations desirous of running the course, after receiving the report of the committee constituted by the President/Director General, DGFASLI.
- To consider withdrawal/suspension of recognition in respect of institutions.
- To consider withdrawal of qualification/registration of the individual.
- Any other matter brought before the academic council for their advice by the President/Director General related to syllabus, recognition, withdrawal of recognition/qualification or any other technical matter.

1.1.3. MEETING

Academic Council shall meet ordinarily once in every 3 years on the date and venue as decided by the President. However, special meeting may be called by the president to discuss special agenda.
All the expenses including TA/DA etc. incurred by the members for attending the meeting are to be borne by the members themselves/their departments as the case may be. DGFASLI will not be reimbursing any part of these expenses in respect of the members.

1.2. TECHNICAL COMMITTEE FOR CONDUCTING EXAMINATION

1.2.1. COMPOSITION

A technical committee will be formed by the Chairman of AFIH Academic Council to deal with the examination of AFIH course. The Chairman of AFIH Academic Council will also be the Chairman of technical committee for conducting the examination. The technical committee shall consist of representatives from the field of Industrial Medicine, Industrial Safety, Industrial Hygiene, Staff training & productivity of DGFASLI as members.

1.2.2. FUNCTIONS

The Chairman of AFIH Academic council shall be overall in-charge for the conduct of the examination and evaluation process.

Technical committee comprising of subject experts may be constituted by chairman for arranging question papers, appointment of question paper setters, printing of question papers and sending them to the centers so that it reaches on time, to appoint examiners for theory, practicals, project works & oral/clinical etc. and to receive the examiner’s report etc., to get them tabulated by tabulator if needed and get back the details of marks and result.

The AFIH Academic Council will also be responsible for declaration of result and distribution of the certificates to successful candidates. Besides these, any and all work related to examination will also fall within the jurisdiction of the committee. The Member Secretary of the AFIH Academic Council will also act as member secretary of the technical committee for examination.

1.2.3. MEETING

The Technical committee constituted for the conduct of examination shall meet once in a year to decide the details of the examination and other business pertaining to its functions.

1.3. SECRETARIAT

Secretariat of the Council will be at AFIH Academic Council of the Central Labour Institute at Sion, Mumbai and will be managed by the Secretary. Administrative support shall be provided by the Central Labour Institute, Mumbai.

1.4. INSTITUTION LEVEL RESPONSIBILITIES
Every institution conducting the course shall nominate a Director, who shall be responsible for all the matters related to the course at the institute level. He shall be the only competent person to have any correspondence with the State Govt., Central Govt., DGFASLI and/or AFIH Academic Council.

2. REQUIREMENTS FOR RECOGNITION OF THE INSTITUTIONS TO CONDUCT THIS COURSE AND PREPARE THE CANDIDATES FOR EXAMINATION TO BE CONDUCTED BY THE TECHNICAL COMMITTEE FOR CONDUCTING EXAMINATION OF THE COURSE, DGFASLI., GOVT. OF INDIA, MINISTRY OF LABOUR.

2.1. PREMISES

Institutions/Organisations seeking such recognition must have premises of their own with all the facilities for imparting necessary training such as class rooms fully furnished, audio-visual aids, etc. Sufficient space for imparting practical trainings as per the curriculum.

2.2. REGISTRATION

Institutions/organisations seeking such recognition must be a registered body under the relevant law.

2.3. EQUIPMENTS FOR PRACTICAL TRAINING

Institutions/organizations must have the facilities either of their own/or arranged for imparting practical trainings on orthorators, audiometry, lung function tests, ILO Radiographs, ECG., personal environmental sampling, dust counting, measurement of noise and illumination, assessment of heat stress and laboratories of pathological and bio-chemical analysis of blood, urine, stool etc.

2.4. FACULTIES

Institutions/organizations must have faculties to impart the teaching of special topics competently. Normally, a faculty should be an MBBS with Post-graduate qualification in the respective branch of the medical science having sufficient experience in occupational health.

Or

A medical officer with minimum 10 years experience in the practice of occupational health after MBBS qualification in a large industry.

Or

A Teacher/Faculty in a medical institution imparting such training.

Or
An officer of the Industrial Medicine Division of Central Labour Institute, DGFASLI.

Or

A Medical Inspector of Factories.

Faculties for non-medical topics should be the holder of Masters Degree in the respective field with minimum 2 years of experience in the field, or a Bachelors Degree in Engineering with minimum experience of 2 years in the respective area.

2.5. FACULTIES FOR CLINICAL & SPECIALISED TRAINING

Institutions/organizations must have arrangements with the hospitals and large occupational health centers dealing with industrial workers/medical college hospitals/district hospitals etc. for imparting the clinical training to the candidates in the area of occupational health disorders/occupational diseases.

2.6. VISITS

Institutions/organizations must have arrangements for minimum 3 factory visits and minimum 2 institutions of specialized nature dealing with occupational health.

2.7. LIBRARY

Institutions/organizations must have a reasonably good library with books and journals in the area of occupational health.

3. PROCEDURE OF RECOGNITION

3.1. APPLICATION

Application for recognition should be made to the Academic Council of AFIH enclosing the documentary evidence of fulfilling all the requirements. On receipt of applications, the committee constituted by Chairman/Director General, Academic Council of AFIH, may inspect the institution.

3.2. INSPECTION BEFORE RECOGNITION

Committee constituted by Chairman/Director General, Academic Council of AFIH may inspect the institutions to satisfy regarding the availability of facilities as per the norms before recommending the application to the Chairman/Director General. All the expenses of such inspection including TA/DA etc. of the inspecting team will be borne by DGFASLI.

3.3. PERIOD OF RECOGNITION
Recognition shall be granted for period varying between 2 to 5 years. After evaluating the performance by the expert body of the academic council, the recognition period may be extended further or withdrawn as the case may be.

3.4. NUMBER OF COURSES AND PARTICIPANTS

Institutions recognized to run the course will be intimated regarding the number of courses to be conducted by them in a year along with the period and number of candidates to be admitted by them in each course. Recognition granted to an institution for conducting this course may be suspended or withdrawn by the Chairman/Director General, on the recommendation of the AFIH Academic Council.

4. COURSE DETAILS

4.1. NAME

The course will be called “POST GRADUATE CERTIFICATE COURSE IN INDUSTRIAL HEALTH – ASSOCIATE FELLOW OF INDUSTRIAL HEALTH”. In short, it may be written as A.F.I.H.

4.2. DURATION

The course shall be a full time regular course and shall be of three months duration.

4.3. OBJECTIVE

The objectives of the course is to enable the doctors –

- to identify and manage the occupational health disorders / occupational diseases encountered in various industries in the country and to manage the industrial injuries caused by chemical intoxication, in general and in hazardous process industry in particular.
- to suggest preventive and control measures of such occupational health problems.
- to advise, supervise and participate in the national occupational health programmes for the health protection of industrial workers, improving national productivity and national prosperity.

4.4. ELIGIBILITY FOR ADMISSION

4.4.1. Candidates seeking admission must possess MBBS qualification with complete registration of Medical Council of India.

4.4.2. Minimum of 1 year experience in industry or relevant field of occupational health or 2 years experience otherwise, after completion of compulsory internship.
4.5. SYLLABUS

4.5.1. THEORY

Introduction to occupational health, history and development of occupational health, status of occupational health globally and in India, Public Health and Social Welfare, Strategy for health protection of workers in India, role of Governments, Employers, Trade Unions and Employees in health protection of workers, General health policy of India including administration of health care delivery system in India, Safety movement and role of occupational health in total safety of industrial workers.

General sanitation, purification of water, drinking water supply, waste disposal in general.

Principles and relevance of toxicology, toxicology related to different system/organs, epidemiology – purpose, planning, determinants of diseases, methods, descriptive studies, analytical studies, case control and cohort studies, experimental studies, incidence rate, prevalence rate, mortality rate, morbidity rate, sampling, sample size, sampling methods, data analysis, standardization, preparation of reports, validity testing – standard deviation, t-tests, significance testing, Chi$^2$ testing, correlation, research methodology and planning for research in occupational health.

Occupational health disorders and occupational diseases – mode of causation, acute versus chronic, relationship between health and work, history and trend of occupational diseases, status of occupational diseases in India, occupational notifiable diseases as per the Factories Act, ESI Act, Mines Act and Port & Dock Workers health, safety & welfare regulation, occupational diseases listed in Workmen Compensation Act and Rules. Details of all such diseases including causation metabolism, pathogenesis, clinical features, investigations, differential diagnosis, diagnosis management, first-aid, prevention and control of such diseases. Occupational health disorders in hazardous processes.

Occupational lung diseases – occupational asthma, extrinsic allergic alveolites and other special diseases such as silicosis, asbestosis, byssinosis and coal miners pneumoconiosis. Occupational skin diseases, occupational eye injuries, diseases due to physical environment – extremes of temperature, pressure, heat, noise, vibration and radiation.

Introduction & basics of ergonomics, back-ache, repetitive strain injuries, cumulative trauma disorders, stress performance, application of ergonomics in occupational health, anthropometry, principles of work station designing.

Diagnosis of occupational diseases – special investigations, biological monitoring, tests for mutagenacity, carcinogenicity, principles of behavioural toxicology.
Industrial Hygiene – Introduction to industrial hygiene, concept of TLV, airborne contaminants, organizing industrial hygiene service and industrial ventilation.

Industrial Safety – Accident prevention, safety committee, personal protective equipments, industrial illumination & colour, accident investigation & reporting.

Industrial Psychology – Introduction to industrial psychology, occupational stress & its management, shift work, occupational health disorders of psychological origin, well being programme.

Work Physiology, heat stress; techniques of training, identification of training needs, designing & conducting training programmes, communication & barriers of communication, effective communication; occupational health in relation to productivity – concept of productivity, inventory control & techniques, principles of kaizen.


Occupational Health Service at work place – organization, function & management, prevention & control of occupational diseases – medical surveillance, pre-employment medical examination, pre-placement medical examination, periodic medical examination, pre-retirement medical examination, special medical examination, maintenance of health registers and records. Occupational health programmes – hearing conservation, vision conservation programme, industrial nutrition, first-aid service, ambulance service, medical emergency response planning for MAHC & use of computers in occupational health.

Recent advances in occupational medicine & relation/impact of diabetes, T.B., I.H.D., HIV. Women at work, national & international organizations in the field of occupational health, occupational health management, industrial nutrition, canteens.

4.5.2. PRACTICALS

Lung function tests, Audiometry, Vision testing (Orthorator), E.C.G., Biochemical & pathological investigations, routine & special, I.L.O. radiographs, dust counting, use of personal sampler & measurement of noise, heat illumination and ventilation, anthropometry.

4.5.3. CLINICAL TRAINING IN HOSPITALS/PUBLIC HEALTH DEPARTMENTS/OCCUPATIONALHEALTH CENTRES IN INDUSTRY:

Clinical teaching in hospitals dealing with industrial workers, preventive and social medicine, public health/community medicine.
4.5.4. EDUCATIONAL VISITS

At least 9 field visits must be conducted to study the functioning of occupational health services, specialized advanced management of diseases & centers for management of occupational health problems.

4.5.5. TUTORIALS / PAPER PRESENTATION

Every candidate must present health & safety related paper on the allotted topic. His/her presentation should be discussed in detail in the class.

4.5.6. PROJECT WORK

Every candidate shall submit a project work (thesis) on the topics allotted to them as per the guidelines.

4.5.7. GROUP DISCUSSION/WORKSHOP/SEMINAR

4.6. EXAMINATION

On completion of 3 months curriculum, examination shall be conducted and successful candidates will be awarded the certificates to that effect.

4.6.1. ELIGIBILITY TO APPEAR IN THE EXAMINATION

4.6.1.1. Candidates must have attended the classes regularly and have 75% attendance. A certificate in this respect must be issued by the Director of the course & accompany the application.

(N.B.): Any shortfall in attendance – not less than 60% in any case – may be considered for condonation provided the shortfall is due to self serious sickness & supported by the medical certificate from a competent medical practitioner. However, this genuine circumstances & every such case shall be treated separately and not as a rule.

4.6.1.2. Candidates must have submitted the project work, tutorial/presentation of paper, practical note book and field visit books.

4.6.2. APPLICATION FOR APPEARING IN EXAMINATION

4.6.2.1. Candidates attending regular course should forward their application through the Director of the institute along with the necessary enclosures to the Secretary, the AFIH Academic Council so that it reaches him before the stipulated period.
4.6.2.2. Candidates who failed in the earlier examination/could not appear but were declared eligible to appear, should submit their application for re-appearing in the examination. Examination forms and other details can be obtained from the respective institutes.

4.6.3. ADMIT CARD

Candidates found eligible to appear in the examination shall be issued with an admit card which they must produce to the authorities on demand before entering the examination hall.

4.6.4. EXAMINATION PROCEDURE

4.6.4.1. Theory

A multiple-choice questionnaire containing 100 questions with multiple answers shall be given to the examinees to pick up the correct answer. Every correct answer will be of 1 mark and every wrong answer will be of minus ¼ marks. Candidates securing 50 marks shall be declared to have passed in this section. Time allowed for this shall be 2 hours.

4.6.4.2. Practicals/Oral/Clinical/Project Work

Practical/Oral/Clinical/Project Work examinations shall be of 100 marks which is divided as –

(i) Practical

50 marks

Practical note book, Visits work book - 10 marks

(ii) Oral/Clinical

- 40 marks

Project work - 10 marks

Candidates securing minimum of 50 marks [25 marks in (i) and 25 marks in (ii) separately] shall be declared to have passed in this section.

4.6.4.3. To qualify for the award of certificate, a candidate must pass in both the sections as mentioned in 4.6.4.1. & 4.6.4.2. separately. Those securing 75% and above as total will be declared to have passed with distinction.

4.6.4.4. Candidates who have failed and wish to appear again in the examination shall have to appear in both i.e. theory and practical, oral, clinical, project work etc. sections irrespective of their
performance in various sections in the last examination in which they appeared.

A candidate re-appearing after two years (either failed twice or could not appear for two years due to any other reason shall have to submit a fresh project work (thesis) on a topic allotted to them by the institute.

4.6.4.5. Question paper setter

The AFIH Academic Council shall appoint three paper setters requesting them to send three sets of question papers. Out of the sets of question papers received, a blind draw will be made to select the final question for the examination. However, in case only one question paper is received, the same shall be used for the examination. The finally selected question paper will be subjected to inspection and if needed moderation.

4.6.4.6. Examiners

Examination shall be taken by duly appointed examiners by the AFIH Academic Council. The number of such examiners should be minimum four, one each for theory, practical, oral/clinical and project work + field visit work book. Out of the four, minimum one and maximum two examiners may be from the institute concerned and remaining from outside. However, The AFIH Academic Council may decide to appoint all the examiners from outside, if they desire so.

Examiners shall submit the details of marks obtained by the candidates and examiners report to the Secretary of the AFIH Academic Council within 15 days of the examination. After receipt of the marks from examiners, Secretary will send it to tabulator for preparation of detailed tabulation sheet and result which tabulator will submit back to the Secretary.

4.6.5. RESULT

On receipt of the final result sheet from the tabulator, Secretary, Technical Committee for examination shall process the matter for perusal and approval of the Director General, Factory Advice Service & Labour Institutes, Ministry of Labour, Government of India.

In special circumstances, Director General may grant up to 3 marks as grace to candidate/candidates if he feels necessary.

On receipt of the approval, Secretary will declare the result.
4.6.6. CERTIFICATES

Certificates shall be awarded by the DGFASLI, Ministry of Labour, Government of India and the same will qualify to fulfill the requirements as stipulated in this regard in the Factories Act and rules frame there under in the country.

4.6.7. REGISTRATION

DGFASLI, Ministry of Labour, Government of India shall maintain a register of successful candidates, who passed the examination of AFIH. The register shall have the entries in respect of name, address, father’s/husband’s name, appointment if any. The serial number of entries in respect of the particular candidate in this register shall be deemed as his/her registration number. Every successful candidate shall be provided with a copy of such entries called as ‘certificate of registration’.

No individual shall be entitled to any special consideration on the basis of certificate of passing the examination of AFIH certificate unless he or she is registered with the DGFASLI and the details are entered in the aforesaid register.

4.6.8. WITHDRAWAL OF REGISTRATION

The registration accorded to any individual may be temporarily suspended or permanently withdrawn by the Director General, Factory Advice Service & Labour Institutes, Ministry of Labour, Government of India on the recommendation of the academic council, if a duly appointed committee by either him or academic council finds the individual not worthy of retaining the same and by the action has brought about the disrepute to the profession or the institute.
ASSOCIATE FELLOW OF INDUSTRIAL HEALTH

REVISED SYLLABUS (2020)

Subject-wise distribution of weightage (out of 100 points):

1. Occupational Health : 65
2. Industrial Safety : 10
3. Industrial Hygiene : 10
4. Training and Productivity : 05
5. Statutes : 10

Distribution of sessions according to subjects & curriculum:
(One session = 1 hour 15 minutes and 1 day = 4 sessions)

1. Occupational Health : 100
2. Industrial Safety : 16
3. Industrial Hygiene : 16
4. Training and Productivity : 08
5. Statutes : 16
6. Project Work : 20
7. Practical : 24
8. Tutorials : 20
9. Industrial Visits : 20

-----------------------------------------------
Total Sessions : 240
Revised AFIH Syllabus

A. Occupational Health and related Statutes (65 Points and 100 Sessions):

(I) Overview of Occupational Health (10 points & 14 sessions)
   4. Occupational Health Policy in India including health care delivery system in India.
   8. Diagnosis of Occupational Diseases.

(II) Physical Health Hazards & its Management (5 points & 8 sessions)

10. Physical Health Hazards in Industry including heat, cold, noise, vibration, ionizing radiation, non-ionizing radiation, electricity, light, barometric pressure, electro-magnetic field etc.

(III) Chemical Health Hazards & its Management (15 points & 22 sessions)

11. Toxicokinetics – absorption, metabolism, retention, entoxification, detoxification, excretion of toxic chemicals (xenobiotics), toxicology related to different systems/organs, acute verses chronic effects, relation between work place exposure and health effects.

12. Metals in Industry like Arsenic & its compounds, Beryllium & its compounds, Cadmium & its compounds, Chromium & its compounds,
Cobalt & its compounds, Copper & its compounds, Fluoride, Lead & its compounds, Manganese, Mercury, Nickel & its compounds, Phosphorus, Uranium.


15. Pesticides & its toxicity.

(IV) Occupational Lung Diseases & its Diagnosis (6 points & 10 sessions)

16. Occupational Lung Diseases like Silicosis, Asbestosis, Coal Worker’s Pneumoconiosis, Mixed Dust Fibrosis.

17. Occupational Asthma (i.e. Byssinosis) & Extrinsic Allergic Alveolitis (like Bagassosis).

18. Pulmonary Function Test.

19. ILO Radiograph on Pneumoconiosis.


(V) Biological Hazards & its Management (3 points & 4 Sessions)


(VI) Ergonomics & Work Physiology (5 points and 6 sessions)

22. Introduction to Ergonomics, application of ergonomics in industry, Stress and performance, anthropometry and work physiology, physical fitness test in industry, fatigue, VO₂ Max, workload.

(VII) Psychosocial Hazards (4 points & 5 sessions)


24. Shift Work in Industry

(VIII) System-wise injury (5 points & 8 sessions)

25. Cumulative Trauma Disorders.

27. Occupational Eye Injury.

28. Workplace exposure and its effects in various systems.

(IX) **Programme & Services (4 points & 8 sessions)**

29. Occupational Health Programme: Hearing Conservation Programme, Vision Conservation Programme, Programme on NCD (non communicable diseases), Occupational Health Service, first aid service, ambulance service etc.

30. Industrial Nutrition & Canteen services.

31. The Occupational Health Nurse and their role/services in industry.

(X) **Statistics (3 points & 5 sessions)**

32. Statistics: Epidemiology – its purpose, planning, determinants of diseases, methods. Different types of epidemiological studies like Case control & Cohort studies etc. Incidence rates, prevalence rates, mortality rates, morbidity rates, t-testing, significance testing, Chi-2-testing, correlation, research methodology and planning for research in occupational health

(XI) **Miscellaneous (5 points & 10 sessions)**

33. Major Accident Hazard Control in Industry & its Medical Response.

34. Women at work.

35. Occupational Carcinoma.

36. Welding Hazards & its Management.


**B. Occupational Safety and Health Legislations (10 point & 16 sessions)**

1. ILO Conventions

2. The Workmen’s Compensation Act.

3. OHSAS18001
4. ESIC Act., The Bio-Medical Waste Rules
6. The Factories Act, 1948 and State model
7. MSIHC Rules 1989
8. Water (Prevention & control of pollution) Act, 1974 and Rules

C. Industrial Safety (10 Points & 16 Session)

1. Principles of Accident Prevention:

   Definitions- Incident, Accident, Injury, safety, Hazard, Risk, Unsafe Acts and Unsafe Conditions etc.

   Accident Prevention, Theories/Models of Accident Occurrences, Principles of Accident Preventions.

2. Accident and Incident Investigation :

   Need to investigate Incidents, who, what and how to investigate incidents, Various Analytical techniques to investigate incidents, preparing the incident report and corrective action.

3. Hazard Identification, Prevention and Control :

   Techniques of Hazard identifications, prevention strategies and Control measures through hierarchy of control.

4. Behavior Based Safety :

   Need for Behavior Based Safety, Understanding Human Behavior SOBA and ABC Model, Values and Attitude, Behavior Characteristics. Feed back.

5. Mechanical and Electrical Safety, work permit, SOPs etc.

D. Industrial Hygiene (10 Points and 16 Sessions)
1. Industrial Hygiene Principles and practice
2. work environment monitoring and its importance
3. Industrial Noise and its effects.
4. Heat stress and its effects
5. Industrial Ventilation
6. Concept of Threshold Limit values/Permissible Exposure limits/Recommended Exposure limits in Industry.
7. Types of radiation and Radiation Hazards
8. Illumination
9. Material Safety Data Sheets (MSDS)
10. Biological monitoring & its analytical technique.
11. Chemical Hazards in the work place.
12. Selection, use and maintenance of Respiratory & Non-respiratory Personal Protective Equipment.

E. Staff Training & Productivity (5 Points and 8 Sessions)

1. Elements of Training - process, assessment of training needs, design and development of training program, training methods and strategies, evaluation of training.

2. Communication - Purpose, process, types of channels, two-way communication, barriers in communication and essentials of effective communication.

3. Productivity-concepts and techniques.

4. Team Building- Concepts & Practices, how to make a team effective.
Revised Guidelines for One Month Certificate Course for supervisors to be employed in Hazardous Process Industries under section 41-C(b) of the Factories Act, 1948

1. COURSE TITLE: Certificate Course in Safety and Health for Supervisors to be Employed in Hazardous Process Industries

2. QUALIFICATION AND EXPERIENCE FOR ADMISSION
   (a) (i) A degree in chemistry or a diploma (three years full time) in any branch of engineering or technology or equivalent with not less than 5 years experience;
       or
   (ii) A master’s degree in chemistry or a degree in any branch of engineering or technology or equivalent with not less than 2 years experience.
   (b) The experience stipulated above shall be in process operations and maintenance, in any hazardous process industry.

3. COURSE DURATION
   The duration of the course shall be as follows:
   Full time (minimum 6 contact hours per day) – 4 weeks (Two weeks classroom teaching followed by one-week project work and on completion of which a further one week classroom teaching – 85 class room sessions)

4. COURSE CONTENT
   The content of the syllabus of the training course for supervisors shall be as per Annexure-I.

5. ATTENDANCE
   Minimum 80% of attendance shall be required for appearing in the examination. This minimum requirement is mandatory even if a candidate is declared sick on medical grounds. Those candidates not attaining the minimum percentage of attendance shall not be allowed to appear for the viva, laboratory work, project work and written examination and shall be required to repeat the course.

6. SCHEME OF EXAMINATION
   (a) Projectwork -20 Marks
   (b) Laboratory work (Safety, Hygiene and Industrial Medicine) -20 Marks
   (c) Oral examination based on project/laboratory work -10 Marks
   (d) Written examination -150 Marks
The project work may be carried out in the sponsoring organization or any organization of the participant’s choice.

The examinations will be conducted by DGFASLI and the expenses towards TA/DA for the officials of DGFASLI for the conduct of the examination shall be borne by the Institute/organization as per their entitlement.

The written examination shall be of objective type consisting of 150 questions (multiple choice questions) and of two hours duration. The answers to the questions shall be marked in an OMR sheet. Further, for every wrong answer, 25% mark (Negative Marking) shall be deducted. All arrangements for conducting written, project, laboratory and oral examinations shall be made by the institute concerned by adhering to the specified norms.

The examination works including setting the question paper and evaluation of answer books, project reports, laboratory work and oral examination of the candidates shall be done by the empanelled examiners of DGFASLI only.

7. STANDARD OF PASSING

A candidate shall be declared to have passed the course if he/she secures minimum 50% marks in each of the items of the examinations [item 6(a), (b), (c) & (d)] and an aggregate of 60% or more.

8. AWARD OF CLASS /GRADE

The candidates passing in the examination as per the scheme given at item no. 6 & 7 above shall be awarded the Grade as below:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Marks</th>
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<tbody>
<tr>
<td>A+</td>
<td>80% and above</td>
</tr>
<tr>
<td>A</td>
<td>70% and above but below 80%</td>
</tr>
<tr>
<td>B+</td>
<td>65% and above but below 70%</td>
</tr>
<tr>
<td>B</td>
<td>60% and above but below 65%</td>
</tr>
</tbody>
</table>

9. RE-EXAMINATION

If a candidate for some genuine reasons could not appear for the examination after securing 80% of the attendance, he shall be permitted to appear when the next examination is conducted within a reasonable period of time. Further, if a candidate could not pass in any one or more components of the examination, he shall be allowed to re-appear for those components once only. However, if a candidate having passed in all the components fails to secure minimum 60% marks in aggregate he shall be allowed to re-appear once in the written examination and/or oral examination as per the candidate’s choice.

10. AWARD OF CERTIFICATE

The certificate to the successful candidates shall be awarded by DGFASLI only. The format of the certificate is appended herewith as Annexure – II. The certificate will
carry a photograph of the successful candidate, duly attested by DGFASLI and Head of the Institution or any other
authority so declared competent for this purpose with the seal of the institution and DGFASLI affixed on the certificate.

11. COURSE FEE

The course fee to be charged from the participants of this course shall not exceed the following:

(a) In case of CLI & RLIs: ₹ 6,000/- (₹ 3,000/- institute fees and ₹ 3,000/- other charges)
(b) For others: Not exceeding ₹ 20,000/- (Rupees Twenty Thousand only)

12. QUALIFICATION AND EXPERIENCE FOR FACULTY

The minimum qualifications and experience of the faculty members to be engaged for the course shall be as under:

For industrial safety discipline:

(a) Three years diploma in chemical / mechanical / electrical / environmental / instrumentation / civil engineering and one year diploma in industrial safety conducted by DGFASLI or any institution recognized by the State Technical Boards or equivalent with 15 years of relevant work experience including teaching experience in an polytechnic / educational institutions for a minimum of three years.

OR

(b) Bachelors degree in engineering / technology in chemical (including petro-chemical) / mechanical / electrical / environmental / instrumentation / civil engineering and one year diploma in industrial safety conducted by DGFASLI or any institution recognized by the State Technical Boards or equivalent with 10 years of relevant work experience including teaching experience in an polytechnic / educational institutions for a minimum of two years.

For industrial hygiene discipline:

(a) Master of Science in Chemistry (any branch) and one year diploma in industrial safety conducted by DGFASLI or any institution recognized by the State Technical Boards or equivalent with 10 years of relevant work experience including teaching experience in an polytechnic / educational institutions for a minimum of two years.

For industrial health discipline:

(a) MBBS with Associate Fellow of Industrial Health (AFIH) course conducted by DGFASLI or any institution recognized by DGFASLI in this behalf with 10 years of relevant work experience including teaching experience in any educational institutions for a minimum of two years.

Note: The term ‘relevant work experience’ means working in any industry / Major Accident Hazard installation. The term ‘teaching experience’ means experience in a teaching capacity in an educational institution imparting diploma / degree in engineering / technology/Medicine.
13. PROCEDURE FOR APPROVAL OF THE TRAINING PROGRAMME CONDUCTED BY THE INSTITUTE/ORGANISATION

(a) The application in duplicate in the prescribed format should be sent to the approving authority, i.e., DGFASLI. (refer Annexure—III).

(b) Approval issued by DGFASLI shall be valid for a period of 2 years from the date of approval for the first time.

(c) The training imparted by different institutes and certificates awarded by DGFASLI will be valid all over India.

(d) For renewal, the institute shall re-apply with the requisite fee within 3 months before expiry of the previous approval and the approval shall be renewed for a period of 5 years provided that the institute had conducted a minimum of two courses during the period of last approval and based on the performance of the institute or re-inspection as may be decided by DGFASLI. The arrangements for travel, lodging and boarding of DGFASLI officers and other members shall be required to be made by the applicant institute/organization as per their entitlement.

(e) Approving authority may constitute a committee for visit of the Institution/ Organisation for verification.

(f) So far as the approval by DGFASLI is concerned, an officer not below the rank of the Director shall be the Chairman and another member on the Committee from DGFASLI in the level of Dy. Director / Asst. Director, of DGFASLI shall be the Member-Secretary or as decided by the Director General. Other members shall be one expert member each from the concerned CIF of the state, IIT or Government engineering institution and one representative from the industries association from the state to be nominated by the Director General.

Note: The Committee shall consist of not less than three members for the purpose of recommending the training institute/organization for approval.

(g) A Registered Association of safety and health professionals having a minimum of 15 members shall also be eligible to apply for approval provided they meet the eligibility criteria in terms of the infrastructure facilities, faculty and expertise for conducting such courses.

(h) The application form in duplicate along with the necessary documents in support of the infrastructure facilities, faculty and any other claim made therein, accompanied by a Demand Draft of `10,000/- for fresh application and `5,000/- for renewal, drawn in favour of “Pay & Accounts Officer, DGFASLI, AudyogikSwasthya Evam Suraksha Bhavan, CLI Campus S Mankikar Marg, Sion, Mumbai-400022.

14. CONDITIONS FOR GRANT OF APPROVAL BY DGFASLI

The approval shall be subject to the following terms and conditions:

(a) All terms and conditions mentioned in the guidelines are to be complied by the institutes.

(b) The logo of DGFASLI or the Government of India shall not be used by the institution along with its name or in its pamphlets, brochure, training material,
website, certificates, etc. or in any other place.

(c) The approvals granted by DGFASLI will be exclusively for running this course only and not for any other course conducted by the institute.

(d) The number of participants in each batch shall be restricted to 30 (thirty) or less as may be recommended by the committee constituted by DGFASLI on case to case basis, for the purpose of grant of approval to the institute and the number of such courses to be conducted in a calendar year shall be restricted to 4 only.

(e) The study and evaluation scheme is given in Annexure-VI.

(f) The course cannot be commenced unless until written approval of DG, DGFASLI has been obtained. The following documents shall be forwarded to DGFASLI along with the request for permission well in advance.

(i) Duration of course and dates

(ii) List of participants along with their photographs duly certified by the institute

(iii) Mode of selection of the candidates

(iv) Certificate of eligibility of the candidates (i.e. Education Qualification, relevant experience etc., in accordance with the set guidelines)

(v) List of faculties and their profile

(g) After completion of the course and prior to the conduct of the examination, the institute shall forward to DGFASLI following documents.

(i) Attendance list session wise duly signed by the candidate and certified by the faculty.

(ii) Certificate of eligibility of the candidate duly signed by the institute for appearing in examination.

(iii) Soft copies of the project reports and laboratory work carried out and submitted by the candidate to the Institute. Hard copy of the project report and laboratory work shall be kept in the Institution and the same to be produced on demand by the examiners for verification.

(iv) List of subject wise conduct hours as per annexure VI of the guideline including details of topics covered in each session.

(h) Procedure of examination:

i. The examination will be of objective type only and the answers to be marked with blue or black ball pen on the OMR sheet only provided by DGFASLI. Hall tickets for the candidates shall be issued by DGFASLI subject to production of attendance sheet of the candidates by the institute.

ii. The examiner from DGFASLI shall carry the question papers and OMR sheets.

iii. For conducting of the examination, the CIF of the State or his representative in which the institute is situated shall represent.

iv. The examination shall be conducted on the next day after completion of the course. Under special circumstances the examination can be conducted on a later date with the prior approval of DGFASLI.
examination process shall be completed on the same day. Results of examination shall be published in DGFASLI website.

(i) The institute shall comply with any other terms and conditions which the Director General, DGFASLI may like to impose on case to case basis.

(j) The Director General, DGFASLI reserves the right to cancel the approval granted to any institute for conducting the subject course without assigning any reason.

*****
# ANNEXURE-I

## TEACHING PLAN OF THE TRAINING COURSE FOR SUPERVISORS

<table>
<thead>
<tr>
<th>Topics</th>
<th>Minimum no. of Sessions(each of 60 minutes)</th>
</tr>
</thead>
</table>
| **1. Statutory Provisions** -  
  1.1 The Factories Act, 1948 and Rules  | 2  |
| 1.2 The Environment (Protection) Act, 1986 and Rules with special emphasis on MSIHC Rules & Handling of Hazardous Wastes Rules  | 3  |
| 1.3 The Indian Petroleum Act 1934 and Rules  | 1  |
| 1.4 The Indian Explosives Act, 1984 and Rules  | 1  |
| 1.5 The Static and Mobile Pressure Vessel Rules &  | 1  |
| 1.6 Indian Boilers Act and Rules  | 1  |
| 1.7 The Insecticides Act and the Rules&  | 1  |
| 1.8 Gas Cylinder Rules  | 1  |
| **Note:** Inputs to be imparted to the participants in the above Acts and Rules should be relevant to the factory processes and operations. |
| **2. Basic Principles of Accident Prevention –**  
  2.1 Basic philosophy of industrial accidents—causation and prevention, near miss reporting and learning lessons; Accident causation models&  | 1  |
| 2.2 Safety and Health Policy  | 1  |
| 2.3 Types of hazards—physical, chemical, electrical, mechanical, biochemical, radiological, etc.  | 1  |
| 2.4 Role of supervisor in promoting safety & health  | 1  |
| 2.5 Accident and root cause analysis  | 1  |
| 2.6 Principal factors for classification  | 1  |
| 2.7 Formulation of accident prevention programme  | 1  |
| 2.8 Electrical Safety  | 1  |
| 2.9 Case study  | 1  |
| **3. Techniques of Identification of Hazards and Risk Management**  
  3.1 Plant Safety Inspection&  | 1  |
| 3.2 Accident Investigation  | 1  |
| 3.3 Job Safety Analysis (JSA)  | 1  |
| 3.4 Fault tree Analysis (FTA)  | 1  |
| 3.5 Failure Modes and Effect Analysis (FMEA)  | 1  |
| 3.6 Hazards and Operability (HAZOP) Study  | 1  |
| 3.7 Hazard Identification and Risk Assessment (HIRA)&  | 1  |
### 3.8 Risk and Risk Management

<table>
<thead>
<tr>
<th>4. Prevention and Control Techniques-</th>
<th>1</th>
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<tbody>
<tr>
<td>4.1 Hierarchy of Controls</td>
<td>1</td>
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<tr>
<td>4.2 Dilution &amp; Substitution, etc.</td>
<td>1</td>
</tr>
<tr>
<td>4.3 Segregation, Enclosure, Isolation, Barricading, Guarding, Interlocks</td>
<td>1</td>
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<tr>
<td>4.4 Industrial ventilation</td>
<td>1</td>
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</table>

### 5. Chemical Hazards and Specific Control Measures–

| 5.1 Storage, handling and transportation of chemicals (safety in bulk storage, Handling of hazardous chemicals, chemical safety), Industrial Classification | 2 |
| 5.2 Permit to work – procedure and compliance | 1 |
| 5.3 Safety in shut-down and start-up procedures | 2 |
| 5.4 Colour coding of pipelines, cylinders & valves | 1 |
| 5.5 Labelling and Hazard Communication (HAZCOM) | 1 |
| 5.6 Personal Hygiene | 1 |
| 5.7 Tankfarm Safety and dyke arrangements | 1 |
| 5.8 Chemical Safety Data Sheets/MSDS | 1 |
| 5.9 House Keeping | 1 |
| 5.10 Personal Protective Equipment | 1 |
| 5.11 Standard Operating Procedures (SOP) | 1 |
| 5.12 Standard Maintenance Procedures (SMP) | 1 |
| 5.13 Safety Instrumented System (SIS) | 1 |
| 5.14 Concept of Reliability and calibration | 1 |

### 6. Fire and Explosion Hazards –

<p>| 6.1 Fire and Explosion | 1 |
| 6.2 Flash point, explosive limits, etc. | 1 |
| 6.3 Fire Prevention and Control; Portable and fixed fire fighting systems; | 1 |
| 6.4 Hazards area classification and safety aspects including flameproof electrical Equipment | 1 |
| 6.5 DOW fire &amp; explosion index | 1 |
| 6.6 Reporting deviations for inspection, refilling, examination, etc, of fire fighting System | 1 |
| 6.7 Consequence Modeling | 1 |
| 6.8 Electrical Safety, bonding, earthing and Hazardous Area Classification | 1 |
| 6.9 Static Electricity hazards and its prevention and control | 1 |</p>
<table>
<thead>
<tr>
<th>7. Health hazards due to chemical exposure –</th>
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<tbody>
<tr>
<td>7.1 Factors contributing to hazardous situation</td>
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<tr>
<td>7.2 Routes of entry</td>
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<tr>
<td>7.3 Concentration and types of exposure</td>
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<tr>
<td>7.4 Work environment monitoring – techniques &amp; procedure</td>
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<tr>
<td>7.5 Toxic effects of chemicals</td>
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<tr>
<td>7.6 Health monitoring</td>
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<tr>
<td>7.7 First Aid</td>
</tr>
<tr>
<td>7.8 PEL, TLV, IDLH, LC 50 and LD 50&amp;</td>
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<tr>
<td>7.9 Toxicology; Dose Vs. Response Relationship</td>
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</tbody>
</table>

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<tr>
<th>8. Chemical Emergency Procedures–</th>
</tr>
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<tbody>
<tr>
<td>8.1 The onsite EmergencyPlan</td>
</tr>
<tr>
<td>8.1.1 Key persons and their responsibilities</td>
</tr>
<tr>
<td>8.1.2 Alarms</td>
</tr>
<tr>
<td>8.1.3 Control room</td>
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<tr>
<td>8.1.4 Evacuation</td>
</tr>
<tr>
<td>8.1.5 Assembly points</td>
</tr>
<tr>
<td>8.1.6 Emergency Control Centre</td>
</tr>
<tr>
<td>8.1.7 Rehearsals</td>
</tr>
<tr>
<td>8.1.8 Rehabilitation of the affected area</td>
</tr>
<tr>
<td>8.2 Off-site EmergencyPlan</td>
</tr>
<tr>
<td>8.3 Other Emergency Procedures Disaster ManagementPlanning</td>
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<tr>
<th>9. Counseling and motivating for safety &amp; health –</th>
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<tbody>
<tr>
<td>9.1 Techniques&amp;</td>
</tr>
<tr>
<td>9.2 Strategies</td>
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<tr>
<td>9.3 At Risk Behaviours&amp;</td>
</tr>
<tr>
<td>9.4 Discretionary Performance</td>
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<tr>
<td>9.5 Motivational Models</td>
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<tr>
<td>9.6 Human Error – Prediction, Prevention and Control</td>
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<tr>
<th>10. Others –</th>
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</thead>
<tbody>
<tr>
<td>10.1 Total quality management and ISO Series&amp;</td>
</tr>
<tr>
<td>10.2 Safety audit and OSHAS&amp;</td>
</tr>
<tr>
<td>10.3 Environmental Management System (EMS)</td>
</tr>
<tr>
<td>10.4 Communication skills for safety &amp; health atwork</td>
</tr>
<tr>
<td>10.5 Behavioural aspects of safety&amp;</td>
</tr>
<tr>
<td>10.6 Physiological aspects of safety</td>
</tr>
<tr>
<td>10.7 Total Safety Culture&amp;</td>
</tr>
<tr>
<td>10.8 Resilience Engineering</td>
</tr>
</tbody>
</table>
Note: The detail content of the syllabus shall be as given in Annexure-IV
CERTIFICATE

This is to certify that Shri/Smt/Kum…………………………………..……………………… attended the “Certificate Course in Safety and Health for Supervisory Personnel Engaged in Hazardous Process Industry ” as required under Section 41-C(b) of The Factories Act, 1948 and the Rules made there under, from …………….. to…………………………………………………………………………………………………… at …………………………………………………...

On successful completion of the course with grade....... , he/she is herewith conferred with this certificate of competency to work as Supervisor in industries involving hazardous processes.

Photograph of the candidate

duly attested by the Head of the

Seal oftheTraining (Signature of

Institute/Organisation Approving Authority with

seal) (overflowing thephotograph)

Date:

Grading: A+ - 80% and above; A - 70% and above but below 80%; B+ - 65% and above but below 70%; B – 60% and above but below 65%.
ANNEXURE – III

PROFORMA FOR APPLICATION FOR APPROVAL OF TRAINING INSTITUTION/ ORGANISATION FOR THE PURPOSE OF TRAINING OF SUPERVISORS UNDER SECTION 41 C (b) OF THE FACTORIES ACT, 1948

Note:

1. Applications are to be submitted induplicate.

2. A committee constituted by approving authority shall inspect the Institute/ Organisation for verification in case of fresh applications.

3. A committee constituted by approving authority may visit the Institute/ Organisation for verification in case of renewals if necessary as may be decided by the Director General.

1.0 GENERAL

1.1 Name and Address

(a) Name of the Institution/ Organisation

: (b) Postal address :

(c) Website :

(d) Email address:

(c) Fax and Phone Nos. (with STD code in bracket):

(f) Date of establishment of the Institution/ Organisation:

( The organization shall have a minimum of three years of training experience in the relevant field at the time of application)

1.2 Name and designation of the Head of the Institution/ Organisation with residential & office telephonenumbers

(with STD Codes in bracket) :
1.3 Type of the Institution (Central Govt./ State Govt./ Autonomous/ Private):

1.4 Please specify whether your training institution/ organization is located in your own building or hired building (in case of hired building pl. attach a copy of the ‘Registered Lease Agreement’ which is valid for a minimum period of five years):

2.0 TRAININGDETAILS

2.1 Training Programmes conducted during the previous years (A Minimum of three years training details shall be provided)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Type of training programme, title and Venue</th>
<th>Level of participants</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

3.1 Whether your Institution/organization is recognized by State govt./ DGFASLI or any other Organisation. If yes’ please enclose a copy of the approval/certificate

Yes [ ] No[ ]

3.2 List of the Organisations where training Programmes were conducted by you during the previous years: (A Minimum three years Training details shall be provided)

3.3 Please provide a list of training manuals, publications, etc. brought out by your organization/institute. (The copies of the supporting documents shall be enclosed)
4.0 DETAILS OF TRAINING FACULTY

4.1 Faculty for training

<table>
<thead>
<tr>
<th>Type of Faculty</th>
<th>Strength</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Full-Time*</td>
<td></td>
</tr>
<tr>
<td>ii) Part-time</td>
<td></td>
</tr>
<tr>
<td>iii) Visiting</td>
<td></td>
</tr>
</tbody>
</table>

(Please give details such as name, qualification, experience & address)

- The faculty shall have the required academic qualification and experience as mentioned at sl. No. (12) of the guidelines.

* A minimum of three full-time faculties one each specialized in the field of Safety, Hygiene and Industrial Medicines shall be ensured. These full-time faculties shall be on the institution/ organisation’s pay-roll.

4.2 Any other activities / services:
5.0 FACILITIES AVAILABLE IN THE INSTITUTION/ORGANISATION

<table>
<thead>
<tr>
<th>Facility</th>
<th>Nos</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Conference room/ training room with Area in Sq. Mtrs. (minimum 25 Sq.Mtrs.)</td>
<td></td>
</tr>
<tr>
<td>(ii) Overhead projector/ computer projection system</td>
<td></td>
</tr>
<tr>
<td>(iii) Films, DVDs/VCDs on safety, health and environment, etc. (Please provide the list)</td>
<td></td>
</tr>
<tr>
<td>(iv) (a) <strong>Industrial Hygiene and work environment monitoring laboratory</strong></td>
<td></td>
</tr>
<tr>
<td>(b) <strong>Safety Engineering Laboratory</strong></td>
<td></td>
</tr>
<tr>
<td>(c) <strong>Industrial Medicine Laboratory</strong></td>
<td></td>
</tr>
</tbody>
</table>

6.0 LIBRARY FACILITIES AVAILABLE (with respect to safety, health and environment)

<table>
<thead>
<tr>
<th>Category</th>
<th>Total No. of titles acquired till date</th>
<th>Total no. of volumes acquired during past one year</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Referencebooks*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) Encyclopedia</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Others (journals)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
* Reference books shall consist of books relevant to the syllabus of the course specially on industrial safety, industrial hygiene, occupational health and copies of the relevant Acts and Rules (as persyllabus).

- Books listed must have been published within a period of 5 years from the date of application.

(Video recording of the library shall be submitted in a CD along with the application)

7.0 CONSULTANCY AND MAN-POWER DEVELOPMENT

Give details of the consultancy, projects/ studies, Sponsored Research, professional development Programs undertaken during the last five years

(Please enclose the list and supporting documents)

8.0 ANY OTHER INFORMATION

9.0 CERTIFICATE

Certified that the information furnished above and in the Annexures attached hereto, are true to the best of my knowledge and belief.

Signature of the Head of Institution/Organization with official seal

Place: Date:
ANNEXURE-IV

Detailed contents of the Syllabus to be covered

1. **Statutory Provisions**

**Rationale**: Every Supervisory personnel working in Chemical Industry must know the various laws relating to Industrial Safety as these provide guidelines in decision making in any situation.

<table>
<thead>
<tr>
<th>S.No</th>
<th>Units</th>
<th>Coverage time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>The Factories Act &amp; Rules</td>
<td>2</td>
</tr>
<tr>
<td>1.2</td>
<td>The Environment (Protection) Act 1986 with special emphasis on MSIHC Rules &amp; Handling of Hazardous wastes Rules</td>
<td>3</td>
</tr>
<tr>
<td>1.3</td>
<td>The Indian Petroleum Act 1934 &amp; Rules</td>
<td>1</td>
</tr>
<tr>
<td>1.4</td>
<td>The Indian Explosive Act 1984 &amp; Rules</td>
<td>1</td>
</tr>
<tr>
<td>1.5</td>
<td>The Static &amp; Mobile Pressure Vessel Rules</td>
<td>1</td>
</tr>
<tr>
<td>1.6</td>
<td>The Indian Boiler Act &amp; Rules</td>
<td>1</td>
</tr>
<tr>
<td>1.7</td>
<td>The Insecticides Act &amp; Rules</td>
<td>1</td>
</tr>
<tr>
<td>1.8</td>
<td>Gas Cylinder Rules</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
</tr>
</tbody>
</table>

**Detailed Contents:**

**1.1 The Factories Act & Rules**

- Definition – Adult, adolescent, young person, child, competent person, hazardous process, manufacturing process, worker, factory, occupier.

- General duties of occupier & manufacturers, powers of Inspectors & certifying surgeons.

- Provisions relating to Safety, health and welfare measures and rules made there under.

- Dangerous operations and schedule on chemicalworks.

- Notice of accidents, dangerous occurrences & certain diseases.

- Obligation & Right of Workers.
1.2 Environmental Protection Act:

- Manufacture, Storage & import of hazardous chemical rules 1989


1.3 Petroleum Act & Rules: Petroleum & its classification, General Provision for Transportation of Petroleum by vehicles & pipe lines, bulk storage, type of licences & their terms & conditions, electric installation in hazardous areas.

1.4 Indian Explosive Act & Rules:


1.5 SMPV Rules:

- Definition of Design pressure, pressure vessel, compressed gas, filling density

- Test & Inspection of Pressure Vessels

- Fittings on vessels

- Provision relating to loading & unloading & other operations.

- General provision for storage & licences for storage & transport

- Any other notification under SMPV Rules 1981.

1.6 Indian Boiler Act & Rules:

- Definition of Boiler, Inspection procedure & preparation of boiler for inspection & Hydraulic test, defects & repairs of boilers.

1.7 Insecticide Act & Rules:

- General Provisions

1.8 Gas Cylinder Rules:

- General Provisions, licence, notice of accidents, conditions for storage of
LPG Cylinders.
2. **Basic Principles of Accident Prevention**

**Rationale:** Accident Prevention is an integrated programme, a series of coordinated activities directed to control unsafe personal performance & unsafe mechanical conditions so as to operate the plants & processes in a manner that protects the environment & safety of employees & the public, commitment by all levels of management for protecting & promoting the health & safety of people working at sites.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Unit s</th>
<th>Coverage time (each of 75 Min duration)</th>
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</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Basic Philosophy of Industrial Accidents – Causation &amp; Prevention near miss reporting and learning lessons; Accident causation models</td>
<td>1</td>
</tr>
<tr>
<td>2.2</td>
<td>Safety &amp; Health Policy</td>
<td>1</td>
</tr>
<tr>
<td>2.3</td>
<td>Types of Hazards – Physical, Chemical, Electrical, Mechanical, biochemical, radiological, etc.</td>
<td>1</td>
</tr>
<tr>
<td>2.4</td>
<td>Role of Supervisor in promoting Safety &amp; Health</td>
<td>1</td>
</tr>
<tr>
<td>2.5</td>
<td>Accident and root cause analysis</td>
<td>1</td>
</tr>
<tr>
<td>2.6</td>
<td>Principal Factors for classification</td>
<td>1</td>
</tr>
<tr>
<td>2.7</td>
<td>Formulation of Accident Prevention Programme</td>
<td>1</td>
</tr>
<tr>
<td>2.8</td>
<td>Electrical Safety</td>
<td>1</td>
</tr>
<tr>
<td>2.9</td>
<td>Case Study</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1</td>
<td>9</td>
</tr>
</tbody>
</table>

**Detailed Contents:**

2.1 **Basic Philosophy of Industrial Accident – Causation & Prevention near miss reporting and learning lessons; Accident causation models:**

10 axioms of Industrial Safety, theories of accident occurrence – Heinrich domino sequence & updated frank bird model, Multi-causation theory, Foundation of Major Injury, Basic Motives for the occurrence of unsafe acts, basic methods for preventing accident, Accident Causation Models.

2.2 **Safety & Health Policy:**

Legal requirement for safety policy, basis for formulation & effective implementation of safety policy, Areas to be touched in safety policy.

2.3 **Type of Hazards:**

Physical– Heat stress, Noise, Fatigue, Radiation, Vibration, Illumination Chemical– Exposure to toxic material, contact with corrosive material, spillage Electrical– Fire, Burn, Shock
Mechanical – Hazards due to in running nips of machinery parts & mechanism, working at height, hazards due to improper manual & mechanical handling.

Biochemical –
Radiological – Different types of radiation hazard

2.4 **Role of Supervisors in promoting Safety & Health:**

- Responsibilities of Supervisors, Acceptance of Responsibility for safety,
- Role of Supervisor in safety.

2.5 **Accident and root cause analysis:**

- Injuries, employment, No. of working factories, rate of injuries, injuries by states/union territories, injuries by industries, injuries by causes.
- Frequency Rate, Severity Rate, Incidence Rates, Accident free period, use of accident rates.

2.6 **Principal Factors for Classification:**

- Standard classification of factor associated with accident.(IS-3786)

2.7 **Formulation of Accident Prevention Programme:**

- Planning - Management leadership, Goal setting, budgeting

- Organising - Organisation structure, delegation of power, span of control, safety education & training and 5 min. pep talk, safety content.

- Directing - Communication system, safety committee, safety manual, SOP’S, Suggestion Scheme.

- Coordinating – Motivational Activities (safety contest, display of posters, celebration of safety day and safety week)
- Controlling – Accident reporting, record & analysis, accountability, surveillance.

2.8 Electrical Safety

2.9 Case Study:

Bhopal disaster, flixborough disaster, mexico disaster etc.

3. Techniques of Identification of Hazards and Risk Management

**Rationale:** Hazard identification is the process of finding all items, activities & situations that could lead to the potential of injury or illness. Supervisors should be conversant with such technique.

<table>
<thead>
<tr>
<th>S.No</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Plant Safety Inspection</td>
<td>1</td>
</tr>
<tr>
<td>3.2</td>
<td>Accident Investigation</td>
<td>1</td>
</tr>
<tr>
<td>3.3</td>
<td>Job Safety Analysis (JSA)</td>
<td>1</td>
</tr>
<tr>
<td>3.4</td>
<td>Fault tree Analysis (FTA)</td>
<td>1</td>
</tr>
<tr>
<td>3.5</td>
<td>Failure Modes and Effect Analysis (FMEA)</td>
<td>1</td>
</tr>
<tr>
<td>3.6</td>
<td>Hazard &amp; Operability (HAZOP) study</td>
<td>1</td>
</tr>
<tr>
<td>3.7</td>
<td>Hazard Identification and Risk Assessment</td>
<td>1</td>
</tr>
<tr>
<td>3.8</td>
<td>Risk and Risk Management</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>6</td>
</tr>
</tbody>
</table>

**Detailed Contents:**

3.1 Plant Safety Inspection:

Responsibility for inspection, types of inspection, planning for inspections, conducting inspections, inspection reports, Development of checklist for storage & process areas and Safetysampling.

3.2 Accident Investigation:

Need for accident investigation, pre-accident plan, investigation at accident site, persons to make investigation, identifying key facts & causes, first aid report, supervisor’s, investigation report, notification of accident, accident record register, personal injury record card.

3.3 Job Safety Analysis (JSA)
3.4 Fault tree Analysis (FTA)
3.5 Failure Modes and Effect Analysis (FMEA)

3.6 Hazard & Operability Study:
Objective, operating deviation, guide words, principles of examination, methodology, benefits of HAZOP study and a case study.

3.7 Hazard Identification and Risk Assessment (HIRA)
Responsibility for J.S.A. & its use, conducting J.S.A. with an example.

3.8 Risk and Risk Management
HIRA work sheets, Risk Matrix, Probability and Consequence, Prevention and Control Measures

4. Prevention and Control Techniques

**Rationale**: The segregation & separation of materials within storage area largely depends upon classification of materials & electrical areas, industrial ventilations, other control techniques, help in improving the work environment. Knowledge of such control technique is essential for plantsupervisor.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Units</th>
<th>Coverage time (Each of 75 mins)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1</td>
<td>Hierarchy of Controls</td>
<td>1</td>
</tr>
<tr>
<td>4.2</td>
<td>Dilution &amp; Substitution, etc.</td>
<td>1</td>
</tr>
<tr>
<td>4.3</td>
<td>Segregation, Enclosure, Isolation, Barricading, Guarding, Interlocks</td>
<td>1</td>
</tr>
<tr>
<td>4.4</td>
<td>Industrial ventilation</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

**Detailed Contents**:

4.1 Hierarchy of Controls

4.2 Dilution & Substitution, etc.
Substitution: Replacing material/process with less hazardous substances/process.

Dilution: Handling of material in dilute form like use of dilute nitric acid in place of concentrated fuming nitric acid & similar examples.

4.3 **Segregation, Enclosure, Isolation, Barricading, Guarding, Interlocks**

- Segregation: Material classification for volatile liquid, Electrical Area Classification and Various methods of Isolation of equipment & pipelines.
- Equipment barricade & provision of enclosures.
- Principles of machine guarding, type of guards, selection, maintenance & repair of guards.
- Interlocks

4.4 **Industrial Ventilation**

Types of ventilation and their application.

5. **Chemical Hazards & Specific Control Measures**

**Rationale:** Unplanned, sudden release of chemicals from manufacturing processing, handling & onsite storage facilities causes pollution to the air, water or land & increase the risk of fire, explosion or pollution. Hence supervisory personnel should be aware of various requirements of safe task activities.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Units</th>
<th>Coverage time (Each of 75 Min)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1</td>
<td>- Storage, handling &amp; transportation of chemicals (Safety in bulk storage, handling of hazardous chemicals, chemical process safety)</td>
<td>2</td>
</tr>
<tr>
<td>5.2</td>
<td>Permit to work – procedure &amp; compliance</td>
<td>1</td>
</tr>
<tr>
<td>5.3</td>
<td>Safety in shutdown &amp; startup procedures</td>
<td>2</td>
</tr>
<tr>
<td>5.4</td>
<td>Colour coding of pipelines, cylinders &amp; valves</td>
<td>1</td>
</tr>
<tr>
<td>5.5</td>
<td>Labelling &amp; Hazard Communication (HAZCOM)</td>
<td>2</td>
</tr>
<tr>
<td>5.6</td>
<td>Personal Hygiene</td>
<td>1</td>
</tr>
<tr>
<td>5.7</td>
<td>Tankfarm Safety and dyke arrangements</td>
<td>1</td>
</tr>
<tr>
<td>5.8</td>
<td>Chemical Safety data sheets / MSDS</td>
<td>1</td>
</tr>
<tr>
<td>5.9</td>
<td>House Keeping</td>
<td>1</td>
</tr>
<tr>
<td>5.10</td>
<td>Personal Protective Equipment</td>
<td>1</td>
</tr>
<tr>
<td>5.11</td>
<td>Standard Operating Procedures (SOP)</td>
<td>1</td>
</tr>
<tr>
<td>5.12</td>
<td>Standard Maintenance Procedures (SMP)</td>
<td>1</td>
</tr>
</tbody>
</table>
Detailed Contents:

5.1 Storage, handling & transportation of chemicals (safety in bulk storage, 

Handling of hazardous chemicals, chemical safety), Industrial Classification:

- Handling & storage of dangerous materials & their classification(U.N.)
- HAZCHEMCode
- TREMCards
- Types of Bulk Storage & their lay out, bunds, pressure vacuum valves, flame arrester, atmospheric vents, fire relief, inspection of storage tanks.
- Storage of chlorine, L.P.G., Ammonia, Class‘A’ petroleum product, hydrogen
- Loading & unloading facilities of chemicals.
- HazardCommunication
- IndustrialClassification

5.2 Permit to Work – procedure and compliance:

Need for permit to work system, areas to be covered, types of work permit, contents of permit format, operation of permit, monitoring of permit system, confined space work permit system.

5.3 Safety in Shut down & Start up procedures

- Standard operating procedure, Standard Maintenance Procedure, start up procedure (Phases of start up), typical errors on start up of plants, start up after emergency shutdown
- Shut down procedure - Normal shut down, Emergency shutdown
- Modification procedure – classification of modification.
5.4 **Colour coding of pipelines, cylinders & valves:**
- Pipe work & valves, inspection, examination & testing of pipelines, cylinders valves, colour coding of pipe lines (IS2379-1990)
- Tankfarm Safety
- Dyke arrangements

5.5 **Labelling and Hazard Communication (HAZCOM)**

5.6 **Personal Hygiene**

Washing facilities, drinking water, facilities for storing work clothings & personal clothing & drying clothes (clock room), storage of food items in plant & prohibition of consuming food etc in work room. Special bathing accommodation, health awareness do’s and don’ts.

5.7 **Tankfarm Safety and dyke arrangements**

5.8 **Chemical Safety Data Sheets/MSDS**
- M.S.D.S. of Cl₂, NH₃, LPG & benzene
- Hazard Communication

5.9 **House Keeping**

Typical accidents due to poor house keeping, disposal of scrap & other trade wastes, prevention of spillage, marking of gangways & other locations, clean up campaigns.

5.10 **Personal Protective Equipment**

- Non Respiratory personal protective devices – head protection, ear protection, face & eye protection, hand protection, feet protection, body protection
- Use care & maintenance of personal protective equipment & breathing apparatus
- Classification of respiratory personal protective devices & their uses, selection of respirators.
5.11 **Standard Operating Procedures (SOP)**

5.12 Standard Maintenance Procedures (SMP)

5.13 Safety Instrumented System (SIS)

5.14 **Concept of Reliability and calibration**
- Basic Instrumentation & designed safety methods like
- Control of variables like temperature, pressure, level, PH, density, flow ratios etc.
- Multipoint recorders, process alarms, interlocks system
- Safety Instrumentation System

6. **Fire & Explosion Hazards**

**Rationale**: Fire hazard is a term which includes not only the causes of fire but embraces those circumstances which increase the probability of fire occurring or which enable or permit fire. Hence supervisory personnel must know an effective fire loss control program.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Units</th>
<th>Coverage time (Each of 75 Min)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1</td>
<td>Fire and Explosions</td>
<td>1</td>
</tr>
<tr>
<td>6.2</td>
<td>Flash Point, Explosive limits etc</td>
<td>1</td>
</tr>
<tr>
<td>6.3</td>
<td>Fire Prevention and control Portable &amp; Fixed Fire Fighting Systems</td>
<td>1</td>
</tr>
<tr>
<td>6.4</td>
<td>Hazardous Area classification &amp; safety aspects including flame proof electrical equipment</td>
<td>1</td>
</tr>
<tr>
<td>6.5</td>
<td>Dow Fire &amp; explosion index</td>
<td>1</td>
</tr>
<tr>
<td>6.6</td>
<td>Reporting deviations for inspection, refilling, examination etc of fire fighting system</td>
<td>1</td>
</tr>
<tr>
<td>6.7</td>
<td>Consequence Modelling</td>
<td>1</td>
</tr>
<tr>
<td>6.8</td>
<td>Electrical Safety; bonding, earthing and Hazardous Area Classification</td>
<td>1</td>
</tr>
<tr>
<td>6.9</td>
<td>Static Electricity hazards and its prevention and control</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>
**Detailed Contents:**

6.1 Fire and Explosion

Definition:

Flammability, flash point, fire point, flammable range, auto ignition, boiling point, vapour pressure, vapour density, ignition energy, spontaneous ignition.

**Chemistry of Fire:**

Factors contributing towards fire, chemistry of fires, classification of fires, common causes of industrial fires.

6.2 Flash point, explosive limits, etc.

6.3 Fire Prevention and Control; Portable & Fixed Fire Fighting System:

- Portable extinguishers, water system, CO\(_2\) system, foam extinguisher system, chemical extinguishing system.
- Fire detection & alarm system – heat detector, smoke detector, detector for special purpose etc.
- Sprinkler system

6.4 Hazardous Area Classification and safety aspects including flameproof electrical Equipment:

Hazardous area classification, control of hazards due to static electricity, flame proof electrical equipments, precautions in their selection, maintenance & use.

6.5 Dow Fire & Explosion Index:

Knowledge of exothermic & endothermic reactions & their hazards, material factor, assessment of fire & explosion index, toxicity index.

6.6 Reporting deviations for inspection, refilling, examination, etc, of fire fighting System:

Importance of Maintenance, preventive maintenance program for portable & fixed fire fighting equipment, extinguisher card, fire alarm system inspection, testing & maintenance.
6.7 **Consequence Modeling**

Health hazard due to fire and explosion and its first-aid measures.
- Burn
- Unconsciousness
- Shock

6.8 Electrical Safety, bonding, earthing and Hazardous Area Classification

6.9 Static Electricity hazards and its prevention and control

7. Health Hazards due to Chemical Exposure

Rationale: Industrial Hygiene activities includes surveys, measurements, evaluation, controls & recommendations. Properly documented exposure – illness records serve to determine safe or unsafe, healthy or unhealthy working conditions & limits of exposure.

Industrial hygiene integrates three elements i.e. recognition, evaluation and control of different physical and chemical stresses /agents at the work place.

The trainees should be given brief orientation at least on the following topics:

Introduction to different physical stresses /agents like heat, noise, illumination etc and chemical agent and their effects Chronic and acute effects, Dose Response relationship, Classification of airborne chemical agents (including based on physical nature i.e. dust, gases, fumes, mists, vapours and smoke). Routes of Entry of Hazardous Chemicals in human body, Exposure evaluation and air sampling. The concept of threshold limit values, Control techniques of airborne Contaminants, Industrial Ventilation and personal Protective Equipment.

The trainees should be demonstrated on following main laboratory exercises:

1. Detection of Carbon Monoxide, NOx, Hydrogen Sulphide, Ammonia, SO2 by Gas Detectors and other direct reading instruments.
3. Sampling and analysis of Ammonia.
4. Estimation of Hydrogen Sulphide in Air.
7. Assessment of Heat Stress in Work Environment using WBGTIntex
8. Measurement of number of air changes in a room by Velometer
10. Determination of concentration of inflammable vapours.

<table>
<thead>
<tr>
<th>S.No .</th>
<th>Units</th>
<th>Coverage time (Each period of 75 min)</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Factors contributing to hazardous situation</td>
<td>1</td>
</tr>
<tr>
<td>7.2</td>
<td>Routes of entry</td>
<td>1</td>
</tr>
<tr>
<td>7.3</td>
<td>Concentration and types of exposure</td>
<td>1</td>
</tr>
<tr>
<td>7.4</td>
<td>Work environment monitoring – techniques &amp; procedure</td>
<td>1</td>
</tr>
<tr>
<td>7.5</td>
<td>Toxic effects of chemicals</td>
<td>1</td>
</tr>
<tr>
<td>7.6</td>
<td>Health monitoring</td>
<td>1</td>
</tr>
<tr>
<td>7.7</td>
<td>First Aid</td>
<td>1</td>
</tr>
<tr>
<td>7.8</td>
<td>PLE, TLV, IDLH, LC 50 and LD 50</td>
<td>1</td>
</tr>
<tr>
<td>7.9</td>
<td>Toxicology; Dose Vs. Response Relationship</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Total:</td>
<td>8</td>
</tr>
</tbody>
</table>

7.1 Factors contributing to hazardous situation Permissible

Limit of exposure:

TLV – TWA, STEL, Ceiling, Skin, Additive effect, Nuisance Dust, Carcinogensis.

7.2 Routes of entry The modes of entry & action of toxic materials:

Classification of contaminants & route of entry - Physical classification – Gases & vapour, particulate matter like dust, jog, fume, smoke, smog, aerosol etc. - Chemical classification – Irritants, Asphyxiants, Anesthetics & Narcotics, Systemic poisons, Sensitizers, particulate matter other than systemic poisons (Bacteria & other microorganisms).

7.3 Concentration and types of exposure
7.4 Work Environment Monitoring – Techniques & Procedures:
- Strategy for representative quantitativedsurveys.
- Air sampling – Integrated sampling, gas sampling.impingement
- Analysis of samples – Gravimetric technique, colorimeter procedure &
evaluation of samples.
- Direct Reading Techniques – colorimetry, explosive meter, other electronic
monitor.
- Industrial Hygiene EngineeringControl.

7.5 Toxic effects ofchemicals

7.6 Health Monitoring:
- Common occupational diseases & mode of causation of thesedisease.
- Diagnostic methods & methods ofprevention.
- Pre employment & periodical medicalexamination.
- Monitoring of occupational health by maintainingrecords.

7.7 First Aid:

Artificial respiration techniques and cardiac message (CPR), bandaging, burn,
fracture etc.

7.8 PEL, TLV, IDLH, LC 50 and LD50

7.9 Toxicology; Dose Vs. Response

Relationship Demonstration of Equipment
in laboratory:
- Measurement of dust concentration in work environment by counting method
using midget sampinger&microscope.
- Estimation of H2S in air
- Sampling & analysis of NH3 &Cl2
- Determination of concentration of inflammable vapours.
8. Chemical Emergency Procedures:

Rationale: Emergency plan should be prepared for significant events that threaten the viability of the organisation, periodically tested & reviewed.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Unit</th>
<th>Coverage time (Each of 75 Mins)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1</td>
<td>The Onsite Emergency Plan</td>
<td>4</td>
</tr>
<tr>
<td>8.1.1</td>
<td>Key persons and their responsibilities</td>
<td></td>
</tr>
<tr>
<td>8.1.2</td>
<td>Alarms</td>
<td></td>
</tr>
<tr>
<td>8.1.3</td>
<td>Control room</td>
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<tr>
<td>8.1.4</td>
<td>Evacuation</td>
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<td>8.1.5</td>
<td>Assembly points</td>
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<td>8.1.6</td>
<td>Emergency Control Centre</td>
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<tr>
<td>8.1.7</td>
<td>Rehearsals</td>
<td></td>
</tr>
<tr>
<td>8.1.8</td>
<td>Rehabilitation of the affected area</td>
<td></td>
</tr>
<tr>
<td>8.2</td>
<td>Off site E.P.</td>
<td>1</td>
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<tr>
<td>8.3</td>
<td>Other Emergency Procedures Disaster</td>
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</tr>
<tr>
<td></td>
<td>Management Planning</td>
<td></td>
</tr>
</tbody>
</table>

8.1 The Onsite Emergency Plan:

- The general contents of onsite emergency plan, identification of credible events, categorisation of emergency level.
- Key persons & their responsibilities, alarms, control room, evaluation, assembly points, medical organisation/responses for major accident hazard control
- Rehearsals & Rehabilitation of the affected area.
- Medical response in chemical emergency.

8.2 The off site Emergency Plan:

- Response time, contents of off site E.P. together with responsibilities
- Role of emergency planning officer.
- Rules on Emergency, Planning, Preparedness & Responses for chemical accidents-96

8.3 **Other Emergency Procedures:**

Emergency eye wash & showers, emergency kit for chlorine & ammonia.

**Disaster Management Planning**

Disaster Management Planning in Chemical Industries – Disaster Management Act – Legal Compliance

9. **Counseling and motivating for safety & health**

**Motivation, Communication & Appraisal for Safety & Health**

**Rationale:** Process measures provide not only a better tool for safety improvement but also a means of measuring employee involvement and commitment. Periodic audit should be conducted for a critical & appraisal of all elements of OH&S management system.

<table>
<thead>
<tr>
<th>S.No</th>
<th>Units</th>
<th>Coverage time (Each of 75 Mins)</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.1</td>
<td>Techniques</td>
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<tr>
<td>9.2</td>
<td>Strategies</td>
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<tr>
<td>9.3</td>
<td>At Risk Behaviours</td>
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</tr>
<tr>
<td>9.4</td>
<td>Discretionary Performance</td>
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<tr>
<td>9.5</td>
<td>Motivational Models</td>
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</tr>
<tr>
<td>9.6</td>
<td>Human Error – Prediction, Prevention and Control</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total:** 4

9.1 **Techniques**

9.2 **Strategies**

9.3 **At Risk Behaviours**

9.4 **Discretionary Performance**
9.5 Motivational Models

9.6 Human Error – Prediction, Prevention and Control

10. Others

Behavioural aspects of safety, Physiological aspects of safety – Resilience Engineering

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Units</th>
<th>Coverage time (Each of 75 Mins)</th>
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</thead>
<tbody>
<tr>
<td>10.1</td>
<td>Total quality management and ISO Series.</td>
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<td>10.2</td>
<td>Safety audit and OSHAS</td>
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</tr>
<tr>
<td>10.3</td>
<td>Environmental Management System (EMS)</td>
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<tr>
<td>10.4</td>
<td>Communication skills for safety &amp; health at work</td>
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</tr>
<tr>
<td>10.5</td>
<td>Behavioural aspects of safety</td>
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<tr>
<td>10.6</td>
<td>Physiological aspects of safety</td>
<td>1</td>
</tr>
<tr>
<td>10.7</td>
<td>Total Safety Culture</td>
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</tr>
<tr>
<td>10.8</td>
<td>Resilience Engineering</td>
<td>1</td>
</tr>
</tbody>
</table>

Total: 4

10.1 Total quality management and ISO Series.

10.2 Safety audit and OSHAS

Safety Audit – Definition, Objectives, Types of Audit, Methodology, Developing checklist for safety audit – technical aspects & management aspects.

OSHAS

10.3 Environmental Management System (EMS)

10.4 Communication skills for safety & health at work

Types of communication, barriers of effective communication and how to overcome these barriers.

10.5 Behavioural aspects of safety
10.6 Physiological aspects of safety

10.7 Total Safety Culture

At Risk Behaviour – Discretionary Performance - Motivational Models – Human Error – Prediction, Prevention and Control

10.8 Resilience Engineering
ANNEXURE-V

Basic Laboratory facilities/equipments to be maintained: I- Industrial Hygiene Laboratory

1. Personal Samplers
2. Filter Discs
3. Analytical Balance
4. Rotameter
5. Detector tubes for Carbon Monoxide, ammonia, Chlorine etc
6. Gas Monitors for common chemical gases like Carbon Monoxide, ammonia, Chlorine etc
7. Glassware and chemicals
8. Analytical Instruments like Spectrophotometer etc
9. WBGT Meter or Globe Thermometer and Whirling Hygrometer
10. Explosimeter

II - Safety Engineering Laboratory

1. Sound Level Meter
2. Illumination Level Meter
3. Vibration Meter
4. Static Electricity Meter

III. Industrial Medicine Laboratory

1. Audiometry
2. Titmus Vision Test
3. PFT
## ANNEXURE-VI

Study & Evaluation Scheme for Certificate Course in Safety & Health for Supervisory Personnel Working in Hazardous Process

<table>
<thead>
<tr>
<th>Curriculum (Total periods) (Each of 75 Mins)</th>
<th>Subject</th>
<th>Scheme of Examination</th>
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<tbody>
<tr>
<td></td>
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<td><strong>Theory</strong></td>
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<tr>
<td></td>
<td></td>
<td>Max. Marks</td>
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<tr>
<td>11</td>
<td>-</td>
<td>1. Statutory Provision</td>
</tr>
<tr>
<td>9</td>
<td>-</td>
<td>2. Basic Principles of Accident Prevention</td>
</tr>
<tr>
<td>6</td>
<td>-</td>
<td>3. Techniques of Identification of Hazards</td>
</tr>
<tr>
<td>4</td>
<td>-</td>
<td>4. Control Techniques</td>
</tr>
<tr>
<td>16</td>
<td>-</td>
<td>5. Chemical Hazards &amp; Specific Control Measures</td>
</tr>
<tr>
<td>9</td>
<td>-</td>
<td>6. Fire &amp; Explosion Hazards</td>
</tr>
<tr>
<td>8</td>
<td>2</td>
<td>7. Health Hazards due to Chemical Exposures</td>
</tr>
<tr>
<td>6</td>
<td>-</td>
<td>8. Chemical Emergency Preparedness</td>
</tr>
<tr>
<td>4</td>
<td>-</td>
<td>9. Motivation, Communication &amp; Appraisal for Safety &amp;</td>
</tr>
<tr>
<td>4</td>
<td>-</td>
<td>10. Others</td>
</tr>
<tr>
<td>-</td>
<td>5</td>
<td>11. Factory visit &amp; preparation of Report</td>
</tr>
<tr>
<td>-</td>
<td>3</td>
<td>12. Student Centered Activities (Films, visits to safety centre etc)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13. Oral Examination</td>
</tr>
<tr>
<td>75</td>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>
GUIDELINES FOR ADVANCED DIPLOMA IN INDUSTRIAL SAFETY (ADIS) / DIPLOMA IN INDUSTRIAL SAFETY (DIS) / POST DIPLOMA IN INDUSTRIAL SAFETY (PDIS) TO BE CONDUCTED AT CENTRAL LABOUR INSTITUTE, MUMBAI & REGIONAL LABOUR INSTITUTE CHENNAI, FARIDABAD, KANPUR AND KOLKATA

ABOUT THE COURSE

Rapid Technological developments and large scale Mechanization in Petrochemical, Chemical, Engineering Industries, Construction activities, etc. have resulted in complex Safety & Health problems in these Industries. Hence these Industries need the services of qualified safety professionals exclusively to take care of various Safety and Health aspects of their personnel/other persons who are likely to be affected by any adverse effects arising from these Industries. Recognizing this need and also to facilitate the Factory Management in fulfilling the Statutory requirements regarding appointment of Safety officers under Section 40-B of The Factories Act, 1948, Central Labour Institute, Mumbai / Regional Labour Institutes Chennai, Faridabad, Kanpur and Kolkata have been conducting the one year Diploma Course in Industrial Safety.

The ADIS / DIS / PDIS offered by the Central Labour Institute, Mumbai and Regional Labour Institutes Chennai, Faridabad, Kanpur and Kolkata is a recognized statutory qualification for appointment as Safety Officers as per The Factories Act, 1948. These Diplomas are awarded by the Directorate of Technical Education of the respective State Governments.

DURATION

This is a FULL TIME Course and the duration of the Course is One year.

METHODOLOGY

a) The Course will be conducted through class room sessions, lectures, discussions, case studies, Laboratory exercises, Factory visits, etc. The students are required to carry out one project work & term work and two laboratory works during the course of the programme, as a requirement under the syllabus.

b) Term work and project work which are the part of the course will have to be carried out only in the sponsoring organization by the sponsored candidates. Under no circumstance, the sponsored students will be permitted to carry out the term work and project work other than in the sponsoring organization.
c) The non-sponsored candidates will have to make their own arrangement for carrying out the project and term work and the Institute will nowhere be responsible identifying organization in this regard. No letter will be issued by the Institutes for carrying out Project work & term work in this regard.

EXAMINATION

The students will have to appear for Final Examination which will be conducted by the Board of Examinations, Directorate of Technical Education of the concerned State Governments. The Examination consists of theory papers, project work, term work and practical. The Diploma will be awarded to the successful candidates in the Examination by the respective Technical Education Boards. Note: (a). The Students studying at RLI, Kolkata will have to undergo examinations in two semesters of 6 month each as conducted by the West Bengal State Council of Technical Education.

QUALIFICATION & EXPERIENCE

A. Educational Qualifications:

Recognized Degree or Diploma in any branch of Technology / Engineering or Recognized Degree in Physics or Chemistry as the Major Subject.

Note : (a) Science graduates (B.Sc.) with Physics, Chemistry & Mathematics as main subjects will be considered at RLI, Kolkata.

(b) B.Sc/M.Sc degree from College/University approved by UGC, will only be considered.

(c) Diploma and B.E/B.Tech degree from institutes approved by AICTE or from University Approved by UGC, will only be considered.

(d) Candidates already having the qualification like Diploma in Industrial Safety will not be considered for admission. (e) Candidates with higher qualifications in Industrial Safety shall be considered only if vacancy exists.

B. Experience:

Practical experience in a Supervisory Capacity for 2 years in the case of Degree in Engineering/Technology and 5 years in the case of Diploma in Engineering/Technology or Degree in Physics or Chemistry in the following fields: Manufacturing, Maintenance or Safety Department in a Factory as defined under The Factories Act, 1948. Or Research, Training or Education in the field of Industrial Safety. Or Government Department in the
Administration of any Safety Legislation. Or Building and other Construction works as defined under The Building and Other Construction Workers’ (Regulation of Employment and Conditions of Service) Act, 1996. The establishment should have registration under the BOCW Act with respective state governments. Or Port or Dock work as defined under The Dock Workers (Safety, Health and Welfare) Act, 1986. The establishment/ agency should have registration with the respective Port Authority or State Government.

FEES AND OTHER CHARGES

a) Course Fee: Rs.10,000/- (Subjected to Revision by the Competent Authority) to be paid by Crossed Demand Draft (separate DD) drawn in favour of respective Institutes i.e. Central Labour Institute, Mumbai and Regional Labour Institutes at Chennai, Faridabad, Kanpur and Kolkata at the time of admission. The fee once paid will not be refunded.

b) Caution Money Deposit: Rs. 2500/- (Subjected to Revision by the Competent Authority) to be paid by Crossed Demand Draft (Separate DD) drawn in favour of the respective Institutes i.e. Central Labour Institute, Mumbai and Regional Labour Institutes at Chennai, Faridabad, Kanpur and Kolkata at the time of admission, as Caution Money Deposit. This amount is refundable subject to recoveries, if any, at the end of the course.

c) Examination Fee: Examination and other related fees as prescribed by the Board of Examinations, Directorate of Technical Education of the concerned State Governments are payable by the students.

Other Expenses:

The expenditure incurred towards purchase of books, course materials, stationeries, preparation of Project / Term Work reports, TA/DA charges in connection with the local / outstation factory visits, Seminar fee, Examination fees, etc. are to be borne by the sponsoring organizations / students.

SUBMISSION OF APPLICATION

a) The prescribed application Form complete in all respects, together with self attested copies of certificates, in duplicate shall be prepared and two copies of the application shall be sent only to “The Chairman, Central Scrutiny Committee for ADIS / DIS / PDIS Course, Central Labour Institute Building, Sion, Mumbai – 400 022” only.

b) No application will be received by any of the Regional Labour Institutes / Central Labour Institute under any circumstances.
### Guidelines for carrying out testing of respiratory and non-respiratory Personal Protective Equipment

**Performance Test Reports of Respiratory Personal Protective Equipment:**

The samples received from manufacturers/user industries are tested in the laboratory as per the guidelines and standards specified by the Bureau of Indian Standards, as per the details given below

<table>
<thead>
<tr>
<th>Type of PPE</th>
<th>BIS Standard and related Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CANISTER TYPE</strong></td>
<td><strong>IS:8523 – 1977 (Reaffirmed in February, 1991)</strong></td>
</tr>
<tr>
<td>(Gas Mask)</td>
<td>Performance Tests :</td>
</tr>
<tr>
<td>(1) Front or Back Mounted</td>
<td>(1) Breathing Resistance :</td>
</tr>
<tr>
<td></td>
<td>(i) Inhalation Resistance and</td>
</tr>
<tr>
<td></td>
<td>(ii) Exhalation Resistance</td>
</tr>
<tr>
<td>(2) Chin Type</td>
<td>(2) Life and efficiency of sorbents against the specific gas/vapour :</td>
</tr>
<tr>
<td></td>
<td>(i) With Equilibration and</td>
</tr>
<tr>
<td></td>
<td>(ii) Without Equilibration</td>
</tr>
<tr>
<td>(3) Escape Type</td>
<td>(3) Valve leakage test and</td>
</tr>
<tr>
<td></td>
<td>(4) Face Piece fitness test</td>
</tr>
<tr>
<td></td>
<td><strong>CARTRIDGE TYPE</strong></td>
</tr>
<tr>
<td></td>
<td><strong>IS : 8522-1977 (Reaffirmed in February, 1991)</strong></td>
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<tr>
<td></td>
<td>Similar tests as mentioned above</td>
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<tr>
<td><strong>DUST RESPIRATOR</strong></td>
<td><strong>IS : 9473 – 1980 (Reaffirmed in February, 1991)</strong></td>
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<tr>
<td></td>
<td>(1) Breathing Resistance</td>
</tr>
<tr>
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<td>(i) Inhalation Resistance and</td>
</tr>
<tr>
<td></td>
<td>(ii) Exhalation Resistance</td>
</tr>
<tr>
<td></td>
<td>(2) Efficiency of the filter against silica dust</td>
</tr>
<tr>
<td></td>
<td>(3) Valve leakage test</td>
</tr>
<tr>
<td></td>
<td>(4) Pressure tightness test</td>
</tr>
<tr>
<td></td>
<td>(5) Coal dust tightness test</td>
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</tbody>
</table>
Performance Test Reports of Non-Respiratory Personal Protective Equipment

The samples received from manufacturers/user industries are tested in the laboratory as per the guidelines and standards specified by the Bureau of Indian Standards, as per the details given below:

<table>
<thead>
<tr>
<th>Sl no</th>
<th>Name of PPE</th>
<th>Test as per BIS standard</th>
</tr>
</thead>
</table>
| 1     | Safety Helmet  
IS:2925-1984 | i. Shock absorption resistance  
ii. Penetration resistance  
iii. Flammability Resistance  
iv. Water Absorption  
v. Heat Resistance  
vi. Electrical resistance  
vii. Sterilization |
| 2     | Eye Protectors/  
Safety Goggles  
Safety Spectacle  
IS: 5983-1980  
IS: 7524(Part-I)-1979  
IS: 7524(Part-II)-1979 | i. Non-Optical tests  
ii. Stability at elevated temperature  
iii. Test for Robustness  
iv. Resistance to corrosion of metal parts  
v. Proof against chemical splashes  
vi. Optical Tests  
vi. Spherical, cylindrical powers  
ix. Determination of transmittance (UV/VIS/IR) |
| 3     | Welding Helmet/  
Welding Hand Shield  
IS: 1179 -1967 | i. Corrosion Resistance of metal parts  
ii. Disinfection  
iii. Flammability |
| 4     | Welding Filter :  
ii. Optical-Power Spherical ,Cylindrical  
iii. Robustness  
iv. Transmittance |
| 5     | Filter Cover for welding filter | i. Stability at elevated temperature  
ii. Optical-Power test |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th>i. Impact Resistance</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>ii. Penetration Resistance</td>
</tr>
<tr>
<td>6.</td>
<td>Visor</td>
<td>iii. Flammability Resistance</td>
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<td></td>
<td>IS:9973-1981</td>
<td>iv. Transmittance</td>
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<td>7.</td>
<td>Face Shield with Plastic Visor</td>
<td>i. Visual and Dimensional Examination</td>
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<td></td>
<td>iii. Visible Transmittance</td>
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<tr>
<td></td>
<td></td>
<td>iv. Flammability</td>
</tr>
<tr>
<td></td>
<td></td>
<td>v. Disinfection</td>
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<td>8.</td>
<td>Safety Shoes</td>
<td>1. Impact test for toe caps</td>
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<tr>
<td></td>
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<td>ii. HardnessIS3400(Part-II)/12240(Part-6)-1988</td>
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<tr>
<td></td>
<td></td>
<td>iii. Electrical resistivity (Antistatic) IS:3400(Part-XV)-1971</td>
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<td>iv. Oil ResistanceIS:11226/13469-1992</td>
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<td></td>
<td>vi. Tensile Strength</td>
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<tr>
<td></td>
<td></td>
<td>vii. Elongation at break</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Chrome upper leather</td>
</tr>
<tr>
<td></td>
<td></td>
<td>i. Tensile Strength</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ii. Elongation at Break</td>
</tr>
<tr>
<td></td>
<td></td>
<td>iii. Chromium content as Cr₂O₃</td>
</tr>
<tr>
<td></td>
<td></td>
<td>i. Impact test</td>
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<tr>
<td></td>
<td></td>
<td>ii. Compression test</td>
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<td>iii. Internal diameter of toe cap</td>
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<td></td>
<td>iv. Size/design</td>
</tr>
<tr>
<td></td>
<td></td>
<td>v. Nail penetration</td>
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<td></td>
<td>vi. Energy Absorption</td>
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<td></td>
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<td>vii. Oil resistance</td>
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<td></td>
<td></td>
<td>viii. Electrical Resistivity (Antistatic)</td>
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<tr>
<td></td>
<td></td>
<td>ix. Thickness</td>
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<tr>
<td></td>
<td>Chrome upper leather</td>
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</tr>
<tr>
<td>---</td>
<td>----------------------</td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>Tensile Strength</td>
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<tr>
<td>ii.</td>
<td>pH</td>
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</tr>
<tr>
<td>iii.</td>
<td>Chromium content as Cr₂O₃</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>9.</th>
<th>(b) Rubber /PVC Knee Boots (Gum Boots)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IS:12254-1993</td>
</tr>
<tr>
<td>1.</td>
<td>Rubber/PVC Sole and heels</td>
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<tr>
<td></td>
<td>i. Impact test (IS:12254)</td>
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<td></td>
<td>ii. Thickness</td>
</tr>
<tr>
<td></td>
<td>iii. Hardness</td>
</tr>
<tr>
<td></td>
<td>iv. Oil resistance</td>
</tr>
<tr>
<td></td>
<td>v. Tensile strength at modulus 100%</td>
</tr>
<tr>
<td></td>
<td>vi. Elongation at break</td>
</tr>
<tr>
<td>2.</td>
<td>Ruber –upper testing –</td>
</tr>
<tr>
<td></td>
<td>a. Thickness</td>
</tr>
<tr>
<td></td>
<td>b. Relative density</td>
</tr>
<tr>
<td></td>
<td>c. Hardness</td>
</tr>
<tr>
<td></td>
<td>d. Aging tests-heat treatment IS-3400(Part-IV)</td>
</tr>
<tr>
<td></td>
<td>e. Oil Resistance test</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>10.</th>
<th>Safety belt</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IS 3521:1999</td>
</tr>
<tr>
<td>i.</td>
<td>Performance test</td>
</tr>
<tr>
<td>ii.</td>
<td>Dynamic test</td>
</tr>
<tr>
<td>iii.</td>
<td>Static test</td>
</tr>
<tr>
<td>iv.</td>
<td>Flammability test</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>11.</th>
<th>Safety Gloves</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Natural Rubber for Electrical use)</td>
</tr>
<tr>
<td></td>
<td>IS:4770-1991</td>
</tr>
<tr>
<td>i.</td>
<td>Test Potential and Leakage current</td>
</tr>
<tr>
<td>ii.</td>
<td>Breakdown voltage</td>
</tr>
<tr>
<td>iii.</td>
<td>Thickness</td>
</tr>
<tr>
<td>iv.</td>
<td>Tensile Strength</td>
</tr>
<tr>
<td>v.</td>
<td>Elongation at break</td>
</tr>
<tr>
<td>vi.</td>
<td>Tear strength</td>
</tr>
<tr>
<td>vii.</td>
<td>Tensile Stress at 200% elongation</td>
</tr>
<tr>
<td>viii.</td>
<td>After ageing</td>
</tr>
<tr>
<td>a.</td>
<td>Tensile Strength</td>
</tr>
<tr>
<td>b.</td>
<td>Elongation at break</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12.</th>
<th>Safety Clothing /Safety Gloves</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Leather)</td>
</tr>
<tr>
<td></td>
<td>IS:2573-1986</td>
</tr>
<tr>
<td>i.</td>
<td>Size and Dimension</td>
</tr>
<tr>
<td>ii.</td>
<td>Tensile Strength</td>
</tr>
<tr>
<td>iii.</td>
<td>Elongation at break</td>
</tr>
<tr>
<td>iv.</td>
<td>Chromium Content</td>
</tr>
<tr>
<td>v.</td>
<td>pH value</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13.</th>
<th>Dust Filter/ Respiratory mask</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IS 9473:2002</td>
</tr>
<tr>
<td>i.</td>
<td>Breathing resistance</td>
</tr>
<tr>
<td>ii.</td>
<td>Filter penetration test</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>14.</th>
<th>Chemical respirators/ canister IS</th>
</tr>
</thead>
<tbody>
<tr>
<td>i.</td>
<td>Breathing resistance test</td>
</tr>
<tr>
<td>ii.</td>
<td>Protection Capacity Test</td>
</tr>
</tbody>
</table>
| 15323:2003 | iii. Mechanical Strength Test  
iv. Weight test |
|---|---|
| 15. SCBA Breathing air Quality Test | i. Carbon Monoxide  
ii. Carbon Dioxide  
iii. Oil mist  
iv. Odour |

**INSTITUTIONAL FEE**

The present charges (inclusive GST) for the services rendered by the laboratory for testing of different types of Non-Personal Protective Equipment are given below:

**NON- RESPIRATORY PERSONAL PROTECTIVE EQUIPMENT**

<table>
<thead>
<tr>
<th>Type of Respirator</th>
<th>No of sample required for testing</th>
<th>Institute Fee (Per Sample)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety Goggles, Face Shield, Safety Hand-gloves, Safety Ear Muff and Ear Plug, Chemical Apron / Suit</td>
<td>2 nos each</td>
<td>Rs. 2000/-</td>
</tr>
<tr>
<td>Safety Helmet</td>
<td>4 nos each</td>
<td>Rs. 2000/-</td>
</tr>
<tr>
<td>Safety shoe</td>
<td>2 nos of pair</td>
<td>Rs. 4000/-</td>
</tr>
<tr>
<td>Safety Belt &amp; Full Body Harness</td>
<td>2 nos each</td>
<td>Rs. 4000/-</td>
</tr>
</tbody>
</table>

* The samples along with institute fee (Demand Draft or cheque in favour of Central Labour Institute) should be submitted along-with letter on sender letterhead. Payment may be made through [www.bharatkosh.gov.in](http://www.bharatkosh.gov.in)
Guidelines for award of NSA and VRP

VISHWAKARMA RASHTRIYA PURASKAR(VRP)

INTRODUCTION

"Suggestion Schemes" are being operated in many progressive industrial undertakings in the country for the last several years. These "Schemes" operate on plant wide basis. Good suggestions leading to outstanding achievement or good performance on the part of workers in increasing productivity, quality, safety, working conditions, import substitution etc. are suitably rewarded by the Management at the enterprise level with financial & non-financial incentives including prizes & citation. The quantum of the prize money is generally related to the anticipated annual savings in the cost of production, resulting from the implementation of the suggestion at the plant level.

With the growing tempo of industrialization, it was considered desirable to provide for public recognition of outstanding achievement on the part of the workers, at the national level, so that, the workers could feel that they were accorded a place similar to that of other recipient of Rashtriya Puraskars for outstanding achievements in the other walks of life. The Government of India, Ministry of Labour & Employment has, therefore, instituted Vishwakarma Rashtriya Puraskar Scheme (previously known as Shram Vir National Awards) in the year 1965 for rewarding & recognizing the efforts of workers from the industrial undertakings at the national level. Since then this scheme has been in operation. This scheme is applicable for workers employed in the factories & docks.

BASIS OF AWARDS

The scheme is open to such Industrial Undertakings where Suggestion Schemes in the form of Quality Circles, General Suggestion Scheme, Safety Suggestion Scheme, Kaizen Schemes & Small Group Activities etc. are in operation. Suggestions accepted by the management and adopted during the previous calendar year in respect of any of the following qualify for the consideration of Vishwakarma Rashtriya Puraskar (VRP).

1. Inventions and improvements that bring about saving in materials including fuel & power reduction in production time and improvement in the utilization of plant and equipment;

2. Improving ways and means for using indigenous materials in the place of imported ones (Import substitution);

3. Better utilization of machinery & equipment, waste or scrap material for raising productivity;
4. Lightening physical efforts/ergonomic interventions in certain operations and thereby leading to reduced fatigue & increased productivity;

5. Improvement of working conditions including safety, health and welfare, safety standards, safety devices and environmental conditions and improvement in methods for prevention of occupational diseases;

6. Increased efficiency of the organization and management;

7. Improvement in quality of products or their designs & packing methods;


**NUMBER OF AWARDS**

There are Total Twenty eight (28) Awards under the following three classes:

- **CLASS “A” OR PRATHAM SHRENI** - (5) FIVE CASH AWARDS OF Rs. 75,000/- * EACH
- **CLASS “B” OR DWITIYA SHRENI** - (8) EIGHT CASH AWARDS OF Rs. 50,000/- * EACH
- **CLASS “C” OR TRITIYA SHRENI** - (15) FIFTEEN CASH AWARDS OF Rs.25,000/- * EACH

* REVISED PRIZE MONEY

**PROCEDURE FOR THE GRANT OF AWARDS**

Each year applications are invited in the prescribed format for the grant of awards through advertisement in important national & local newspapers. Respective managements of the organization where these suggestion schemes are in operation are required to send the applications on behalf of the workers. The accepted applications are evaluated by both Internal and External Evaluation Committees consisting of Three Experts in each with specialization in Mech. Engg./Production Engg./ Indus. Engg./ Elect. Engg./Chemical Engg./Ergonomics/Envir. Engg/General Magt. The applications so evaluated by both the Committees are adjudged by a Tripartite Awards Committee appointed by the Ministry of Labour & Employment, Government of India, solely on the basis of their technical ability and expertise. The Tripartite Awards Committee consists of representatives from Government, Employers & Employees.
AWARDS DISTRIBUTION FUNCTION

The VishwaKarma Rashtriya Puraskar (VRP) for each Performance Year will be granted to the awardees by the Hon’ble Union Labour & Employment Minister, Govt. of India at a special function to be held in New Delhi. Usually, the function is held each year on 17th September to coincide with the Vishwakarma Day.
NATIONAL SAFETY AWARDS

INTRODUCTION

To give recognition to good safety performance on the part of Industrial Establishments and to stimulate and maintain the interest of both the managements and the workers in accident prevention and safety promotion programmes, the Government of India instituted National Safety Awards (NSA) in the year 1965. Initially the NSA was instituted for factories registered under the Factories Act, 1948 which work One million man-hours or more during the contest year. From the year 1971, separate schemes were introduced for factories working less than One million manhours and also for Ports. From the year 1978 two more schemes were introduced for factories working more than one lakh and less than two and half lacs manhours during each year of the contest period. Further, the schemes which existed prior to 1978 were modified in 1978 as per the decision of the Awards Committee specially constituted for this purpose by the Ministry of Labour and Employment, Govt. of India. At present there are twelve schemes whose details are furnished as below. These schemes are operated by the Directorate General Factory Advice Service and Labour Institutes (DGFASLI), Mumbai, under the Ministry of Labour and Employment, Government of India.

The Schemes I to X are applicable to the Factories registered under the Factories Act, 1948, Construction Sites under the Building & Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and Installations under Atomic Energy Regulatory Board (AERB). The Schemes XI to XII are applicable to establishments under Ports.

BASIS OF AWARDS

FOR FACTORIES/CONSTRUCTION SITES/INSTALLATIONS UNDER AERB, WORKING ONE MILLION MANHOURS AND MORE

Scheme I: Based on Lowest Average Frequency Rate

There is one Winner and one Runner-up in each of the 15 Groups of industries as given in the Schedule which achieve the lowest average weighted accident frequency rate over a period of three preceding consecutive years ending with the performance year. Each awardee will be presented with a shield and a certificate of merit. The weighted frequency rate is the sum of –
(i) The number of non-fatal accidents per million manhours worked
(ii) The number of total fatal accidents per million manhours worked multiplied by ten and
(iii) No. of total permanent disabled cases per million manhours worked multiplied by ten.

**Scheme II : Based on Accident Free Year**

There is one winner and one runner-up in each of the 15 groups of industries as given in the Schedule which has worked the largest number of manhours, without any fatal/non-fatal accident/total permanent disability during the performance year. Each awardee will be presented with a shield and a certificate of merit.

**FOR FACTORIES/CONSTRUCTION SITES/INSTALLATIONS UNDER AERB, WORKING LESS THAN ONE MILLION MANHOURS SUBJECT TO A MINIMUM OF HALF A MILLION MANHOURS**

**Scheme III : Based on Lowest Average Frequency Rate**

There is one Winner and one Runner-up in each of the 11 Groups of industries as given in the Schedule which achieve the lowest average weighted accident frequency rate over a period of three preceding consecutive years ending with the performance year. Each awardee will be presented with a shield and a certificate of merit.

**Scheme IV : Based on Accident Free Year**

There is one winner and one runner-up in each of the 11 groups of industries as given in the Schedule which has worked the largest number of manhours, without any fatal/non-fatal accident/total permanent disability during the performance year. Each awardee will be presented with a shield and a certificate of merit.

**FOR FACTORIES/CONSTRUCTION SITES/INSTALLATIONS UNDER AERB, WORKING LESS THAN HALF MILLION MANHOURS SUBJECT TO A MINIMUM OF ONE QUARTER MILLION MANHOURS**

**Scheme V : Based on Lowest Average Frequency Rate**

There is one Winner and one Runner-up in each of the 11 Groups of industries as given in the Schedule which achieve the lowest average weighted accident frequency rate over a period of three preceding consecutive years ending with the
performance year. Each awardee will be presented with a shield and a certificate of merit.

Scheme VI : Based on Accident Free Year

There is one winner and one runner-up in each of the 11 groups of industries as given in the Schedule which has worked the largest number of manhours, without any fatal/non-fatal accident/total permanent disability during the performance year. Each awardee will be presented with a shield and a certificate of merit.

FOR FACTORIES/CONSTRUCTION SITES/INSTALLATIONS UNDER AERB, WORKING LESS THAN ONE QUARTER MILLION MANHOURS SUBJECT TO MINIMUM OF ONE LAKH MANHOURS

Scheme VII : Based on Lowest Average Frequency Rate

There is one Winner and one Runner-up in each of the 11 Groups of industries as given in the Schedule which achieve the lowest average weighted accident frequency rate over a period of three preceding consecutive years ending with the performance year. Each awardee will be presented with a shield and a certificate of merit.

Scheme VIII : Based on Accident free Year

There is one winner and one runner-up in each of the 11 groups of industries as given in the Schedule which has worked the largest number of manhours, without any fatal/non-fatal accident/total permanent disability during the performance year. Each awardee will be presented with a shield and a certificate of merit.

FOR FACTORIES/CONSTRUCTION SITES/INSTALLATIONS UNDER AERB, WORKING LESS THAN ONE LAKH MANHOURS SUBJECT TO MINIMUM OF FIFTY THOUSAND MANHOURS.

( NEWLY INTRODUCED)

Scheme IX : Based on Lowest Average Frequency Rate

There is one Winner and one Runner-up in each of the 11 Groups of industries as given in the Schedule which achieve the lowest average weighted accident frequency rate over a period of three preceding consecutive years ending with the performance year. Each awardee will be presented with a shield and a certificate of merit.
Scheme X: Based on Accident free Year

There is one winner and one runner-up in each of the 11 groups of industries as given in the Schedule which has worked the largest number of manhours, without any fatal/non-fatal accident/total permanent disability during the performance year. Each awardee will be presented with a shield and a certificate of merit.

FOR PORTS

Scheme XI: For work on ships (Based on Lowest Average Frequency Rate) – Previously designated as Scheme IX

Provides for the grant of three awards to employer handling any cargo, except bulk oil on board the ship who achieves the lowest average weighted frequency rate of accidents over a period of three consecutive years ending in the performance year. One award is for employers who work a minimum of 1,00,000 man-hours (Group A) during each of the three consecutive years ending in the performance year. The second award is for employers who work a minimum of 50,000 manhours but less than 1,00,000 manhours (Group B) and the third award is for employers who work a minimum of 25,000 manhours but less than 50,000 (Group C) manhours during each of the three consecutive years. Under each group a shield is given to the winner and the runner-up. A certificate of merit is also given to the awards winners.

Scheme XII: For work on shore (Based on Lowest Average Frequency Rate) - Previously designated as Scheme X

Provides for the grant of three awards for shore employers, including port authorities, who achieve the lowest average weighted frequency rate over a period of three consecutive years ending in the performance year. One award is for employers who work a minimum of 2,50,000 manhours (Group A) during each of the three consecutive years ending in the performance year. The second award is for employers who work a minimum of 1,00,000 manhours but less than 2,50,000 manhours (Group B) and the third award is for employers who work less than 1,00,000 manhours but subject to minimum of 25,000 manhours (Group C) during each of the three consecutive years. Under each group a shield is given to the winner and runner-up. A certificate of merit is also given to the awards winners.
PROCEDURE FOR THE GRANT OF AWARDS

Every year applications are invited in the prescribed form for the grant of the awards through advertisement in important national and regional newspapers. Organisations are required to apply for awards under each scheme as applicable to them. The applications are adjudged by Tripartite Awards Committee constituted for three years by the Ministry of Labour and consisting of not less than five members selected solely on the basis of their experience and technical ability. The decision of the Awards Committee is final with regard to the final result.

AWARDS DISTRIBUTION FUNCTION

The National Safety Awards (NSA) for each Performance Year will be granted to the winners and Runners up by the Hon'ble Labour & Employment Minister, Govt. of India, in a special function to be held in New Delhi. Usually the function is held each year on 17th September to coincide with the Vishwakarma Day.

SCHEDULES FOR SCHEMES I AND II

1. Manufacture of Textiles
3. Manufacture of Chemicals & Chemical Products
4. Manufacture of Coke & Refined Petroleum Products
5. Manufacture of Rubber & Plastic Products
6. Manufacture of Machinery & Equipment other than Electrical Machinery & apparatus.
7. Manufacture of Electrical Machinery and apparatus.
8. Manufacture of Electrical & Electronic machinery & equipment/apparatus & Medical Precision and optical instruments and watches and clocks.
9. Manufacture of Transport Equipment
11. Manufacture of Basic Metals & Fabricated Metal Products Except Machinery & Equipment.
13. Manufacture of Food Products and Beverages.
14. Construction
15. Miscellaneous (not included elsewhere)

SCHEDULES FOR SCHEMES III, IV, V, VI, VII, VIII, IX AND X

1. Manufacture of Textiles
2. Manufacture of Chemicals and Chemical Products
3. Tanning and Dressing of Leather: Manufacture of Luggage, Handbags, Saddlery, Harness and Footwear.
4. Manufacture of Rubber and Plastic Products
6. Manufacture of Food Products & Beverages.
7. Manufacture of Electrical and Electronic machinery & apparatus, Medical Precision and optical Instruments, Watches and Clocks.
8. Manufacture of Machinery and Equipment except Electrical machinery.
9. Manufacture of Fabricated Metal Products Except Machinery and Equipment
10. Construction
11. Miscellaneous (not included elsewhere)
Safety Guidelines for Hoist and Lift

1. **INTRODUCTION:**

Lifts and hoists are used for raising or lowering persons and goods from one floor to another within a building. They are driven by electric motor either directly (electric lifts) or indirectly through the movement of a liquid under pressure generated by a pump driven by electric motor (hydraulic lifts).

Electric lifts are almost exclusively driven by traction machines, geared or gearless, depending upon speed of the cage/car. The designation “traction” means that the power of electric motor is transmitted to the multiple rope suspension of the cage/car and counterweight by friction between specially shaped grooves of the driving or “traction” sheaves of the machine and the ropes. This one of the several safety features of the system, because, when the counterweight land on the buffer in the pit, traction ceases and the power is no longer available to move the system, cage/car-ropes-counterweight, into the upper structure.

2. **BASICS OF WORKING OF A LIFT:**

The sheave grips the hoist ropes, so when the sheave rotates, the ropes also move. The sheave is connected to electric motor (2). When the motor turns one way, the sheave raises the elevator; when the motor turns the other way, the sheave lowers the elevator. In gearless elevators, the motor rotates the sheaves directly. In geared elevators, the motor turns a gear train that rotates the sheave. Typically, the sheave, the motor and the control system (1) are all housed in a machine room above the elevator shaft. The ropes that lift the car are also connected to a counterweight (4), which hangs on the other side of the sheave. The counterweight weighs about the same as the car filled to 40-percent capacity. In other words, when the car is 40 percent full (an average amount), the counterweight and the car are perfectly balanced.

The purpose of this balance is to conserve energy. With equal loads on each side of the sheave, it only takes a little bit of force to tip the balance one way or the other. The motor only has to overcome friction -- the weight on the other side does most of the work. To put it another way, the balance maintains a near constant potential energy level in the system as a whole. Using up the potential energy in the elevator car (letting it descend to the ground) builds up the potential energy in the weight (the weight raises to the top of the shaft). The same thing happens in reverse when the elevator goes up. The system is just like a see-saw that has an equally heavy kid on each end.

Both the elevator car and the counterweight ride on guide rails (5) along the sides of the elevator shaft. The rails keep the car and counterweight from swaying back and forth, and they also work with the safety system to stop the car in an emergency.
3. **GENERAL SAFETY REQUIREMENTS:**

i. Passenger and goods lifts should comply with safety requirements with view to safeguarding people and the objects against the risk of accidents associated with their operations. Possible accidents with such equipment include shearing; crushing; falling; impacts; trapping; fire; electrocution; damage to material etc. The persons to be safeguarded are the users; maintenance and inspection personnel and the persons outside the lift well and in the machine room. The objects to be safeguarded are the material in the cage/car; the component of the lift installed and the building.

ii. All components of the lift should be properly designed and should be of sound mechanical and electrical construction having adequate strength and quality.

iii. Shearing is prevented by providing adequate clearances between moving components and between moving and fixed parts.

iv. Crushing is prevented by safeguarding /providing sufficient headroom at the top of the cage/car in its highest position and the upper structure and a clear space in the pit for persons to remain safely when the cage/car is in its lowest position.

v. Protection against falling down the well is obtained by properly closed doors without any opening and by preventing the movement of the machine through cutting off the power to the control circuit until the doors are fully closed and safely locked.

vi. Impact is limited by restraining the kinetic energy of closing power operated doors, trapping of persons in the cage/car, by providing unlocking device on the doors and a means of lifting the brakes and moving the machine by hand.

vii. Overloading of the cage/car is prevented by a strict ratio between the rated load and net floor area of the cage/car.

4. **GOVERNOR:**

This system prevents over speeding of the cage. Most governor systems are built around a sheave positioned at the top of the elevator shaft. The governor rope is looped around the governor sheave and another weighted sheave at the bottom of the shaft. The rope is also connected to the elevator car, so it moves when the car goes up or down. As the car speeds up, so does the governor.

In this governor, the sheave is outfitted with two hooked flyweights (weighted metal arms) that pivot on pins. The flyweights are attached in such a way that they can swing freely back and forth on the governor. But most of the time, they are kept in position by a high-tension spring. As the rotary movement of the governor builds up, centrifugal force moves the flyweights outward, pushing against the spring. If the elevator car falls fast enough, the centrifugal force will be strong enough to push the ends of the flyweights all the way to the outer edges of the governor. Spinning in this position, the hooked ends of the flyweights catch
hold of ratchets mounted to a stationary cylinder surrounding the sheave. This works to stop the governor.

The governor ropes are connected to the elevator car via a movable actuator arm attached to a lever linkage. When the governor ropes can move freely, the arm stays in the same position relative to the elevator car (it is held in place by tension springs). But when the governor sheave locks itself, the governor ropes jerk the actuator arm up. This moves the lever linkage, which operates the brakes.

In this design, the linkage pulls up on a wedge-shaped safety, which sits in a stationary wedge guide. As the wedge moves up, it is pushed into the guide rails by the slanted surface of the guide. This gradually brings the elevator car to a stop.

5. **BRAKES:**

Lifts also have electromagnetic brakes that engage when the cage comes to a stop. The electromagnets actually keep the brakes in the open position, instead of closing them. With this design, the brakes will automatically clamp shut if the elevator loses power.

Lifts also have automatic braking systems near the top and the bottom of the elevator shaft. If the lift cage moves too far in either direction, the brake brings it to a stop.

If all else fails and the lift does fall down the shaft, there is one final safety measure that will probably save the passengers. The bottom of the shaft has a heavy-duty shock absorber system -- typically a piston mounted in an oil-filled cylinder. The shock absorber works like a giant cushion to soften the elevator cage’s landing.

6. **EXAMINATION AND TESTS:**

Prior to putting a lift into service and also when some modification /alteration major repair work is done, it should be examined and tested by an organization approved by the public authorities to establish its conformity with the applicable up-to-date standards. A technical dossier should be submitted to the public authority before putting the lift into service. The various elements to be examined and tested should include:

1. Locking devices.
2. Landing doors (Possibly fire tests)
3. Safety Gear.
4. Over speed Governors.
5. Buffers.
Certificate of the corresponding components used in the installation should be included in the register. To check whether the lift has been kept in good working condition periodic through examination should be conducted by a competent person who has obtained skill and thorough knowledge of the mechanical and electrical defects of the lifts, safety rules and has been declared competent to conduct such examinations by the statutory public authority.

The examination is carried out to find out if the lift can continue to be used safely. A written report of the examination has to be made and given to the owner of the lift. If the examination has revealed that repairs are needed, the report must say this and give time limits by which the repairs have to be made. Lifts must be thoroughly examined every six months.

A thorough examination is a systematic and detailed examination of the lift and all its associated equipment by a competent person. Its aim is to detect any defects, which are, or might become, dangerous, and for the competent person to report them to the occupier so that appropriate remedial action can be taken.

To determine the extent of the thorough examination, the competent person will assess the risks, considering factors such as where the lift will be used, frequency of use, age and condition, the weight of loads to be lifted, etc.

A thorough examination may include some testing, if the competent person considers it to be necessary. The competent person will normally determine what tests are required, taking account of the relevant guidance and standards and occupier/owners are recommended to insist on this approach.

Thorough examination may also be supplemented by inspection. Inspections should be carried out at suitable intervals between thorough examinations and may be done ‘in-house’ by a competent, trained employee. Inspections would normally include visual and functional checks, e.g. that the alarm interlocks operate correctly and lift doors cannot be opened from the landing side.

Thorough examination should not be confused with preventive maintenance, although they have some elements in common. Preventive maintenance usually involves replacing worn or damaged parts, topping up fluid levels and making routine adjustments to ensure risks are avoided. Thorough examination may act as a check that maintenance is being carried out properly, but is not intended to replace it.

Thorough examination should include the following:

- Landing and car doors and their interlocks;
- Worm and other gearing;
- Main drive system components;
- Governors;
- Safety gear;
- Suspension ropes;
- Suspension chains;
- Overload detection devices;
- Electrical devices (including earthing, earth bonding, safety devices, selection of fuses, etc);
- Braking systems (including buffers and over speed devices); and
- Hydraulics.

This list is not exhaustive. Further guidance can be found in the model rules framed by DGFASLI and adopted by various states in their State Factories Rules.

The lift should be regularly serviced by a reputable maintenance company (about every three months). The service report provided should relate to the efficient working of the lift and does not replace the thorough examination mentioned above. Any repair work identified should be done as soon as possible.

The safety steps given below will reduce the risk of accidents caused by or in lifts, and may be used as a safety checklist.

- Make sure that the lift is thoroughly examined by a competent person (a competent person is a person who has been declared so by the chief Inspector of Factories) and carry out any repair work which may be needed.
- Make sure that the lift is regularly serviced by a reputable company. The maintenance contract should include removing rubbish from the lift shaft as it may contribute to the risk of a fire.
- Develop a system for rescuing people trapped in the lift. If it is going to be carried out by your own staff, you should provide training on this procedure. Written procedures should be displayed at conspicuous places.
- Make sure that there is suitable lighting on all lift landings to reduce the risk of people tripping or falling. Make sure that there is emergency lighting in the lift, which will come on if the mains power fails.
- Make sure that the door to the lift plant room is secured and locked to prevent unauthorized access. A notice explaining that access is restricted should be placed on the door. The key to the plant room and the lift landing doors should be kept in a secure place, controlled by a responsible person, and be available at all times. Make sure that unauthorised people cannot open the landing doors to the lift shaft unless the lift is level with the landing floor.
- Inform all the people not to use the lifts during a fire evacuation by putting up warning notices at lift landings and around the building, and using the public address system, where available.

7. **EXAMINATION OF TRACTION WIRE ROPES:**

Rope Lay length: Lay length of a wire rope is the distance along the axis of the rope through which a single strand completes one cycle in the rope.
**Correct Method of measuring rope’s Lay Length**

7.1 **External Inspection.**

The external inspection criteria for general usage running rope are as follows:

Reduction of nominal rope diameter due to loss of core support or internal or external corrosion or wear of individual outside wires. The diameter shall be measured in a circumscribing circle in six or more places on the rope.

a. Number of broken outside wires and degree of distribution or concentration of broken wires
b. Corroded, pitted, or broken wires at end connections
c. Severe kinking, crushing, or distortion of rope structure
e. Evidence of heat damage from any cause.

7.2 **Internal Inspection:**

A wire rope can be opened for internal inspection only when completely relaxed. Using care to avoid damaging the strands or core, open the wire rope in six or more places, by working a marlin spike beneath two strands. Carefully rotate the spike to expose the core and underside of the strands. Inspect for evidence of internal corrosion, broken wires, or core failure. Particular attention should be given to the wire rope in areas close to end fittings, those lengths that pass over sheaves, onto drums, or that remain exposed to or immersed in seawater. If a wire rope has been opened properly and carefully, and internal condition does not show cause for removal, the strands can be returned to their original working positions without distorting the wire rope or impairing future usefulness. Only qualified personnel shall be authorized to inspect wire rope.

7.3 **Reduction in rope diameter:**

Any marked reduction in rope diameter is a critical deterioration indicating factor. It is often due to excessive abrasion of the outside wires, loss of core support, internal or external corrosion, inner wire failure or loosening of rope lay. All new ropes stretch slightly and decrease in diameter after being used. This is normal but the rope must be replaced if the diameter is reduced by more than:

- 1mm (3/64 in) of rope diameter of rope up to and including 19mm (3/4 in)
- 1.5 mm (1/16 in) of rope diameter of rope 22-28mm (7/8-1 1/8 in)
- 2mm (3/32 in) of rope diameter of rope 32-38mm (1 ¼ - 1 ½ in)
- Wear of 1/3 the original diameter of outside individual wires, evidenced by flat spots on almost the full width of the individual wire, extending one lay length or more

7.4 **Broken wires:**
Occasional premature wire failure may be found in the life of almost any rope and they should not constitute a basis for the rope replacement provided such wire failures are at well spaced intervals. The broken wire ends should be removed as soon as possible by repeatedly bending them backwards and forwards with the help of a set of pliers, by doing this the broken wires get tugged between the strands and may not do further harm to the wire rope. The rope must be replaced if:

1. The number of outer visible broken wires is more than 5% of the total wires in a length of 10-rope diameter.
2. In running ropes, there are 6 or more randomly distributed broken wires in one lay length or 3 or more broken wires in any one strand in one lay length.
3. In pendants or standing ropes, there are 3 or more broken wires in one rope lay.
4. One or more broken wires near an attachment fitting such as sockets, are the result of fatigue stresses concentrated in these localized sections. The wire breaks of this type should be cause for the replacement of the rope or renewal of the attachment to eliminate the locally fatigued area.
5. In running ropes, the wire brake in the valleys between the strands (near core) indicates an abnormal condition, possibly fatigued. More than one of these valley breaks in one lay length should be a reason for rope replacement.
6. Other causes for rope replacement include, excessive rope stretch, corrosion, High stranding, Bird-caging, Kinks, Core protrusion etc.

8.0 REFERENCES & FURTHER READINGS:

1. The factories Act, 1948
2. Model Rules by DGFASLI, Min. of Labour & Employment Govt.of India.
3. Through Examination and testing of Lifts , Simple guidance for Lift owners ,Leaflet INDG339(rev1), revised 01/08 by Health & Safety Executive, U.K
7. IS 3938 : 1983 Specification for Electric Wire Rope Hoists (Second Revision)
9. IS 4666 : 1980 Electric passenger and goods lifts (First Revision)
10. IS 6383 : 1971 Electric service lifts
11. IS 2365 : 1963 Specification for steel wire suspension ropes for lifts and hoists
12. IS 6620 : 1972 Code of Practice for Installation, Operation and Maintenance of Electric Service Lifts
### RETENTION SCHEDULE FOR RECORDS PRESCRIBED IN THE MANUAL OF OFFICE PROCEDURE

**[Vide Para. 111 (1) (c)]**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of record</th>
<th>Reference to relevant para. of the Manual</th>
<th>Retention period (years)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Dak register</td>
<td>9 (6)</td>
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</tr>
<tr>
<td></td>
<td>Invoice</td>
<td>10 (1)</td>
<td>1</td>
</tr>
<tr>
<td>2.</td>
<td>Section diary</td>
<td>12 (1)</td>
<td>3</td>
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<tr>
<td></td>
<td>Movement slip of receipts</td>
<td>15 (3)</td>
<td>To be destroyed after the relevant receipts have been received in the section concerned.</td>
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<tr>
<td>3.</td>
<td>Assistant’s diary</td>
<td>18 (2)</td>
<td>1</td>
</tr>
<tr>
<td>4.</td>
<td>Standing guard files</td>
<td>30 (1) (c)</td>
<td>Permanent. The earlier version of these records will normally be weeded out as soon as the revised version becomes available.</td>
</tr>
<tr>
<td></td>
<td>Standing note</td>
<td>30 (1) (b)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Distribution chart</td>
<td>75 (1)</td>
<td>1</td>
</tr>
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<td>Typist’s diary</td>
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<td>1</td>
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<td>5.</td>
<td>Issue diary</td>
<td>76 (1)</td>
<td>1</td>
</tr>
<tr>
<td>6.</td>
<td>Despatch Register</td>
<td>80 (2)</td>
<td>5</td>
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<tr>
<td>7.</td>
<td>Section Despatch Register</td>
<td>85 (1) (d)</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Postal registration books</td>
<td>80 (4)</td>
<td>5</td>
</tr>
<tr>
<td>8.</td>
<td>Receipts of telegrams</td>
<td>80 (7)</td>
<td>1</td>
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<tr>
<td></td>
<td>A Register of daily abstract of stamps used</td>
<td>80 (8)</td>
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<tr>
<td>9.</td>
<td>Messenger book</td>
<td>81 (1)</td>
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<td></td>
<td>Stamps account register</td>
<td>84 (1)</td>
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<tr>
<td>10.</td>
<td>Weekly statement of cases disposed of without reference to Minister</td>
<td>85 (2) (b) (i)</td>
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<tr>
<td>11 (a).</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>12.</td>
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203
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<th>Sl. No.</th>
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<tr>
<td>18.</td>
<td>File Register</td>
<td>91</td>
<td>Permanent</td>
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<td>19.</td>
<td>Register for watching the progress of recording</td>
<td>98 (2) and 3</td>
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<td>20.</td>
<td>Index slips</td>
<td>10</td>
<td>5 years or till printed departmental index becomes available, whichever is later.</td>
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<tr>
<td>21.</td>
<td>List of files transferred to</td>
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</tr>
<tr>
<td></td>
<td>(a) Departmental record room</td>
<td>106 (3)</td>
<td>25</td>
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<tr>
<td></td>
<td>(b) National Archives</td>
<td>106 (5)</td>
<td>Permanent</td>
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<tr>
<td>22.</td>
<td>List of files received for review</td>
<td>109 (3)</td>
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<tr>
<td>23.</td>
<td>Register of spare copies of publications, circulars, orders, etc.</td>
<td>107 (9)</td>
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<td></td>
<td>Record requisition slip</td>
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<td>24.</td>
<td>Record requisition card</td>
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<td>25.</td>
<td>Weekly arrear statement</td>
<td>117 (1) (6)</td>
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<td>Case sheets of cases pending disposal over a month</td>
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<td>26.</td>
<td>Numerical abstract of cases pending disposal for over a month</td>
<td>118 (4) (6)</td>
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<tr>
<td>33.</td>
<td>Consolidated numerical abstract of cases pending disposal for over a month in the various sections of the department</td>
<td>118 (5) (6)</td>
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<td>34.</td>
<td>Reminder diary</td>
<td>120 (1)</td>
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<tr>
<td>35.</td>
<td>Register of Parliamentary assurances</td>
<td>123 (1)</td>
<td>1</td>
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<tr>
<td>36.</td>
<td>Inspection reports</td>
<td>133 (1)</td>
<td>1 year after the date of next inspection</td>
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</table>

Note: The retention period will be reckoned with reference to the date from which the record ceases to be current/active. Where, however, it is proposed to weed out a register wherein certain entries are still current, e.g., file movement register where certain files entered therein have not been recorded or the register of assurances, where certain assurances have not been implemented, the current entries will first be transferred to the new register and the old register weed out thereafter.
## Records Common to Regional Office/Records Centres

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Subject/Records Groups</th>
<th>Retention Period</th>
<th>Remarks</th>
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<tbody>
<tr>
<td>1</td>
<td>Monthly Progress Report</td>
<td>C-3</td>
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<td>2</td>
<td>Annual Report</td>
<td>C-3</td>
<td></td>
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<tr>
<td>3</td>
<td>Performance Budget Report</td>
<td>C-5</td>
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<td>4</td>
<td>Action Plan work programme</td>
<td>C-5</td>
<td></td>
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<tr>
<td>5</td>
<td>Report on development of Archives</td>
<td>C-3</td>
<td></td>
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<tr>
<td>6</td>
<td>Hindi Quarterly Progress Report</td>
<td>C-3</td>
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<tr>
<td>7</td>
<td>Purchase of Library books correspondence reg.</td>
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<tr>
<td>8</td>
<td>Implementation of Rajbhasha Policy</td>
<td>B</td>
<td></td>
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<tr>
<td>9</td>
<td>Hindi Pakhwara(Fortnight)</td>
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</tr>
<tr>
<td>10</td>
<td>Budget estimate/Revised Estimate</td>
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<tr>
<td>11</td>
<td>Security</td>
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<td>12</td>
<td>Public Relations</td>
<td>C-3</td>
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<tr>
<td>13</td>
<td>Reports and matters relating to public records Act, 1993</td>
<td>C-5</td>
<td>Important notes containing policy decision may be marked-B</td>
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<tr>
<td>14</td>
<td>Workshops/Seminars</td>
<td>C-3</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Matters relating to I.H.R.C.</td>
<td>C-3</td>
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</table>

**Note:** In case, any particular contract/case/file is under Arbitration, Litigation, Enquiry or Audit by any Authority, all documents and records shall be required to be retained till the final clearance from Arbitration, Litigation, Enquiry or Audit as the case may be or till the prescribed retention period, whichever is later. This is applicable on all the Divisions/Sections of National Archives of India Headquarters, New Delhi and Regional Office, Bhopal, Records Centres, Jaipur, Bhubaneswar and Puducherry.
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<thead>
<tr>
<th>No.</th>
<th>Subject</th>
<th>No. of years for which records on the subject be preserved.</th>
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<tr>
<td>1</td>
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<td>Accidents (Fatal and serious)</td>
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<td>&quot; (Non-Fatal,)</td>
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<td>Dangerous occurrences (Investigation)</td>
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<td>4.</td>
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<td>5.</td>
<td>Prosecution (others)</td>
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<tr>
<td>II</td>
<td>CONFERENCES/COMMITTEES</td>
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<td>ILO Conferences</td>
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<td>2.</td>
<td>CIF Conference</td>
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</tr>
<tr>
<td>3.</td>
<td>IBS Conference</td>
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<tr>
<td>4.</td>
<td>Local Conference</td>
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<td>5.</td>
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<td>6.</td>
<td>Dock Safety Committee</td>
<td>2</td>
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<tr>
<td>7.</td>
<td>ISI Committee</td>
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<td>8.</td>
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<td>III</td>
<td>Inspection</td>
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<tr>
<td>2.</td>
<td>Inspection of ships</td>
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</tr>
<tr>
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<td>Inspection of gears</td>
<td>2</td>
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<tr>
<td>IV</td>
<td>Legislation</td>
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<tr>
<td>i</td>
<td>Labour Acts/ Rules/ Regulations</td>
<td>Permanent</td>
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<td>2.</td>
<td>Interpretation of provisions</td>
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<tr>
<td></td>
<td>of Labour Acts/ Rules/ Regulations</td>
<td></td>
</tr>
<tr>
<td></td>
<td>including amendments</td>
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<td>3.</td>
<td>Reference regarding advice, complaint etc.</td>
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<tr>
<td>V</td>
<td>PUBLICATION</td>
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<td>ISI Dock files (with comments)</td>
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<tr>
<td>3.</td>
<td>ISI Dock files (without comments)</td>
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</tr>
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<td>Industrial safety &amp; health Bulletin</td>
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<td>5.</td>
<td>Survey reports</td>
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<td>Study reports</td>
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<table>
<thead>
<tr>
<th>VI. REPORTS/RETURNS/FORMS/STANDARD NOTES</th>
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<tbody>
<tr>
<td>1. Weekly reports</td>
</tr>
<tr>
<td>2. Monthly reports, 1 year.</td>
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<tr>
<td>3. Annual reports, 2 year.</td>
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<tr>
<td>4. Forms, 2 years.</td>
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<td>5. Standard Notes, 2 years.</td>
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<td>6. Circulars, 5 years.</td>
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<tr>
<td>7. Dangerous Occurrence/Accidents monthly</td>
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<th>VII. SAFETY</th>
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<tr>
<td>1. Application for National</td>
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<tr>
<td>Safety Awards and Shamsir</td>
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<td>Vir National Awards, 2</td>
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<tr>
<td>years</td>
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<tr>
<td>2. Recommendations of Award</td>
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<td>Committee, 5 years</td>
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<td>3. Expenses on Award</td>
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<td>Functions, 5 years</td>
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<td>4. Talks/Visits on Safety,</td>
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<td>5. Exhibits on Safety, 3</td>
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<td>6. Assistance to Industry in</td>
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<th>VIII. SEMINARS</th>
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<tr>
<td>1. International Seminars,</td>
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<tr>
<td>5 years</td>
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<td>2. Dock Safety Seminars, 2</td>
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<td>3. Seminar in safety centre</td>
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<th>IX. TRAINING</th>
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<tr>
<td>1. Training under International Agencies, 5 years</td>
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<tr>
<td>2. Training within India, 3 years</td>
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<td>3. Training within Industry, 3 years</td>
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<td>4. Training of Dock Safety Inspectorates, 3 years</td>
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<td>5. General training courses, 1 year</td>
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<thead>
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<th>X. MISCELLANEOUS</th>
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<tr>
<td>1. Appointment of competent</td>
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<tr>
<td>person, 10 years</td>
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<tr>
<td>2. Appointment of Inspector</td>
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<tr>
<td>under Act/Rules Permanent,</td>
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<td>3. Trade Test,</td>
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<td>4. Hazards and Cargo, 2</td>
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<tr>
<td>5. Enforcement of Heavy Pack</td>
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<tr>
<td>age Act, 5 years</td>
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</table>
6. Instructions on technical matters. 2 years.
7. Matters pertaining to procurement/transfer of equipment. 5 years.
8. Approval for flame-proof equipment Permanent.
9. Approval for a cylinder Permanent.
12. Licenses 3 years.
13. Important cases of High Court/Superem court Judgment. Permanent.
14. Plan & Plan project. 5 years after completion of proj.
15. Correspondence with Manufacturers/organizations-Informat on/Service. 2 years.

**XI. REGISTERS:**

1. Training abroad Permanent.
2. Foreign Training Register Permanent.
3. Training courses Register 10 years.
4. Guest speaker Register 10 years.
5. Cheque Register 10 years.
6. TWI Card Register 5 years.
7. Register of Accidents and Car handled in Major port 5 years.
8. Diploma Holder Register Permanent.
9. Crane Register 5 years.
10. Equipment Register Permanent.
11. Issue Register of Equipments 10 or 3 years after audit concurrence.
## Directory of DGFASLI officers and employees

### (A) DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR INSTITUTES (DGFASLI)

Central Labour Institute’s Building,  
N.S. Mankikar Marg, Sion, Mumbai- 400 022.  
PBX No. (022) 24060500 FAX : 022-24071986  
E-mail: fasli@dgfasli.nic.in

<table>
<thead>
<tr>
<th>S.No.</th>
<th>DESIGNATION</th>
<th>NAME</th>
<th>E-Mail Id</th>
<th>Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Director General</td>
<td>Dr. R.K. Elangovan</td>
<td>rke[dot]dgfasli[nic]in, dg-office [dot]dgfasli[nic]in</td>
<td>7039040005</td>
</tr>
<tr>
<td>2</td>
<td>Deputy Director General</td>
<td>Dr. S.K. Haldar</td>
<td>skh[dot]dgfasli[nic]in</td>
<td>8080576637</td>
</tr>
<tr>
<td>3</td>
<td>Deputy Director General &amp; HOO(HQ)</td>
<td>B. L. Bairwa</td>
<td>blb[dot]dgfasli[nic]in</td>
<td>7738991130</td>
</tr>
<tr>
<td>4</td>
<td>Director (Safety)</td>
<td>B. N. Jha</td>
<td>b[nj][dot]dgfasli[nic]in</td>
<td>9969839317</td>
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</tbody>
</table>

### CENTRAL LABOUR INSTITUTE

Central Labour Institute’s Building,  
N.S. Mankikar Marg, Sion, Mumbai- 400 022.  
PBX No. (022) 24060500 FAX : 022-24071986  
E-mail: cli@dgfasli.nic.in

<table>
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<tr>
<th>S.No.</th>
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<th>NAME</th>
<th>E-Mail Id</th>
<th>Contact No.</th>
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<tr>
<td>1</td>
<td>Director (IH)</td>
<td>Dr. Saket Bihari</td>
<td>sm[dot]dgfasli[nic]in</td>
<td>9840325244</td>
</tr>
<tr>
<td>2</td>
<td>Director (Med)</td>
<td>Dr. S. S. Waghe</td>
<td>ssw[dot]dgfasli[nic]in</td>
<td>9869394884</td>
</tr>
<tr>
<td>3</td>
<td>Director (ST/P)</td>
<td>Dr. R.N. Meena</td>
<td>rnm[dot]dgfasli[nic]in</td>
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<td>Dr. S. Saini</td>
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<td>Dy. Director (ST/P)</td>
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<td>Dy. Director (IH)</td>
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<td>devendra.kolekar[dot]dgfasli[nic]in</td>
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<td>b.chakradhar[dot]dgfasli[nic]in</td>
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<td>N.B. Reshamwar</td>
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<td>Shri T. Chandan,</td>
<td><a href="mailto:tc.@dgfasli.nic.in">tc.@dgfasli.nic.in</a></td>
<td>(033) 25343254</td>
<td>9930668515</td>
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<tr>
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<td>2</td>
<td>Dr. S. Kumar,</td>
<td><a href="mailto:drsushant.kumar@dgfadli.nic.in">drsushant.kumar@dgfadli.nic.in</a></td>
<td>(033) 25342732, 25342735, 25218761, 25210303</td>
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<td>3</td>
<td>Shri B. Chakraborty,</td>
<td><a href="mailto:bc@dgfasli.nic.in">bc@dgfasli.nic.in</a></td>
<td>(033) 25342732, 25342735, 25218761, 25210303</td>
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**REGIONAL LABOUR INSTITUTE**

Vyavsayik Suraksha aur Swasthya Bhawan
Sarvodaya Nagar, Kanpur 208005
Phone. No. 0512- 2218691, 2218692, 2218745
EPABX Line (31 lines): 0512-2243200 to 2243230
E-Mail: hoocli.kanpur@dgfasli.nic.in

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REGIONAL LABOUR INSTITUTE, CHENNAI.
Sardar Patel Road,
Adyar, TTTI PO, Chennai-600113
### List of Officers

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<tr>
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<td>1.</td>
<td>G.P. Nijalingappa Director (Safety)</td>
<td><a href="mailto:gpn@dgfasli.nic.in">gpn@dgfasli.nic.in</a></td>
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<td>2.</td>
<td>B.J. Ravi Deputy Director (Safety)</td>
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<td>Dr. Anjani Kumar Deputy Director (Medical)</td>
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<td>4.</td>
<td>Dr. Nitin Shriniwas Gedam Assistant Director (Ind. Hygiene)</td>
<td><a href="mailto:nitin.gedam@dgfasli.nic.in">nitin.gedam@dgfasli.nic.in</a></td>
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<td>D. Gnanasundaram Addl. Asst Director (Safety)</td>
<td><a href="mailto:dgn@dgfasli.nic.in">dgn@dgfasli.nic.in</a></td>
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**REGIONAL LABOUR INSTITUTE, FARIDABAD**

Sector 47, Haryana 121010
Phone: 0129-2468033, 2468020
Email: rlifaridabad@dgfasli.nic.in
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REGIONAL LABOUR INSTITUTE, SHILLONG

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<td>24060517</td>
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<td>Shri V.M. Markar Assistant Director (IH)</td>
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<td>0129-24680148</td>
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INSPECTORATE DOCK SAFETY OFFICES

Inspectorate Dock Safety, Mumbai
MbPT OSC Bldg., 3rd Floor, Opp GPO, P. D'Mello Road, Mumbai-400 038
Email: idsmumbai@dgfasli.nic.in; vjg@dgfasli.nic.in
<table>
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<tr>
<td>1</td>
<td>Shri Samir Pandey</td>
<td>Email: <a href="mailto:sp@dgfasli.nic.in">sp@dgfasli.nic.in</a></td>
<td>02836 - 270249</td>
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<tr>
<td>2</td>
<td>Shri Somashekar B. Bajaramath</td>
<td>Email: <a href="mailto:s.bajaramath@dgfasli.nic.in">s.bajaramath@dgfasli.nic.in</a></td>
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Inspectorate Dock Safety, Mormugao
Civil Maintenance Office Building
Mormugao Port Trust, Headland Sada, Mormugao, Goa-403804.
Email: idsomormugao@dgfasli.nic.in; akd@dgfasli.nic.in

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<td>Shri A.K. Das</td>
<td>Email: <a href="mailto:akd@dgfasli.nic.in">akd@dgfasli.nic.in</a></td>
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Inspectorate Dock Safety, Kolkata
Nizam Palace, 1st floor, 2nd M.S.O.Bldg. 234/4 A.J.C. Bose Road, Kolkata-700020
Email: idsolkatta@dgfasli.nic.in@dks@dgfasli.nic.in

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<td>Shri V.J Gonsalves, Asstt. Director (Safety)</td>
<td>Email: <a href="mailto:vjg@dgfasli.nic.in">vjg@dgfasli.nic.in</a></td>
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Inspectorate Dock Safety, Chennai
3rd Floor, Anchor Gate Bldg., Rajaji Salai, Chennai – 600 001.
Email: idschennai@dgfasli.nic.in, gpn@dgfasli.nic.in

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Email: idsvizag@dgfasli.nic.in, ggr@dgfasli.nic.in

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Inspectorate Dock Safety, Visakhapatnam
Ex. D.L.B. Bldg., 5th Floor, Visakhapatnam Port Area, Visakhapatnam-530 035.
Email: idsvizag@dgfasli.nic.in, ggr@dgfasli.nic.in

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Inspectorate Dock Safety, Tuticorin
Email: idstuticorin@dgfasli.nic.in, nmm@dgfasli.nic.in

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<td><a href="mailto:anand.mishra@dgfasli.nic.in">anand.mishra@dgfasli.nic.in</a></td>
<td>0461-2352372, 9619517212</td>
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Inspectorate Dock Safety, Kochi
C.D.L.B. Dispensary Bldg., G.V.Ayyar Road, Willington Island, Kochi – 682 003.
Email : idscochin@dgfasli.nic.in; kps@dgfasli.nic.in

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name &amp; Designation</th>
<th>E-mail address</th>
<th>Telephone No.</th>
<th>Fax No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Shri K.P. Sreekumar,</td>
<td><a href="mailto:kps@dgfasli.nic.in">kps@dgfasli.nic.in</a></td>
<td>0484-2666532, 9869204934, 0484-2666532</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Addl. Asstt. Director(Safety)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:kps@dgfasli.nic.in">kps@dgfasli.nic.in</a></td>
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</table>

Inspectorate Dock Safety, New Mangalore
Labour Deployment Office Building,
U.S. Mallya Gate, New Mangalore Port Trust, Panambur, Mangalore – 575010, Karnataka
E-Mail: idsmangalore@dgfasli.nic.in, mb@dgfasli.nic.in

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name &amp; Designation</th>
<th>E-mail address</th>
<th>Telephone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Office</td>
</tr>
<tr>
<td>1</td>
<td>Shri Milind Barhate, Assistant Director(Safety), Email: <a href="mailto:mb@dgfasli.nic.in">mb@dgfasli.nic.in</a></td>
<td>0824-2407781</td>
<td>0824-2407857/9757022563</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>0824-2407781</td>
</tr>
<tr>
<td>2</td>
<td>Shri Priyabrata Shaw, Addl. Assistant Director(Safety), Email: <a href="mailto:Priyabrata@dgfasli.nic.in">Priyabrata@dgfasli.nic.in</a></td>
<td>0824-2407781</td>
<td>7008237968</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>0824-2407781</td>
</tr>
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</table>

Inspectorate Dock Safety, Navi Mumbai
Jawaharlal Nehru Port,POCCanteen Bldg.,Ground Floor, Sheva, Navi Mumbai 400 707
Email : idsjnpt@dgfasli.nic.in, bsc@dgfasli.nic.in

<table>
<thead>
<tr>
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<th>Name &amp; Designation</th>
<th>E-mail address</th>
<th>Telephone No.</th>
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<tbody>
<tr>
<td></td>
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<td>Office</td>
</tr>
<tr>
<td>1</td>
<td>Shri B. S. Chavan, Assistant Director (Safety) E-mail: <a href="mailto:bsc@dgfasli.nic.in">bsc@dgfasli.nic.in</a></td>
<td>022-27245099, 022-67815099</td>
<td>7387146786</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>022-22623391</td>
</tr>
<tr>
<td>2</td>
<td>Shri Surendranath.A Additional Assistant Director (Safety) E-mail: <a href="mailto:surendranath.a@dgfasli.nic.in">surendranath.a@dgfasli.nic.in</a></td>
<td>022-27245099, 022-67815099</td>
<td>9948904140</td>
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Monthly remuneration of Officers and Employees, including system of compensation

Monthly remuneration of officers and staff of DGFASLI:

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Name of post</th>
<th>Pay level in pay matrix (under 7th pay commission)</th>
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<tbody>
<tr>
<td>1.</td>
<td>Director General</td>
<td>14</td>
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<tr>
<td>2.</td>
<td>Deputy Director General</td>
<td>13</td>
</tr>
<tr>
<td>3.</td>
<td>Director (Stats)</td>
<td>13</td>
</tr>
<tr>
<td>4.</td>
<td>Director (Safety)</td>
<td>12</td>
</tr>
<tr>
<td>5.</td>
<td>Director (Staff Training/Productivity)</td>
<td>12</td>
</tr>
<tr>
<td>6.</td>
<td>Director (Medical)</td>
<td>12</td>
</tr>
<tr>
<td>7.</td>
<td>Director (Industrial Hygiene)</td>
<td>12</td>
</tr>
<tr>
<td>8.</td>
<td>Deputy Director (Safety)</td>
<td>11</td>
</tr>
<tr>
<td>9.</td>
<td>Deputy Director (Stats)</td>
<td>11</td>
</tr>
<tr>
<td>10.</td>
<td>Deputy Director (Staff Training/Productivity)</td>
<td>11</td>
</tr>
<tr>
<td>11.</td>
<td>Deputy Director (Medical)</td>
<td>11</td>
</tr>
<tr>
<td>12.</td>
<td>Deputy Director (Industrial Hygiene)</td>
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</tr>
<tr>
<td>13.</td>
<td>Under Secretary</td>
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<tr>
<td>14.</td>
<td>Assistant Director (Safety)</td>
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<td>15.</td>
<td>Assistant Director (OL)</td>
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<tr>
<td>16.</td>
<td>Assistant Director (Staff Training/Productivity)</td>
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<tr>
<td>17.</td>
<td>Assistant Director (Industrial Hygiene)</td>
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</tr>
<tr>
<td></td>
<td>Position</td>
<td>Grade</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>18</td>
<td>Section Officer (CSS)</td>
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<tr>
<td>19</td>
<td>PS (CSSS)</td>
<td>8</td>
</tr>
<tr>
<td>20</td>
<td>Administrative Officer</td>
<td>7</td>
</tr>
<tr>
<td>21</td>
<td>Assistant Library Information Officer</td>
<td>7</td>
</tr>
<tr>
<td>22</td>
<td>Additional Assistant Director (Safety)</td>
<td>7</td>
</tr>
<tr>
<td>23</td>
<td>Assistant Section Officer (CSS)</td>
<td>7</td>
</tr>
<tr>
<td>24</td>
<td>PA (CSSS)</td>
<td>7</td>
</tr>
<tr>
<td>25</td>
<td>Senior Scientific Assistant</td>
<td>6</td>
</tr>
<tr>
<td>26</td>
<td>Library Information Assistant</td>
<td>6</td>
</tr>
<tr>
<td>27</td>
<td>Head Clerk (Programme)</td>
<td>6</td>
</tr>
<tr>
<td>28</td>
<td>Head Clerk</td>
<td>6</td>
</tr>
<tr>
<td>29</td>
<td>Junior Hindi Translator</td>
<td>6</td>
</tr>
<tr>
<td>30</td>
<td>Stenographer grade – II</td>
<td>6</td>
</tr>
<tr>
<td>31</td>
<td>Junior Scientific Assistant</td>
<td>5</td>
</tr>
<tr>
<td>32</td>
<td>Stenographer grade – III</td>
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<td>33</td>
<td>Steno (CSSS)</td>
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<tr>
<td>34</td>
<td>UDC (CSCS)</td>
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<tr>
<td>35</td>
<td>UDC</td>
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</tr>
<tr>
<td>36</td>
<td>Audio Visual Assistant</td>
<td>4</td>
</tr>
<tr>
<td>37</td>
<td>Library Assistant Grade-I</td>
<td>4</td>
</tr>
<tr>
<td>38</td>
<td>LDC</td>
<td>2</td>
</tr>
<tr>
<td>39</td>
<td>LDC (CSCS)</td>
<td>2</td>
</tr>
<tr>
<td>40</td>
<td>Staff car driver</td>
<td>2</td>
</tr>
<tr>
<td>41</td>
<td>Senior library attendant</td>
<td>2</td>
</tr>
<tr>
<td>42</td>
<td>Multi tasking staff (Peon, hostel attendant,</td>
<td>2</td>
</tr>
</tbody>
</table>
farash, mali, chowkidar, safaiwala & laboratory

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Name of post</th>
<th>Pay level in pay matrix (under 7th pay commission)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Manager</td>
<td>6</td>
</tr>
<tr>
<td>2.</td>
<td>Clerk</td>
<td>6</td>
</tr>
<tr>
<td>3.</td>
<td>Halwai</td>
<td>5</td>
</tr>
<tr>
<td>4.</td>
<td>Bearer</td>
<td>3</td>
</tr>
<tr>
<td>5.</td>
<td>Tea/coffee maker</td>
<td>3</td>
</tr>
<tr>
<td>6.</td>
<td>Safaiwala</td>
<td>3</td>
</tr>
<tr>
<td>7.</td>
<td>Wash boy</td>
<td>2</td>
</tr>
</tbody>
</table>
Particulars of budget allocation to Labour Institutes and Inspectorate of Dock Safety, including details of the plans, proposed expenditure and reports on disbursements made

The budget allocated to DGFASLI during the financial year 2020-21 under the “Detailed demands for grants 2020-21” (demand no. 63) has been divided into 2 sections, namely:

(i) Revenue section.

(ii) Capital section.

2. DGFASLI has been allocated total fund of Rs. 370000 thousand under various heads.

3. The head-wise breakup of funds under the head 2230- Labour employment & skill development, 01- Labour, 102- Working conditions & safety, 13- DGFASLI schemes, 01- Directorate General of Factory Advice Service (DGFASLI) is as follows:

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Section</th>
<th>Head</th>
<th>Minor head</th>
<th>Amount (Rs. in thousand)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Revenue</td>
<td>2230.01.102.13.01.</td>
<td>01-salaries</td>
<td>220000</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td>02-wages</td>
<td>100</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td>03-overtime allowances (OTA)</td>
<td>0</td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td>06-Medical treatment (ME)</td>
<td>6000</td>
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</tbody>
</table>
### Table: Breakdown of Funds under Various Heads

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Section</th>
<th>Head</th>
<th>Minor head</th>
<th>Amount (Rs. in thousand)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.</td>
<td></td>
<td>11-Domestic travel expenses (DTE)</td>
<td></td>
<td>12500</td>
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<tr>
<td>6.</td>
<td></td>
<td>12-Foreign travel expenses (FTE)</td>
<td></td>
<td>2000</td>
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<tr>
<td>7.</td>
<td></td>
<td>13-Office expenses (OE)</td>
<td></td>
<td>34000</td>
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<tr>
<td>8.</td>
<td></td>
<td>14-Rents, rates and taxes (RRT)</td>
<td></td>
<td>4500</td>
</tr>
<tr>
<td>9.</td>
<td></td>
<td>20-other administrative expenses (OAE)</td>
<td></td>
<td>300</td>
</tr>
<tr>
<td>10.</td>
<td></td>
<td>26-advertising and publicity (A&amp;P)</td>
<td></td>
<td>3200</td>
</tr>
<tr>
<td>11.</td>
<td></td>
<td>27-Minor works (MW)</td>
<td></td>
<td>21900</td>
</tr>
<tr>
<td>12.</td>
<td></td>
<td>28-Professional services (PS)</td>
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<tr>
<td>13.</td>
<td></td>
<td>50-Other charges (OC)</td>
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<td>2500</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>309000</strong></td>
</tr>
</tbody>
</table>

4. The head-wise breakup of funds under the head 2230- Labour employment & skill development, 01- Labour, 102-Working conditions & safety, 13- DGFASLI schemes, 96-Swachta Action Plan is as follows:
5. The head-wise breakup of funds under the head 4250- Capital outlay on other social services, 00.201-Labour, 19- DGFASLI schemes, 04-Directorate General of Factory Advice Service and Inspectorates of Dock Safety is as follows:

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Section</th>
<th>Head</th>
<th>Minor head</th>
<th>Amount (Rs. in thousand)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Capital</td>
<td>4250.00.201.19.04.</td>
<td>52-Machinery and equipments (M&amp;E)</td>
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<tr>
<td>2.</td>
<td></td>
<td></td>
<td>53-Major works (MJW)</td>
<td>59400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td><strong>60000</strong></td>
</tr>
</tbody>
</table>
Information regarding officewise and object headwise distribution of funds provided in Budget Estimates 2020-2021 in respect of DGFASLI organization:

Head of Account- 2230.01.102.13.01.
Revenue: Directorate General of Factory Advice Service (DGFASLI)

<table>
<thead>
<tr>
<th>Office</th>
<th>(Rs. In thousands)</th>
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</thead>
<tbody>
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<td></td>
<td>Salary</td>
</tr>
<tr>
<td>DGFASLI (HQ)</td>
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</tr>
<tr>
<td>CL, Mumbai</td>
<td>75000</td>
</tr>
<tr>
<td>RLI, Faridabad</td>
<td>11500</td>
</tr>
<tr>
<td>RLI, Kanpur</td>
<td>19800</td>
</tr>
<tr>
<td>RLI, Kolkata</td>
<td>16400</td>
</tr>
<tr>
<td>RLI, Chennai</td>
<td>19000</td>
</tr>
<tr>
<td>IDS, Kandla</td>
<td>2300</td>
</tr>
<tr>
<td>IDS, Mumbai</td>
<td>8200</td>
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<tr>
<td>IDI,</td>
<td></td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Mormugao</td>
<td></td>
</tr>
<tr>
<td>New Mangalore</td>
<td></td>
</tr>
<tr>
<td>Kochi</td>
<td></td>
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<tr>
<td>Tuticorin</td>
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<tr>
<td>Chennai</td>
<td></td>
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<tr>
<td>Vizag</td>
<td></td>
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<tr>
<td>Paradip</td>
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<tr>
<td>Kolkata</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
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**Head of Account- 2230.01.102.13.96.**

Swachta Action Plan

<table>
<thead>
<tr>
<th>Office</th>
<th>13 OE</th>
<th>27 MW</th>
<th>Total</th>
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<tbody>
<tr>
<td>DGFASLI (HQ)</td>
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<td>1000</td>
</tr>
<tr>
<td>CLI, Mumbai</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RLI, Faridabad</td>
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<tr>
<td>RLI, Kanpur</td>
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<td>0</td>
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<tr>
<td>RLI, Kolkata</td>
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<td>0</td>
</tr>
<tr>
<td>RLI, Chennai</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>IDS, Kandla</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>IDS, Mumbai</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>IDS, Mormugao</td>
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</tr>
<tr>
<td>IDS, New Mangalore</td>
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<tr>
<td>IDS, Kochi</td>
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<td>0</td>
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<tr>
<td>IDS, Tuticorin</td>
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<td>IDS, Chennai</td>
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<td>IDS, Vizag</td>
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<td>IDS, Paradip</td>
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<tr>
<td>IDS, Kolkata</td>
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<tr>
<td><strong>Total</strong></td>
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<td>200</td>
<td>1000</td>
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**Head of Account- 4250.00.201.19.04.**

Capital: Directorate General of Factory Advice Service and Inspectorates of Dock Safety

<table>
<thead>
<tr>
<th>Office</th>
<th>52 M&amp;E</th>
<th>53 MJW</th>
<th>50 Total</th>
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<tr>
<td>DGFASLI</td>
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<td>59400</td>
<td>59400</td>
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<tr>
<td>CLI, Mumbai</td>
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<td>RLI, Kolkata</td>
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<tr>
<td>RLI, Shillong</td>
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<td>59400</td>
<td>60000</td>
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</table>
Officewise and object headwise distribution of funds provided in Budget Estimates 2020-2021 in respect of DGFASLI organization:

Head of Account- 2230.01.102.13.96.
Swachta Action Plan

<table>
<thead>
<tr>
<th>Office</th>
<th>OE</th>
<th>MW</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>DGFASLI (HQ)</td>
<td>800</td>
<td>200</td>
<td>1000</td>
</tr>
<tr>
<td>CLI, Mumbai</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RLI, Faridabad</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RLI, Kanpur</td>
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</tr>
<tr>
<td>RLI, Chennai</td>
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<tr>
<td>IDS, Kochi</td>
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<td>0</td>
</tr>
<tr>
<td>IDS, Tuticorin</td>
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<td><strong>Total</strong></td>
<td>800</td>
<td>200</td>
<td>1000</td>
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Officewise and object headwise distribution of funds provided in Budget Estimates 2020-2021 in respect of DGFASLI organization:

Head of Account- 4250.00.201.19.04.
Capital: Directorate General of Factory Advice Service and Inspectorates of Dock Safety

<table>
<thead>
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<th>Office</th>
<th>M&amp;E</th>
<th>MJW</th>
<th>Total</th>
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<td>CLI, Mumbai</td>
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<td>RLI, Chennai</td>
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<td>RLI, Faridabad</td>
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<td>RLI, Shillong</td>
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<td><strong>Total</strong></td>
<td>600</td>
<td>59400</td>
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Particulars of concessions, permits and authorization granted by DGFASLI

List of institutes granted approval for conduct of one month supervisory training programme for competent supervision under Section 41C(b) of the Factories Act, 1948

<table>
<thead>
<tr>
<th>S.No</th>
<th>Name of the Institute</th>
<th>From</th>
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<tbody>
<tr>
<td>1</td>
<td>Invotech Precision Engineers Visakhapatnam</td>
<td>02-Mar-19</td>
<td>01-Mar-22</td>
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<tr>
<td>2</td>
<td>Shanthi Consulting Engineers Vadodara</td>
<td>25-Jul-19</td>
<td>24-Jul-21</td>
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<td>3</td>
<td>Prosafe Process Engineering Pvt Ltd Surat</td>
<td>22-Nov-18</td>
<td>21-Nov-21</td>
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<tr>
<td>4</td>
<td>Vidhya Bharti Ahmedabad</td>
<td>05-Jul-19</td>
<td>04-Jul-24</td>
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</tbody>
</table>
List of Competent persons approved by DGFASLI under Reg.2 (d) of Dock Workers (Safety, Health & Welfare) Regulations, 1990 for Testing, Examination and Certification of Lifting Appliances, Loose Gears and Wire Ropes.
As on 30.04.2020

<table>
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<tr>
<th>S</th>
<th>Name &amp; Designation</th>
<th>Name, address &amp; contact details of the testing establishment</th>
<th>Purpose</th>
<th>DGFASLI Order No. and Date</th>
<th>Period / expiry date</th>
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<tr>
<td>1</td>
<td>Shri Manoj Sivakumar, Sr.Inspector</td>
<td>M/s Control Union Testing &amp; Inspection, Plot No. C-113, TTC Industrial Area, Pawane, MIDC, Navi Mumbai 400709.</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/8(64)/20 13-DS Dt. 24.05.2017</td>
<td>Suspende d w.e.f. 13.03.2018 till further order.</td>
<td></td>
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<tr>
<td>2</td>
<td>Shri Rohan Ulhas Dandek ar, Assistant Plant Manager</td>
<td>M/s. D.P. Wire Products, 4-5-6-A, Minerva Indl. Estate, Opp.Ralli Wolf, L.B.S. Marg, Mulund(W), Mumbai – 80. Tel.No. 23480088 / 23484331 Fax No. 022-23484914 <a href="mailto:indo@dpwireproducts.com">indo@dpwireproducts.com</a> <a href="mailto:info@dpwireproducts.com">info@dpwireproducts.com</a> <a href="mailto:rohandandekar@hotmail.com">rohandandekar@hotmail.com</a></td>
<td>Wire Ropes and Wire Rope Slings.</td>
<td>41/8(76)/20 14-DS Dt. 08.08.2019</td>
<td>3 years 07.08.2022</td>
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<td>3</td>
<td>Shri Mohammed Ameen Salim Nevrekar Lifting Inspector.</td>
<td>M/s. Sea Hook Engineering Works, Shop No.1, BMC. (CS. No.94 ), SMM Marg, Gun Powder Road, Mazgaon, Mumbai-400 010 Tel. No.-022 23755530 Fax – 022 23745081 <a href="mailto:Mail-seahook@rediffmail.com">Mail-seahook@rediffmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/8(61)/20 13-DS Dt. 22.04.2019</td>
<td>3 years 21.04.2022</td>
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<td>5</td>
<td>Shri. Jignesh S. Shah</td>
<td>M/s. Desh Wire Products Pvt.Ltd. D-34, MIDC (Malegaon), Tal. Sinnar, Dist.Nashik, 422103. Tel. 25684607 Fax No. 022-25654319 <a href="mailto:deshwireproducts@rediffmail.com">deshwireproducts@rediffmail.com</a> <a href="mailto:jshah@deshwire.com">jshah@deshwire.com</a></td>
<td>Wire Ropes and Wire rope Slings. 41/8-A/2002-DS Dt. 20.03.2020</td>
<td>19.03.2021</td>
<td>1 year</td>
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<td>6</td>
<td>Shri Anup Kumar Gayen</td>
<td>M/s Betal Engineering Co Pvt. Ltd., Sagar/D-13/2:4, Sector – 29 Vashi, Navi Mumbai- 400703. Tel.: 022-27684497/9187 Fax: 022-27668783 Mobile: 9987035915 e-mail:<a href="mailto:co@betal.info">co@betal.info</a> <a href="mailto:anup@betal.info">anup@betal.info</a></td>
<td>L.A.&amp;L.G (Excluding Container Spreaders). 41/8-W/2002-DS Dt. 11.06.2019</td>
<td>10.06.2022</td>
<td>3 years</td>
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<tr>
<td>7</td>
<td>Shri Raj Bahadur Maurya</td>
<td>M/s. Bharat Wire Ropes Ltd. Plot No.1 &amp; 4, Atgaon Industrial Complex, Atgaon (E) Shahpur, Thane 421601 Fax No. 2564-9797/2355 email:<a href="mailto:info@bharatwireropes.com">info@bharatwireropes.com</a></td>
<td>Wire Ropes and Wire Rope Slings. 41/8(60)/20 12-DS Dt. 26.03.2019</td>
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<td>Shri Minesh Kumar M.</td>
<td>M/s. M&amp; M Engineers (Gujarat) Pvt. Ltd., PAP-C-22-T.T.C.Ind. Area, MIDC, Mahape, Navi Mumbai 400703 Tel.: 022-27087704/24</td>
<td>L.A. &amp; L.G. (Excluding container spreaders) 41/8(10)/2006-DS Dt. 30.10.2018</td>
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<td>9</td>
<td>Shri Sameer Golwelkar,</td>
<td>M/s. Orient WireRopes, 30-B, Industrial Area, Sanwer Road, Indore – 452015 (M.P)</td>
<td>Wire ropes only</td>
<td>41/8(39)/2011-DS Dt. 01.11.2017</td>
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<td>31.10.2018</td>
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<td>11-DS Dt. 11.11.2017</td>
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<td>10</td>
<td>Shri Asim Kumar Biswas</td>
<td>M/s. Western Marine &amp; Engineering Services Pvt. Ltd., Silver Spring, Unit No.39,</td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
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<td></td>
<td></td>
<td>Tel: 022-65294618 Mobile:9833988527 E-mail: <a href="mailto:wesmarinem@gmail.com">wesmarinem@gmail.com</a></td>
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<td>11</td>
<td>Shri Gaurav Sharma,</td>
<td>M/s. Cargo Gear Services (I) Pvt. Ltd. Plot No.10, Opp. Santa Janabai Municipal</td>
<td>L.A. &amp; L.G. (Excluding container spreaders)</td>
<td>41/8(8)/2006-DS Dt. 08.08.2019</td>
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<tr>
<td></td>
<td>Management Representative</td>
<td>Market, Godapdev Cross Rd. No. 1, Mumbai-33. Ph. 022-23780451/23730854 Fx.022-23780538</td>
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<td>E-mail: <a href="mailto:derricks@vsnl.com">derricks@vsnl.com</a> <a href="mailto:gs@cargogearservices.com">gs@cargogearservices.com</a></td>
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<td>12</td>
<td>Shri Salinder Pal Singh, Manager (Q.A.),</td>
<td>M/s. Usha Martin Ltd., Wire and Wire Ropes Division-North, Dharamshala Road, Chohal, Hoshiarpur – 146 024, Punjab</td>
<td>Wire Ropes only 41/8(40)/20 11-DS Dt. 27.09.2019</td>
<td>3 years  26.09.2022</td>
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<td>14</td>
<td>Shri Rajendra Raghunath Bhosale, Proprietor</td>
<td>M/s M.M. Marine Services, Unit No.13, Building No.8, Jogani Industrial Estate, V.N. Purav Marg, Chunabhatti (E),Mumbai- 22. Tel.: 022-24053999 Mobile: 9619093919 Fax: 022-24053999</td>
<td>L.A. &amp;L.G. (Excluding Container Spreaders) 41/8(74)/20 14-DS Dt. 22.05.2019</td>
<td>3 years  21.05.2022</td>
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<td>15</td>
<td>Shri Ramayan B. Yadav, Technical Director,</td>
<td>M/s Hi-Tech Lifting Equipment, Plot No.88/89, Darukhana, Mazgaon, Mumbai 400010. Tel.: 022-23775619 Mobile: 9822010321/22 e-mail:<a href="mailto:byadav12@rediffmail.com">byadav12@rediffmail.com</a></td>
<td>L.A. &amp;L.G. (Excluding Container Spreaders) 41/8(53)/20 11-DS Dt. 21.12.2018</td>
<td>3 years  20.12.2021</td>
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<td>16</td>
<td>Shri Mustafa Zoeb Mahimwala, Manager</td>
<td>M/s Gee Kay Industries (India), 17/A, Sitafal Wadi, Mount Road, Mazgaon, Mumbai 400010. Tel.: 23709839/23749834</td>
<td>Own Manufactured LG Only (Excluding container spreaders)</td>
<td>41/8(62)/20 13-DS Dt. 26.03.2019</td>
<td>3 years</td>
<td>25.03.2022</td>
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<td>17</td>
<td>Shri Sushil Kumar Singh, Quality Control Manager</td>
<td>M/s Sea-Linkers Pvt. Ltd., Plot No. R-520, TTC Indl. Area, Thane Belapur Road, Rabale, Navi Mumbai-400701 Tel.: 022-2760 8400 Fax : 022-2760 8383 M-9820027638 E-mail : <a href="mailto:sealinkers@sealinkers.com">sealinkers@sealinkers.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/8(12)/20 07-DS Dt. 03.09.2019</td>
<td>1 year</td>
<td>02.09.2020</td>
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<tr>
<td>18</td>
<td>Shri Anil Kumar, Proprietor</td>
<td>M/S Mahadev Industries, C-10, Sector A-2, UPSIDC, Tronica City, Loni-201102, Dist. Ghaziabad (U.P.)-201102 <a href="mailto:info@mahadevropes.com">info@mahadevropes.com</a> PH: 0120-2696200 FAX: 011-47104301 MOBI: 98111119301</td>
<td>Wire Ropes &amp; Wire Rope Slings only (Excluding Container Spreaders)</td>
<td>41/8(36)/20 10-DS DT. 25.09.2019</td>
<td>3 years</td>
<td>24.09.2022</td>
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<td>19</td>
<td>Shri Anuj Rajendra Gupta, Director</td>
<td>M/s Monal Chains Ltd., 84, Dyana House, 1&lt;sup&gt;st&lt;/sup&gt; floor, S.V. Road, Old Khar (West), Mumbai-400052 Ph:022-26499241 Fx:022-26053144 E-mail: <a href="mailto:monalchain@gmail.com">monalchain@gmail.com</a></td>
<td>Own Manufactured LG Only (Excluding Container Spreaders)</td>
<td>41/8(32)/20 10-DS DT. 27.09.2019</td>
<td>3 years</td>
<td>26.09.2022</td>
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<td>No.</td>
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</tr>
<tr>
<td>20</td>
<td>Shri Santosh Sindhe, Engineering Incharge &amp; Testing Assistant</td>
<td>M/s M.M. Cargo Gear &amp; Marine Services Pvt. Ltd.</td>
<td>c/o Jeena Engineering, Kaula Bandar, Near Marriamma Temple, Plot No. 105-F,Reay Road,Mumbai</td>
<td><a href="mailto:Technical@mmcargogear.com">Technical@mmcargogear.com</a></td>
<td>41897/20 18-DS Dt. 03.09.2019</td>
<td>3 years 02.09.2022</td>
</tr>
<tr>
<td>21</td>
<td>Shri Harshal Bharatkumar Joshi, Manager</td>
<td>M/s Western Marine &amp; Engineering Services Pvt. Ltd.</td>
<td>Silver Spring, Unit No. 39, Plot No 06,Ground Floor, ‘B’ Block, Taloja Industrial Area, Taloja MIDC,Navi Mumbai 410208</td>
<td>Tel: 022-27412043 Fax: 022-27412042 E-Mail: <a href="mailto:wsmarine@gmail.com">wsmarine@gmail.com</a> <a href="mailto:marinewestern@gmail.com">marinewestern@gmail.com</a></td>
<td>41899/20 18-DS Dt. 08.08.2019</td>
<td>3 years 07.08.2022</td>
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<tr>
<td>22</td>
<td>Shri Parab Ajay Ramakant, Engineer - Testing &amp; Maintenance</td>
<td>M/s. Excel Marine Services Pvt. Ltd., 26-B, Timber Market Occupants Society,8, Signal Hill Avenue, Reay Road,Mumbai – 400010</td>
<td>Tel. No. 23732430 Fax 23722431 <a href="mailto:excelmarineservices@yahoo.in">excelmarineservices@yahoo.in</a></td>
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<td>418100/2018- DS Dt. 08.08.2019</td>
<td>3 years 07.08.2022</td>
</tr>
<tr>
<td>23</td>
<td>Shri Krishna Kumar Sharma, Engineer-Test house</td>
<td>M/s Excel Marine Services Pvt. Ltd., 26-B, Timber Market Occupants Society,8, Signal Hill Avenue, Reay Road, Mumbai-400 010</td>
<td>Tel : 022-2372 2431/2373 2430 E-mail:<a href="mailto:excelmarineservices@yahoo.in">excelmarineservices@yahoo.in</a></td>
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<td>418103/2019- DS Dt. 20.03.2020</td>
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<tr>
<td>1</td>
<td>Shri Anup Kumar Gayen,</td>
<td>M/s Betal Engineering Co. Pvt. Ltd., Sagar</td>
<td>Vashi, Navi Mumbai- 400703. Tel.: 022-27684497/9187 Fax: 022-27668783 Mobile: 9987035915 E-mail: <a href="mailto:btal@vsnl.net">btal@vsnl.net</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders) 41/8-W/2002-DS Dt. 11.06.2019</td>
<td>3 years</td>
<td>10.06.2022</td>
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<td></td>
<td>Managing Director</td>
<td>D-13/2.4, Sector – 29</td>
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<tr>
<td>2</td>
<td>Shri Asim Kumar Biswas</td>
<td>M/s. Western Marine &amp; Engineering Services</td>
<td>Silver Spring, Unit No.39, A Block, Plot No.6 , MIDC, Taloja, Navi</td>
<td>Tel: 022-65294618 Mobile: 9833988527 E-mail: <a href="mailto:wesmarine@gmail.com">wesmarine@gmail.com</a></td>
<td>L.A. &amp; L.G. (Including Container Spreaders) 41/8(35)/2010-DS Dt. 22.05.2019</td>
<td>3 years</td>
</tr>
<tr>
<td></td>
<td>General Manager</td>
<td>Pvt. Ltd., Silver Spring, Unit No.39, A Block, Plot No.6 , MIDC, Taloja, Navi</td>
<td>Mumbai - 410208</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>Shri Harshal Bharatkumar</td>
<td>M/s Western Marine &amp; Engineering Services</td>
<td>Taloja Industrial Area, Taloja MIDC,Navi Mumbai – 410208 Tel : 022-27412043 Fax :022-27412042 E-Mail : <a href="mailto:wesmarine@gmail.com">wesmarine@gmail.com</a> <a href="mailto:marinewestern@gmail.com">marinewestern@gmail.com</a></td>
<td>L.A. &amp; L.G. (Including Container Spreaders) 41/8(99)/2018-DS Dt. 08.08.2019</td>
<td>3 years</td>
<td>07.08.2022</td>
</tr>
<tr>
<td></td>
<td>Joshi,</td>
<td>Pvt. Ltd. Silver Spring, Unit No. 39, Plot No 06,Ground Floor, ‘B’ Block, Taloja Industrial Area, Taloja MIDC,Navi Mumbai – 410208</td>
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<tr>
<td>4</td>
<td>Shri Sushil Kumar Singh,</td>
<td>M/s Sea-Linkers Pvt. Ltd., Plot No. R-520,</td>
<td>Thane Belapur Road, Rabale, Navi Mumbai-400701 Tel.: 022-2760 8400 Fax : 022 -2760 8383 M-9820027638 E-mail :</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders) 41/8(12)/2007-DS Dt. 03.09.2019</td>
<td>1 year</td>
<td>02.09.2020</td>
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<td>Quality Control Manager</td>
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<tr>
<td>1</td>
<td>Shri Shailesh C. Modi, Director</td>
<td>M/s. M.M. Cargo Gear &amp; Marine Services Pvt. Ltd., Plot No. 114, GIDC, Oslo Cinema Road, Gandhidham, Dist. Kutch-370201 Tel. No. 2836-231385/238385 Mob: 9978912031 Fax No. 91-2836-235255 E. Mail: <a href="mailto:mcargo@hotmail.com">mcargo@hotmail.com</a>, <a href="mailto:mcargo10@gmail.com">mcargo10@gmail.com</a>, <a href="mailto:technical@mmcargogear.com">technical@mmcargogear.com</a></td>
<td>L.A. &amp; L.G. (Including Container Spreaders) 41/11(1)/2006 - DS PART-I Dt. 22.05.2019</td>
<td>21.05.2022</td>
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<td>2</td>
<td>Shri. Rinkesh P. Motiani, Engineering In-charge</td>
<td>M/s. M.M. Cargo Gear &amp; Marine Services Pvt. Ltd., Plot No. 114, GIDC, Oslo Cinema Road, Gandhidham, Kutch-370201 Tel. No. 2836-231385/238385 Mob: 9687618783 Fax No. 91-2836-235255 E. Mail: <a href="mailto:mcargo@hotmail.com">mcargo@hotmail.com</a>, <a href="mailto:mcargo10@gmail.com">mcargo10@gmail.com</a>, <a href="mailto:technical@mmcargogear.com">technical@mmcargogear.com</a>, <a href="mailto:kandla@mmcargogear.com">kandla@mmcargogear.com</a></td>
<td>L.A. &amp; L.G. (Including Container Spreaders) 41/11(5)/2010 - DS Dt. 22.05.2019</td>
<td>21.05.2022</td>
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<tr>
<td>3</td>
<td>Shri Sanjeev Kumar Agarwal, Chief Engineer</td>
<td>M/s. SSR Marine Services Pvt. Ltd., Plot No. 69, Ward 6, Industrial Area, Gandhidham, Kutch, Gujarat. Tel.: 022-25899751/65617625 E-mail: <a href="mailto:sanjeev@ssrmarineservices.com">sanjeev@ssrmarineservices.com</a>, <a href="mailto:business@ssrmarineservices.com">business@ssrmarineservices.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreader) 41/11(7)/2012 - DS Dt. 03.07.2019</td>
<td>02.07.2022</td>
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<td></td>
<td>Name</td>
<td>Company</td>
<td>Address</td>
<td>Contact Details</td>
<td>L.A. &amp; L.G.</td>
<td>Valid From</td>
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<td>4</td>
<td>Shri Suraj Kumar Choudhary, Manager</td>
<td>M/s Western Marine &amp; Engineering Services Pvt. Ltd., Plot No. 3, Survey No. 44/2, Chudva, Jawahar Nagar, Gandhidham, Kutch 370201, Gujarat Mob. - 9558585153, 9574830922 e-mail: <a href="mailto:gjaratwesternmarine@gmail.com">gjaratwesternmarine@gmail.com</a></td>
<td>L.A. &amp; L.G. (Including Container Spreader)</td>
<td>41/11(6)/2012-DS Dt. 22.04.2019</td>
<td>3 years</td>
<td>21.04.2022</td>
</tr>
<tr>
<td>5</td>
<td>Shri Paras S. Vaghela, In-charge (Testing Division)</td>
<td>M/s Testomar Gujarat Pvt. Ltd., P. No. 306, Sector 1/A, Manali Chambers, Gandhidham, Kutch, Gujarat – 370201 Tel.: 230488 Fax: 239057 Mob: 9825167360 e-mail: <a href="mailto:gjmar@icenet.net">gjmar@icenet.net</a> <a href="mailto:pras.vaghela@gmail.com">pras.vaghela@gmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/11(2)/2009-DS Dt. 07.09.2018</td>
<td>3 years</td>
<td>06.09.2021</td>
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<tr>
<td>6</td>
<td>Shri Upendra Vinodray Joshi, Sr. Engineer</td>
<td>M/s M.M. Marine Services, Plot No. 134, Ward 6, Industrial Area, Gandhidham, Kutch-Gujarat-370201 Mobile: 9619093919, 9769239549 <a href="mailto:lifeboats@mrmachineserv.com">lifeboats@mrmachineserv.com</a> <a href="mailto:admin@mrmachineserv.com">admin@mrmachineserv.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/11(11)/2019-DS Dt. 22-05-2019</td>
<td>1 year</td>
<td>21.05.2020</td>
</tr>
<tr>
<td></td>
<td>Shri Koushik Majumder, Executive Engineer</td>
<td>M/s. Western Marine &amp; Engineering Services Pvt. Ltd., 3, Surekha Complex, Near Lake Vadem, Vasco Da Gama, Goa – 403802 Tel No.(0832) 2516606 Fax No. (0832) 2516607 Mobile 9822126857 <a href="mailto:mesgoa@sancarnet.in">mesgoa@sancarnet.in</a> <a href="mailto:mesgoa07@gmail.com">mesgoa07@gmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/12(8)/2016-DS Dt. 07.09.2018</td>
<td>3 years</td>
<td>06.09.2021</td>
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<td>No.</td>
<td>Name</td>
<td>Company Details</td>
<td>L.A. &amp; L.G. Details</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>Expiry Date</td>
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<tr>
<td>2</td>
<td>Shri Vijay Govind Chavan, Engineer</td>
<td>M/s. S.K. Marine Services, AF No.2, Marvel Building, Dhanashree Village, Merces Vasco in, Vaddem, Vasco Da Gama, Goa – 403802.</td>
<td>41/12(11)/20 19-DS Dt. 03.07.2019</td>
<td>Valid 02.07.2020</td>
<td>1 year</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Shri Rati P. Chakraborty, Chief Engineer</td>
<td>M/S IRC Project Services, Mondal Para, Bankra, Howrah-711403 Ph: 26534296 <a href="mailto:ircprojectservices@gmail.com">ircprojectservices@gmail.com</a></td>
<td>41/9(2)/2006 -DS Dt. 21.12.2018</td>
<td>Valid 20.12.2021</td>
<td>3 years</td>
<td></td>
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<tr>
<td>2</td>
<td>Shri Vijay Kumar Sharma, Executive Engineer</td>
<td>M/s Mohan Marine &amp; Container Services, 12, Ramanath Paul Road, Khidderpore, Kolkata 700023 Tel.: 033-24594521 Fax.: 033-24590013 <a href="mailto:mmcskol@yahoo.co.in">mmcskol@yahoo.co.in</a></td>
<td>41/9(24)/2009-DS Dt. 28.09.2018</td>
<td>Valid 27.09.2021</td>
<td>3 years</td>
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<tr>
<td>3</td>
<td>Ms. Sreya Mukherjee, Director</td>
<td>M/s. NCGB Marine Pvt. Ltd., 3-A, George Terrace, Hastings, Kolkata – 700 022 Tel.: 033-22344080 to 85 Fax: 033-22230199 e-mail:<a href="mailto:ngcbal@vsnl.com">ngcbal@vsnl.com</a> <a href="mailto:pgb@ncgb.in">pgb@ncgb.in</a></td>
<td>41/9(17)/2008 -DS Dt. 22.05.2019</td>
<td>Valid 21.05.2022</td>
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<tr>
<td>4</td>
<td>Shri Vivekanand Sharma, Manager</td>
<td>M/s. Mohan Marine &amp; Container Service, Haldia Dock Complex, N.H. NO.41, Bhabanipur,P.O. Devbhog, Dist. Midnapur, West Bengal.</td>
<td>41/9(18)/2008-DS Dt. 03.07.2019</td>
<td>Valid 02.07.2022</td>
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<td>5</td>
<td>Shri Jitendra Kumar Mishra, Technical Executive</td>
<td>M/s. NTRC Marine &amp; Engineering Services Pvt. Ltd., 91/1/A, C Road, Howrah, Kolkata–711 105 Tel.: 033-26516323/26516568 e-mail: <a href="mailto:trc1@live.com">trc1@live.com</a></td>
<td>L.A. &amp;L.G. (Including Container Spreaders) 41/9(20)/2008-DS Dt.30.10.2018</td>
<td>29.10.2021 Valid</td>
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<td>6</td>
<td>Shri Basishtha Ghata, Manager</td>
<td>M/s. NCGB Marine Pvt. Ltd., 3-A, St. George Terrace, Hastings, Kolkata – 700 022 Tel.: 033-22344080 to 85 Fax: 033-22230199 e-mail: <a href="mailto:ncbcal@vsnl.com">ncbcal@vsnl.com</a> <a href="mailto:ncbg@ncgb.in">ncbg@ncgb.in</a></td>
<td>L.A. &amp;L.G. (Including Container Spreaders) 41/9(36)/2014-DS Dt. 22.05.2019</td>
<td>21.05.2022 Valid</td>
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<td>7</td>
<td>Shri Sandeep Jaiswal, Manager (QA)</td>
<td>M/s Usha Martin Ltd., Tatisilwai, Ranchi,Jharkhand-835103. Tel.: 651-3051400/651-2265241 0651-3051542 Mob: 9934379391 Fax:651-3051409/410 <a href="mailto:feedback@ushamartin.co.in">feedback@ushamartin.co.in</a> <a href="mailto:sandeep_jaiswal@ushamartin.co.in">sandeep_jaiswal@ushamartin.co.in</a></td>
<td>Wire Ropes only 41/8(69)/2014-DS Dt. 20.12.2019</td>
<td>19.12.2020 Valid</td>
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<td>8</td>
<td>Shri Subrata Dutta</td>
<td>M/s Usha Martin Ltd., Totisilwai, Ranchi, Jharkhand-835103. Tel.: 651-3051400</td>
<td>Wire Ropes only.</td>
<td>1 year</td>
<td>20.12.2019</td>
<td>Invalid</td>
</tr>
<tr>
<td></td>
<td>General Manager(QA)</td>
<td>651-2265241 Fax: 651-3051409/410 <a href="mailto:feedback@ushamartin.co.in">feedback@ushamartin.co.in</a> <a href="mailto:contact@ushamartin.co.in">contact@ushamartin.co.in</a></td>
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<td>Bhattacharyya General Manager</td>
<td>Tel.: 033-22344080 to 85 Fax: 033-22230199 e-mail: <a href="mailto:ncb@ncgb.in">ncb@ncgb.in</a></td>
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<td>Asst. Manager</td>
<td>West Bengal, India Tel : 033-26516323, Fax: 033-26516568 M +919874364646 e-mail : <a href="mailto:trc1@live.com">trc1@live.com</a>, <a href="mailto:trc1@hotmail.com">trc1@hotmail.com</a>, <a href="mailto:trccalibration@live.com">trccalibration@live.com</a></td>
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<td>11</td>
<td>Shri Arnab Majumdar</td>
<td>M/s IRC Project Services, Mondal Para, Bankra, Howrah-711403 West Bengal Tel. 033-26534296, 033-68888941 Fax. 033-26534296 M-9007302952 e-mail : <a href="mailto:rcpprojectservices@gmail.com">rcpprojectservices@gmail.com</a> <a href="mailto:rcpprojectservices18@gmail.com">rcpprojectservices18@gmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>1 year</td>
<td>24.09.2020</td>
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<td></td>
<td>Senior Engineer</td>
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<td>VISAKHAPATNAMPORT</td>
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<td>1</td>
<td>Shri Hari Prasad</td>
<td>M/s Omega Pipe Inspection &amp;</td>
<td>L.A. &amp; L.G.</td>
<td>3 years</td>
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<td>41/16(36)/20</td>
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<td>1</td>
<td>Nekkanti, Assistant Engineer</td>
<td>Services Pvt. Ltd., Pawan Residency, Kurmanpalem, Plot No.107, Near Steel Plant, Visakhapatnam, Andhra Pradesh Tel.: 0884-2307272 Fax: 0884-2307272 e-mail: o <a href="mailto:mega@omegapipe.com">mega@omegapipe.com</a></td>
<td>(Excluding Container Spreaders) 14-DS Dt. 08.08.2019</td>
<td>07.08.2022</td>
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<tr>
<td>3</td>
<td>Shri T.S. Kruthivasu, Engineer</td>
<td>M/s. Vishnu Marine Service, 9-40-6, opp.V.M.D.A. Kalabharthi Pitapuram Colony, Visakhapatnam – 530 003(AP) 0891-2575432 &amp; 9440271721 FAX 0891-2738828 <a href="mailto:Vishnumarineservice@yahoo.co.in">Vishnumarineservice@yahoo.co.in</a> <a href="mailto:vishnu_marineservices@yahoo.co.in">vishnu_marineservices@yahoo.co.in</a> <a href="mailto:vishnu_marineservices@hotmail.com">vishnu_marineservices@hotmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders) 41/16(5)/2007-DS Dt.30.10.2018</td>
<td>29.10.2021</td>
<td>3 years</td>
<td></td>
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<tr>
<td>4</td>
<td>Shri T. Madhu, Service Engineer</td>
<td>M/s. Vishnu Marine Services, 9-40-6, opp.V.M.D.A. Kalabharthi Pitapuram Colony, Visakhapatnam – 530 003(AP) 0891-2575432 &amp; 9440271721 FAX 0891-2738823 <a href="mailto:Vishnu_marineservices@yahoo.co.in">Vishnu_marineservices@yahoo.co.in</a> <a href="mailto:vishnu_marineservices@gmail.com">vishnu_marineservices@gmail.com</a> <a href="mailto:vishnu_marineservices@hotmail.com">vishnu_marineservices@hotmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders) 41/16(30)/2013-DS Dt. 11.06.2019</td>
<td>10.06.2022</td>
<td>3 years</td>
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<td>#</td>
<td>Name</td>
<td>Address</td>
<td>L.A. &amp; L.G.</td>
<td>Date</td>
<td>Validity</td>
<td>Date</td>
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<td>5</td>
<td>Shri B.N.V.G. Prasad, Proprietor</td>
<td>M/s Sri Venkateswara Marine Services, 27-7-23, Srinagar, Gajuwaka, Visakhapatnam-530026 Tel.: 0884-2362993 Mobile: 9989144658 <a href="mailto:vankateswaramarine@yahoo.com">vankateswaramarine@yahoo.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/16(19)/20 09-DS Dt. 05.02.2019</td>
<td>3 years</td>
<td>04.02.2022</td>
</tr>
<tr>
<td>6</td>
<td>Shri Pradip Dutta Roy, Engineer Incharge</td>
<td>Southern Marine Services Pvt. Ltd. Sagar Vihar Apartment, Flat No. 501, Door No.7-5-1/57(31), R.K. Beach Road, Near Fish Aquarim, Visakhapatnam-5300035 Tel 0891 2529082</td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
<td>41/9-E/2005-DS Dt. 17.06.2019</td>
<td>3 years</td>
<td>16.06.2022</td>
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<tr>
<td>8</td>
<td>Shri Pereddi Srinivasa Rao, Proprietor</td>
<td>M/s Kalyani Marine &amp; Industrial Engineers, D. No.24-1-9,Thompson Street, Near Old Post Office, Visakhapatnam-530001</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/16(47)/20 19-DS Dt. 03.07.2019</td>
<td>1 year</td>
<td>02.07.2020</td>
</tr>
<tr>
<td>9</td>
<td>Shri Pasi Ravi Shankar, Engineer (QA)</td>
<td>M/s High Seas Shipping Associates, Plot No. 5, Fishing Harbour, Visakhapatnam - 530001 Tel. 0891-2784140,0891-2506550 Fax. 0891-2502045 e-mail : <a href="mailto:bsa_vsp@yahoo.co.in">bsa_vsp@yahoo.co.in</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/16(48)/20 19-DS Dt. 15.07.2019</td>
<td>1 year</td>
<td>14.07.2020</td>
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<td>Email/Contact Information</td>
<td>License Type</td>
<td>License Number</td>
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<td>10</td>
<td>Shri Sanatan Das, Asst. Manager</td>
<td>M/s. NTRC Marine &amp; Engineering Services Pvt.Ltd., Office: Dutch House Apartment, Kirlampudi Layout, Vishakhapatnam-530017 M +91 9874364646 e-mail :<a href="mailto:trc1@live.com">trc1@live.com</a></td>
<td></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/16(49)/2019-DS Dt. 15.07.2019</td>
<td>1 year</td>
</tr>
<tr>
<td>1</td>
<td>Sri Raghunath Mohapatra, Engineer-in-Charge</td>
<td>M/s. Neelanchala Testing House, Premjoti Market Complex, Bijayachandrapur, Paradip, Jagatsinghpur, Orissa – 754142. MOB.9861167333/9477023386 Fax: 06722-222386 e-mail: <a href="mailto:nelanchala@yahoo.com">nelanchala@yahoo.com</a></td>
<td></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/17(1)/2006-DS Dt. 26.03.2019</td>
<td>3 years</td>
</tr>
<tr>
<td>2</td>
<td>Shri Pradipta Kumar Pagada, Service Engineer</td>
<td>M/s. Neelanchala Testing House, Premjoti Market Complex, Bijayachandrapur, Paradip, Jagasinghpur, Orissa – 754142. MOB.9861167333 9477023386 Fax: 06722-222386 e-mail: <a href="mailto:nelanchala@yahoo.com">nelanchala@yahoo.com</a></td>
<td></td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
<td>41/17(4)/2010-DS Dt. 22.04.2019</td>
<td>3 years</td>
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<tr>
<td>3</td>
<td>Shri Sibasish Dey, Asstt. Manager</td>
<td>M/s NTRC Marine &amp; Engineering Services Pvt. Ltd, D-2/6 Industrial estate, Paradipgarh, Odisha - 754141 <a href="mailto:trc1@live.com">trc1@live.com</a></td>
<td></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/9(25)/2009-DS Dt. 05.02.2019</td>
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<td>Date</td>
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<td></td>
<td>Technical Officer</td>
<td>Dist. Jagatsinghpur, Paradip - 754141 Tel.No. 9133-22344080 Fax No. 9133-2230159 <a href="mailto:Email-ncgbcal@vsnl.com">Email-ncgbcal@vsnl.com</a></td>
<td>Spreaders)</td>
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<td>5</td>
<td>Shri Somnath Sarkar,</td>
<td>M/s. NTRC Marine &amp; Engineering Services Pvt. Ltd., Kash Complex,Plot No. 48 (opp. Main Post Office) Paradip 754142 Dist. Jagansinghpur, Odisha, India Tel : 06722223558 M +91 9874364646 e-mail:<a href="mailto:trc1@live.com">trc1@live.com</a> <a href="mailto:trc1@hotmail.com">trc1@hotmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container</td>
<td>41/17(11)/2019-DS Dt. 15.07.2019</td>
<td>1 year</td>
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<td>Asst. Manager</td>
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<tr>
<td>1</td>
<td>Shri A.K. Venkatadari, Managing Director</td>
<td>M/s. Neo Ropes &amp; Tickles (P) Ltd., #72 (Old No. 192/2), Broadway, Chennai – 600108 Tel.No. 25228558/25266901 Fax No. 044-25228558</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/10(1)/2006-DS Dt. 05.02.2019</td>
<td>2 years</td>
<td>04.02.2021</td>
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<tr>
<td>2</td>
<td>Shri K.S.Sudhakaran, Engineering Incharge.</td>
<td>M/s. M.M.Cargo Gear &amp; Marine Services, 27 SNSJ Harbour Tower, Maraicoir Labbai Street, Parrys Chennai-600001 Ph. 2836231385, Mob : 9791251225 Fax 2836235255 Email : <a href="mailto:mcargo10@hotmail.com">mcargo10@hotmail.com</a> <a href="mailto:bennai@mmcargogear.com">bennai@mmcargogear.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/10(7)/2009-DS Dt. 05.02.2019</td>
<td>3 years</td>
<td>04.02.2022</td>
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<tr>
<td>4</td>
<td>Shri Pravasha Pati, Works Manager</td>
<td>M/s Madras Hardtools Pvt. Ltd. No.1, Perianna Maistry Street, P.B. No. 1687, Chennai 600001 Tel 25222923/25222922 Fax : 044-25222088 e-mail : <a href="mailto:info@madrashardtools.com">info@madrashardtools.com</a></td>
<td>Own Manufactured LG (Excluding Container Spreaders)</td>
<td>41/10(31)/2016-DS Dt. 03.07.2019</td>
<td>3 years</td>
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<td>5</td>
<td>Shri S. Muralidharan,</td>
<td>M/s Southern Marine Services Pvt. Ltd., 53, Srinivasa Chetty Street, Sri Padmavati Nagar, Thiruvallur, Minjur, Chennai - 601293</td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
<td>3 years</td>
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<tr>
<td></td>
<td>General Manager</td>
<td>Tel: 9841625080 e-mail <a href="mailto:smurli74@gmail.com">smurli74@gmail.com</a>, <a href="mailto:chennai@southernmarine.co.in">chennai@southernmarine.co.in</a></td>
<td>41/10(36)/2 018-DS DT : 17.06.2019</td>
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<td>6</td>
<td>Shri D. Ravishankar,</td>
<td>M/s Afloat Engineers, No.2, Moore Street, Chennai - 600001</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>1 year</td>
<td>Valid</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Technical Consultant</td>
<td>TelNo. 044-25232565 Telex no. 044-25221295 F-mail: <a href="mailto:afloat_engineers@yahoo.co.in">afloat_engineers@yahoo.co.in</a></td>
<td>41/10(40)/2 019-DSDt. 11.06.2019</td>
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<td>7</td>
<td>Shri Sridhar Mohanty,</td>
<td>M/s. Southern Marine Services Pvt. Ltd., 53, Srinivasa Chetty Street, Sri Padmavati Nagar, Thiruvallur, Minjur, Chennai-601 203</td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
<td>3 years</td>
<td>Valid</td>
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</tr>
<tr>
<td></td>
<td>Superintendent</td>
<td>e-mail: <a href="mailto:chennai@southernmarine.co.in">chennai@southernmarine.co.in</a></td>
<td>41/10(29)/2 015-DSDt. 03.09.2019</td>
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<td>8</td>
<td>Shri Shijo Shaji Service</td>
<td>M/s Marine Equipment Service Company., Unit III, Fire Fighting Road, nside Chennai Harbour, Chennai-600001</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
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<tr>
<td></td>
<td>Engineer</td>
<td>Tel : 9585522386, 9746689005 E-mail : <a href="mailto:service@mescindia.in">service@mescindia.in</a></td>
<td>41/10(39)/2 018-DS Dt. 03.09.2019</td>
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<tr>
<td>1</td>
<td>Shri Shashidhar Bhat,</td>
<td>M/s. S.V. Marine Corporation, Baikampady Indl. Area, New Mangalore-575 011</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>3 years</td>
<td>Valid</td>
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<tr>
<td></td>
<td>Managing partner.</td>
<td>Tel.: 0844-2406682, 0824-2407161 Mobile: 9986108222/ 9545108222,</td>
<td>41/13(9)/2014-DS Dt.11.06.2019</td>
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**NEW MANGALORE**
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<td>2</td>
<td>Shri Manoj V.J., General Manager</td>
<td>M/s Rama Krishna Ship Repairing Pvt. Ltd., 155-C, Baikampady Industrial Area, Baikampady, Mangalore – 575011. Tel.: 0824-2407161, Mob: 9741900547 Email: <a href="mailto:marinesv@gmail.com">marinesv@gmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
<td>41/13(5)/2010-DS Dt. 05.02.2019</td>
<td>3 years 04.02.2022</td>
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<td>3</td>
<td>Shri Sai Krishna, Engineer</td>
<td>M/s. S. K. Marine Services, D. No. 3/145- 1ST Floor, Kukkad House, Near Shetty Ice Cream, Kulai, Mangalore – 575 019 e-mail: <a href="mailto:skmsgoa@gmail.com">skmsgoa@gmail.com</a></td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
<td>41/12(5)/2010-DS Dt. 26.03.2019</td>
<td>3 years 25.03.2022</td>
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<tr>
<td>4</td>
<td>Ms. Shivani Alva, Senior Engineer-I</td>
<td>M/s Alpha Engineering Testing Services 5-4-169, M.G. Road Ballalbagh, Mangalore-575003 shivanialva@outlookcom <a href="mailto:avakp@outlook.com">avakp@outlook.com</a> 2495982, 2457814, M – 9945045982</td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
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**COCHIN PORT**

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<tr>
<td>2</td>
<td>Shri Jose Mathew K., Technical Engineer</td>
<td>M/s Bright Marine Safety Services, 1/591, V.P. Road, Azheekal, P.O. Vypin, Kochi-682510</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
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<td>Shri Sumesh Soman, Manager</td>
<td>M/s. Western Marine &amp; Engineering Services Pvt. Ltd., VII/512D, Panchayat Crash Programme Road, Kundanoor Jn., Maradu P.O., Kochi-682 304</td>
<td>L.A. &amp; L.G. (Including Container Spreaders)</td>
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<td>Shri Priyankar Karmakar, Executive Engineer</td>
<td>M/s N.C.G.B. Engineering Co. Pvt. Ltd., 5-B/20, Aruna Nagar Layout, Celceeni Colony, Tuticorin-628008. Tel.: 0461-2377020 Fax: 0471-2377270</td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)</td>
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<tr>
<td>2</td>
<td>Shri J. Mercelin, Engineering Incharge</td>
<td>M/s M.M. Cargo Gear &amp; Marine Services Pvt. Ltd., 4B/9, New Salt Colony, Near Kamraj College, Tuticorin-628003 Tel.: 2836231385 Mob: 9600294524 Fax: 28362355525 Email: <a href="mailto:mmcargo10@hotmail.com">mmcargo10@hotmail.com</a> <a href="mailto:mcargotuticorin@hotmail.com">mcargotuticorin@hotmail.com</a></td>
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<td>3</td>
<td>Shri V. Ramanathan Proprietor</td>
<td>M/s. Technical Solutions, 2F/639, P &amp; T Colony, 13th Street, West Extension, Tuticorin -628008 Tel.: 461-2345778 Fax: 461-2310474&lt;br&gt;<a href="mailto:technicalsolutions777@rediffmail.com">technicalsolutions777@rediffmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)  No.41/15 (4)/2009-DS DT.11.06.2019</td>
<td>10.06.2022</td>
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<td>4</td>
<td>Shri D. Paramasivan Senior Engineer - Operations</td>
<td>M/s. Technical Solutions, 2F/639, P &amp; T Colony, 13th Street, West Extension, Tuticorin -628008 Tel.: 461-2345778 Fax: 4612310474&lt;br&gt;<a href="mailto:technicalsolutions777@rediffmail.com">technicalsolutions777@rediffmail.com</a></td>
<td>L.A. &amp; L.G. (Excluding Container Spreaders)  41/15(9)/2019-DS DT.05.02.2019</td>
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<td>5</td>
<td>Shri M.R. Sudhahar, Chief Engineer</td>
<td>M/s N.C. Marine Service, 5A/584, Plot No.9, Caldwell Colony, 6th Main Road,Tuticorin-628008 Tel.: 461-2377422 Fax: 461-2375170&lt;br&gt;Mob: 9159197487, 9585522386&lt;br&gt;<a href="mailto:marinetuticorin@yahoo.com">marinetuticorin@yahoo.com</a>&lt;br&gt;<a href="mailto:service@mescondia.in">service@mescondia.in</a></td>
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<td>16-06-2022</td>
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<td>Shri Swapnadip Choudhury, Maintenance Engineer</td>
<td>M/s. NCGB Engineering Co. Private Ltd., 5-B/20, Aruna Nagar Layout, Celceeni Colony, Tuticorin, 628008 Tel.No. 9133-22344080 Fax No. 9133-22230199&lt;br&gt;<a href="mailto:michaelncgb@gmail.com">michaelncgb@gmail.com</a>&lt;br&gt;<a href="mailto:ncgbcal@vsnl.com">ncgbcal@vsnl.com</a></td>
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<td>M/s N.C. Marine Services, 5A/584, Plot No.19, Caldwell Colony, 6th Main Road, Tuticorin-628008 Tel.: 461-2377422 Fax: 461-2375170 Mob: 9159197487, 9585522386 <a href="mailto:pmarinetuticorin@yahoo.com">pmarinetuticorin@yahoo.com</a> <a href="mailto:service@mescindia.in">service@mescindia.in</a></td>
<td>L.A. &amp;L.G. (Excluding Container Spreaders) 41/15(13)/2016-DS Dt. 07.09.2018</td>
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<td>Dr. Ashish Balkrishna Rane, M/s. Micro Care Diagnostic &amp; Health Centre, CGS Colony, Sector 7, Convenient Shopping Centre, Opp. Building No.87, Antop Hill, Wadala (East), Mumbai - 400 037. Tel.: 022-24033744 / 47, Mobile: 9769207001, Email: <a href="mailto:microcaremum@gmail.com">microcaremum@gmail.com</a></td>
<td>No. 45/6-D(6)/2014-DS dt. 03.06.2019</td>
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<td>2.</td>
<td>Dr. (Mrs.) Neelam Anand More, M/s. Micro Care Diagnostic &amp; Health Centre, CGS Colony, Sector 7, Convenient Shopping Centre, Opp. Building No.87, Antop Hill, Wadala (East), Mumbai - 400 037. Tel.: 022-24033744 / 47, Mobile: 9769207001, Email: <a href="mailto:microcaremum@gmail.com">microcaremum@gmail.com</a></td>
<td>No. 43/6-D(5)/2014-DS dt. 03.06.2019</td>
<td>Three years / 02.06.2022</td>
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<td>Dr. A.M. Hajwane, M/s. Hajwane’s Health care Pvt. Ltd., 13/14, Rex Chambers, Gr. FLR, W.H. Marg, Near GPO, Ballard Estate, Mumbai - 400 001. Tel.: 022-22655233 / 34, Mobile: 9821281664 / 9223381664, Email: <a href="mailto:mail@hajwaneshealthcare.com">mail@hajwaneshealthcare.com</a> <a href="mailto:drhajwane@yahoo.com">drhajwane@yahoo.com</a></td>
<td>No. 45/6-D(4)/2013-DS dt. 26.07.2019</td>
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<td>Dr. A. Harigopal Subudhi, M/s. Sun Clinic, 47, Vaju Kotak Marg, Near GPO, Fort, Mumbai - 400 001. Tel.: 022-66340226 / 65006307, Mobile: 9821232673, Email: <a href="mailto:info@sunclinicindia.com">info@sunclinicindia.com</a> <a href="mailto:support@sunclinikindia.com">support@sunclinikindia.com</a></td>
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<td>5.</td>
<td>Dr. Ashish P. Chaudhari, M/s. Marine Medical Services, 209, 210, 211 Mint Chamber, 45/47, Mint Road, Fort, Mumbai - 400 001. Tel: 022-22611213 / 22675152, Mobile No.: 9820189028, Email: <a href="mailto:marinemedical@gmail.cominfo">marinemedical@gmail.cominfo</a>@marinemedicalservices.in</td>
<td>No.45/6-D(18)/2018-DS dt. 09.01.2019</td>
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**KOLKATA PORT**

| 1.  | Dr. Sanjay Kumar Gupta, M/s. Seaman Safety (India) Pvt. Ltd., Aastha Clinic, 57, Diamond Harbour Road, Kolkata - 700 023. Tel.: 033-24485582, Mobile: 9831088295 | No. 45/6-D/97-DS dt. 18.07.2019 | Three years / 17.07.2022 | Valid |

**MORMUGAO PORT**

| 1.  | Dr. Anand Kumar Thakur, M/s. Sidad’s Pathology Lab, Of 4 & 5, Chase Chambers, Vasco, Goa - 403 802. Tel: 0832-2501316, Email: sidads@hotmail.com | No.41/6-D(11)/2017-DS dt. 07.02.2020 | One year / 06.02.2021 | Valid |

**COCHIN PORT**

| 1.  | Dr. Sriram Chandran, M/s. Gautam ospital, P. B. No.868, Panayappilly, Kochi - 682 005. Tel.: 0484-2210510 / 2210512, Fax: 0484-2210511, Mobile: 8606216733, Email: gauthamhospital70@gmail.commail@gauthamhospital.org admin@gauthamhospital.org | No.45/6-D(4)/2010- DS dt. 03.06.2019 | Three years / 02.06.2022 | Valid |

**J.N. PORT**

<p>| 1.  | Dr. Uttam Kumar Shinde, M/s. Shree Sai Nursing Home and Polyclinic,Vishakarma Towers, Plot No.4, Sector-21, Tata Hospital Road, Kharghar - 410210. Tel.:022-27741116, Mobile: 9820458909, Email: <a href="mailto:dr_uttamh@rediffmail.com">dr_uttamh@rediffmail.com</a> | No.45/6-D(1)/2016-DS dt.09/12/2016 | One Year/ 08/12/2017 | Ceased |</p>
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<td>2.</td>
<td>Dr. Jatin Damji Hurbada, M/s. Ojas Nursing Home, Sector 8, Plot No. 8/3, Phase II, Behind MGM School, Nerul, Navi Mumbai - 400 706. Tel.: 022-27725634, Fax: 022-27725102, Email: <a href="mailto:drrahulkt1@gmail.com">drrahulkt1@gmail.com</a></td>
<td>No. 45/6-D(3)/2016-DS Dt. 28.06.2019</td>
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<td>3.</td>
<td>Dr. Mala Chandulal Mange, M/s. Microcare Diagnostic Centre, Shop No. 7, Ramesh Chamber, Sonari Village, Karal Phata, JNPT Road, Uran, Dist. Raigad - 400 707 Email: <a href="mailto:drmukeshbhanushali@gmail.com">drmukeshbhanushali@gmail.com</a></td>
<td>No. 45/6-D(17)/2018-DS Dt. 28.06.2019</td>
<td>Three years/ 27.06.2022</td>
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<tr>
<td>4.</td>
<td>Dr. Himanshu R. Panchal, M/s. CDC (Clinical Diagnostic Centre), Gala No. 121, Bldg. No. 2 (A-3), Sector-1, Millennium Business Park, MIDC, Mahape - 400710. Mobile: 9820026822 / 9820200681, Email: accounts@cdcgrou p.co.in eddie.palia@cdcgrou p.co.in</td>
<td>No. 45/6-D(14)/2017-DS Dt. 26.07.2019</td>
<td>Three years / 25.07.2022</td>
<td>Valid</td>
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</tr>
</tbody>
</table>

**VISAKHAPATNAM PORT**

<table>
<thead>
<tr>
<th></th>
<th>Name and Address</th>
<th>Reference Number</th>
<th>Valid From</th>
<th>Valid Till</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Dr. Mrs. D Hiranmayi Chikkala M/s. Venkatarama Hospital, 47-7-43, Dwarakanagar, 4th Lane Visakhapatnam-530 016</td>
<td>45/6-D(5)/2019-DS dt 06.03.2020</td>
<td>One year / 05.03.2021</td>
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**CHENNAI PORT**

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<th>Valid Till</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Dr. Balakrishna Udaya Kumar, M/s. DOC Medical Services Pvt. Ltd., No. 1, Ambadi Road, Kotturpuram, Chennai - 600 085. Tel.: 044-42188814 / 24472407 Mobile: 9840031509, Email: <a href="mailto:uday@doc-chennai.com">uday@doc-chennai.com</a> <a href="mailto:uday@docmedservices.com">uday@docmedservices.com</a></td>
<td>No. 45/6-D(3)/2017-DS Dt. 28.06.2019</td>
<td>One year / 27.06.2020</td>
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<tr>
<td>SR. NO.</td>
<td>NAME OF THE INSTITUTES</td>
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<tr>
<td>---------</td>
<td>------------------------</td>
<td></td>
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</tbody>
</table>
| 1.      | Central Labour Institute  
          N.S.Mankiker Marg  
          Sion, Mumbai 400022 |
| 2.      | Regional Labour Institute, Chennai  
          TTTI P.O. Taramani, Adyar, Chennai-600113 |
| 3.      | Regional Labour Institute  
          Sector 47, Faridabad – 121 001 |
| 4.      | Regional Labour Institute  
          Lake Town, Patipukur, Kolkata 700089 |
| 5.      | Lokmanya Medical Research Centre,  
          Lokmanya Hospital, 314/B Telco Road  
          Chinchwad, Pune 411 033 |
| 6.      | Department of Environmental Health Engineering,  
          Sri Ramachandra University, Porur,  
          Chennai - 600 116 |
| 7.      | School of Public Health, SRM University  
          SRM Nagar, Kattankulathur, Kancheepuram,  
          Dist.Tamil Nadu 603 203 |
| 8.      | ICMR, NIOH,PB. NO. 2031, Meghani Nagar  
          Ahmedabad, Gujarat-380015 |
| 9.      | ICMR, ROHC, Block DP,Sector V,Bidhan Nagar (Salt Lake),  
          Kolkata-700091,West Bengal |
| 10.     | Regional Occupational Health Centre  
          Nirmal Bhawan Complex, Poojanahalli Road, Off. NH-7,  
          Devanahalli Tal., Kannamangala  
          PO Bengaluru - 562 110 |
| 11.     | Regional Centre for Occupational Health  
          A Unit of Micro Diagnostic & Health Centre, Bagwe Hospital,  
          Cama Lane, Opp. SNDT College, Neelkanth Nagar,  
          Ghatkopar (W), Mumbai - 400086 |
| 12.     | Indian Institute of Public Health, Opp. Air Force Head Quarters,  
          Chiloda Road, Lekawada, Gandhinagar, Gujarat 382042 |
<table>
<thead>
<tr>
<th></th>
<th>Name of the Institution / Consultant / Facility</th>
</tr>
</thead>
</table>
| 13 | NLC India General Hospital  
NLC India Ltd., Neyveli, Kurinchipadi T. K.  
Cuddalore District, Tamil Nadu - 607803 |
| 14 | Chief Inspector of Factories & Boilers  
Institute of Safety, Occupational Health & Environment,  
Althino, Panaji, Goa - 403 001 |
| 15 | Dr. Y.V.Rao Clinics  
8-2-316/A/6/A, 4th Floor Above SBI Bank,  
Road 14, Banjara Hills, G.S.Nagar  
Nandhi Nagar, Hyderabad  
Telangana 500033 |
| 16 | Amravati Chemical Safety  
(ACS) Consultants  
1st Floor, Besides Lazarus Hospital,  
10-50-2, Ram Nagar, Waltair Main Road,  
Visakhapatnam, Andhra Pradesh 530002 |
| 17 | Centre for Occupational and Environmental Health  
IVPSS of Govt. of NCT of Delhi, Health & Family Welfare Department  
2, Bahadur Shah Zafar Marg,  
Maulana Azad Medical College Campus,  
Balmiki Basti, New Delhi, Delhi 110002 |
APPLICATION PROCEDURE, ELIGIBILITY, ETC. FOR GRANT OF APPROVAL AS “EMPANELLED DOCTOR” UNDER THE DOCK WORKERS (SAFETY, HEALTH AND WELFARE) REGULATIONS, 1990.

1. APPLICATION PROCEDURE:

All applications are to be sent, in duplicate, in the prescribed format along with all enclosures to:

The Director General
Factory Advice Service and Labour Institutes
Ministry of Labour and Employment
Government of India
N.S. Mankikar Marg Sion,
Mumbai – 400 022

2. CHECKLIST OF ENCLOSURES:

Self Certified Copies of the following documents are to be submitted along with the application:

(a) Age proof certificate and two passport size photographs
(b) Certificates of qualifications claimed
(c) Experience Certificates, for each of the periods of experience mentioned in the application
(d) *Valid Calibration Certificates of clinical equipments
(f) Empanelment granted/issued under the statutes mentioned at item (9) of the Application Form

* the validity of the calibration certificate is one year from the date of calibration

3. ELIGIBILITY:

The eligibility for application shall be as under:

3.1 Age: Less than 65 years on the date of application.

3.2 Qualifications
Individuals applying for consideration must possess a MBBS degree from recognized medical college recognized by Medical Council of India and should have completed rotating internship. In addition to the MBBS degree, they also should possess either DIH/AFIH Post Graduate qualification, recognized by Medical Council of India/DG FASLI, respectively,

3.3 **Experience:**

Minimum five years of experience in the field of occupational health.

4. **FACILITIES:**

4.1 Laboratory / facilities / technicians, etc. to carry out blood tests like CBC, Blood, Sugar & other bio-chemical tests of serum, urine R / E

4.2 Equipments and facilities for audiometry

4.3 Equipments and facilities for vision testing from Occupational health point of view *

4.4 Equipments and facilities for Lung Function tests

4.5 Equipments and facilities for taking Chest X-ray (full size)

4.6 Equipment and facilities for E.C.G.

5. Individuals applying for consideration should have facilities of their own for conducting such medical examinations and tests.

6. Institutions/Hospitals can also apply for conducting medical examinations if they have the qualified Doctor as mentioned in 2 above.

7. **MEDICAL EXAMINATION SHALL CONSIST OF:**

- Recording the details of history (present, past, personal, family, socio-
economic and any other, if relevant).

- **Occupational History** (past and present with likely hazard to which may be exposed).
- General medical / physical examination.
- Systemic medical examination.
- Specific target organ/system examination.

**Tests:** Routine urine examination, CBC blood examination, blood sugar (both fasting and PP), and ECG, lung function tests, Audiometry, tests for visual performance (job oriented vision testing), X-ray PA View of Chest (full size).

Specific tests, if needed, to ascertain the fitness of individual for specific job and also to monitor his occupational health statutes in future (to be determined keeping in view the occupational hazard to which the individual is exposed.

8. **MISCELLANEOUS:**

Fresh applications for empanelment will be accepted until further notice.

Application procedure, Eligibility, etc. are subject to change at the discretion of the Chief Inspector of Dock Safety, DGFASLI, Ministry of Labour and Employment, Government of India, Mumbai – 400 022.

Incomplete applications, or applications not meeting the eligibility criteria, shall be rejected.

Distance between clinic and workplace should be feasible.

All clinical equipments required for medical examination should be calibrated annually.

The validity of the empanelment granted shall be for a period of one year only.

The application along with all necessary documents for renewal of empanelment should be made strictly 60 days before the expiry of validity) or in case of modification / change in the existing facilities, to the Chief Inspector of Dock Safety, DGFASLI, Ministry of Labour and Employment, Government of India, Mumbai – 400 022.

In case of any one time addition or deletion of testing facilities intended for carrying out specific testing requirements, the empanelled doctor shall approach the Chief Inspector of Dock Safety, DGFASLI, Ministry of Labour and Employment, Government of India, Mumbai – 400 022, for obtaining necessary approval.
The details of the medical examination shall be suitably recorded and shall be made available to the Inspector on demand.

(j) The empanelled doctor attends on a dock workers suffering from any disease specified in Schedule IV, a notice in Form XIV shall be sent to the Director General, Directorate General Factory Advice Service and Labour Institutes, DGFASLI, Ministry of Labour and Employment, Government of India, Mumbai – 400 022.

(k) The empanelled doctor is of the opinion that the dock workers so examined is required to be taken away from the dock work for health protection he may inform the Port Authorities or Dock Labour Board or the other Employer of dock workers and Chief Inspector of Dock Safety, DGFASLI, Ministry of Labour and Employment, Government of India, Mumbai – 400 022, accordingly.

9. WITHDRAWAL:

Empanelment can be withdrawn anytime by the Chief Inspector of Dock Safety without assigning any reason.
APPLICATION FORM FOR EMPANELMENT OF DOCTORS
FOR MEDICAL EXAMINATION OF DOCK WORKERS

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Details</th>
<th>Passport Size Photograph</th>
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<tbody>
<tr>
<td>1.</td>
<td>Name in full</td>
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<tr>
<td>2.</td>
<td>Date of Birth</td>
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</tr>
<tr>
<td>3.</td>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>(a) Residence</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b) Clinic/ OHC/ Hospital</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Telephone No. (Res.)</td>
<td></td>
</tr>
<tr>
<td>Hospital / Clinic</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Course | Institution | Year of Passing | Grade
----------|-------------|-----------------|-------
MBBS
DIH / AFIH
M.D.
Others, if any

6. Experience (a)Employment :

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name &amp; Address of Employer</th>
<th>Period</th>
<th>Nature of Job</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>From</td>
<td>To</td>
</tr>
</tbody>
</table>


(b) Private Practice

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name &amp; Address of Clinic / Hospital</th>
<th>Period From</th>
<th>Period To</th>
<th>Nature of Practice</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

(c) Experience in area of occupational health and medical surveillance of Workers, if any:  
-----------------------------------------------------------------------------------

Sl. Name & Address Nature of work done other details, No. of industries / ports if any where work carried out
-----------------------------------------------------------------------------------

7. Are you / your hospital, is having the facilities of your own (Put tick mark √ at appropriate answer)

| * Laboratory / facilities / technicians, etc. to carry out blood tests like CBC, Blood, Sugar & other bio-chemical tests of serum, urine R | Yes / No |
| * Equipments and facilities for Audiometry | Yes / No |
| * Equipments and facilities for vision testing from Occupational health point of view | Yes / No |
| * Equipments and facilities for Lung Function tests | Yes / No |
| * Equipments and facilities for taking Chest X-ray (full size) | Yes / No |
| * Equipment and facilities for E.C.G. | Yes / No |
8. In case you do not have all the facilities as mentioned in item No.7 then indicate how do you propose to get them done & give the details of the facilities available there.

-----------------------------------------------------------------------------------------------
Sl.No. Facilities Name & Address of Polyclinic / Hospital -------------------
-----------------------------------------------------------------------------------------------
-------Use separate sheet to provide the detailed information

***Whether the applicant has been empanelled under any other statutes (tick mark)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>i.</td>
<td>The Factories act, 1948 -</td>
</tr>
<tr>
<td>ii.</td>
<td>The Mines act, 1952 -</td>
</tr>
<tr>
<td>iii.</td>
<td>The Dock Workers (Safety, Health &amp; Welfare) Act, 1986</td>
</tr>
</tbody>
</table>

(If so, give the details thereof along with the copy of the empanelment order)

8. Any other information which you wish to provide :-

________________________________________________________________________

I certify that the information given above is true to the best of my knowledge. I further certify that I shall comply with all the conditions laid down by the DGFASLI in this regard from time to time.

Signature of the Applicant

Place: ___________________________
Date: _________________________

*Please enclose attested copies of the certificates supporting the information provided under item Nos.5 & 6.

**Please attach separate sheet if the space provided is insufficient.

***Please enclose attested copies of the certificates supporting the information provided under item No.9.
Format for Application for Renewal of empanelment for carrying out medical examination of dock workers.

1. Name in full :

2. Date of Birth :

3. Address :

4. Whether acquired DIH/AFIH : YES / NO

5. Number of Supervisors/ Workers medically examined during the previous period of empanelment

6. Details of additional facilities acquired during the previous period of empanelment

7. Arrangements proposed, if lung function test, eudiometry test, etc. available or not with the doctor
PROFORMA FOR
MEDICAL EXAMINATION RECORD OF DOCK WORKERS

(A) Personal Data:

S.No.  Date of Examination:

Name:

Age  Sex  Height  Weight

Father's name:

Address:

Mark of identification:

(B) History of present illness, if any:

(C) History of past illness:

(D) Personal history:

(E) General Examination:

General condition  Build  Skin  Dyspnoea
Anaemia  Oedema  Venous engorgement  Deformity
Pulse  Temperature  Respiration  Blood Pressure

Any other special observations / findings.
(F) Systemic examination:

1. Respiratory system:
2. Cardio vascular system:
3. Gastro-intestinal system:
4. Central nervous system:
5. Musculo-skeletal system:
6. Genito-urinary system:
7. Ear, Nose and Throat:
8. Nose
9. Throat
10. Skin
11. Any other:

(G) Occupation related special examination:

1. Job description:

2. Special Medical Examination for the dock work:

   i) Sight:
      1. Distant vision, either eye should not be less than Snellen 6/12 corrected or uncorrected and not less than 6/36 uncorrected in the worse eye.
      2. Near vision; not less than Ns° corrected or uncorrected (in either eye)
      3. Binocular vision.
      4. No diplopia.
      5. No limitation of visual fields.
      6. Stereopsis must be column 4,5, or 6 in key-stone vision screening test.
      7. Testing of colour vision (especially the ability to distinguish between red and green) by a suitable test.
ii) Hearing:
Persons with normal hearing must be able to hear a forced whisper at 24 feet. Person using hearing aids must be able to hear a warning shout under noisy working conditions.

iii) Upper limbs: Adequate arm function and grip (both arms)

iv) Lower limbs: Adequate leg and foot function.

v) Spine: Adequate flexible for the job concerned.

vi) General: Mental alertness and stability with good eye, hand and foot co-ordination.

3. Tests:

i) Blood - CBC

ii) Blood sugar - F & PP

iii) Urine examination - routine

iv) Vision testing (on vision tester)

v) Audiometry

vi) E.C.G

vii) Lung function test

viii) X-Ray chest (full size PA view)

ix) Any other

Overall assessment of the person examined:
(I) Conclusion:

Fit / Unfit (give reasons) / Temporarily unfit (give reasons)

Signature or Left thumb impression
of the person examined

Date: Place: Signature of Medical Officer

Special Recommendation of the Medical Officer, if any:

Signature of the Medical Officer

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# PROFORMA FOR MAKING AVAILABLE INFORMATION REGARDING MEDICAL EXAMINATION TO THE EMPLOYER OF DOCK WORKERS

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Date and time of medical examination</th>
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</thead>
<tbody>
<tr>
<td>3.</td>
<td>Whether pre-employment or periodic medical examination (strike out whichever is not applicable)</td>
</tr>
<tr>
<td>4.</td>
<td>Date of last medical examination</td>
</tr>
<tr>
<td>5.</td>
<td>Signature of L.T.I. of the dock worker examined</td>
</tr>
<tr>
<td>6.</td>
<td>Name of the dock worker examined</td>
</tr>
<tr>
<td>7.</td>
<td>Employment / Registration No. if any</td>
</tr>
<tr>
<td>8.</td>
<td>Address of the employer</td>
</tr>
<tr>
<td>9.</td>
<td>(Strike out whichever is not applicable)</td>
</tr>
</tbody>
</table>

   i) The findings of the medical examination suggest that the person examined is fit and has no symptoms and signs indicating adverse effects on health and can continue working.

   ii) The findings of the medical examination suggest that the person examined has signs and symptoms suggestive of health affliction due to occupational risks and should be kept away from such exposure and needs medical attention.

   iii) The findings of the medical examination suggest that the person is unfit temporarily due to health affliction due to occupational risks. He is suffering from .................................................. which could be occupational health disorder.

   iv) The findings of the medical examination suggest that the person examined is afflicted with the occupational disease .................................. and is permanently incapacitated to continue in the job. The case may be reported to the Chief Inspector Dock Safety in the prescribed proforma.

Date  
Place  
Signature of Medical Officer

---

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### MONTHLY STATEMENT OF MEDICAL EXAMINATIONS CARRIED OUT

#### Name of the Employer:

<table>
<thead>
<tr>
<th>SL. No.</th>
<th>Name of the Employer</th>
<th>Month in which Examination conducted</th>
<th>Category of Dock Workers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Operators of winch, cranes and Transport equipment and signalers</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Initial Exam.</td>
</tr>
</tbody>
</table>

Forward to:

1. The Chief Inspector of Dock Safety,
   Director General Factory Advice Service & Labour Institutes,
   Govt. of India, Ministry of Labour,
   Son, Mumbai – 400 022.

2. The Inspector of Dock Safety
   [of the concerned port]

Name & Address of the Doctor

---

(Signature of the Doctor)
### Statement of Dock Workers Found Unfit

**Monthly Report**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Employer</th>
<th>Name(s) of the workers found unfit with age</th>
<th>Reasons for unfit</th>
</tr>
</thead>
</table>

(Signature of the Doctor)

Date of Examination: Date of last Examination:

I. Personal data:-

1. Name…………………

2. Age………… 3. Sex……… M/F…………


6. Section……………… 8. Qualification……………

9. Identification Marks: (1)
(2)

II. Occupational history:-

1. Present occupation………………………………

2. Type of work being done…………………………

(a) In the present occupation ………………………
(b) In the previous occupation ………………………

3. Years of Service: ………………………………..

III. Personal history:-

1. Smoking: Y / N Duration…… No. of Pack per day……

2. Alcohol:
   Occasional/Regular……………………………………

3. Others: (Tobacco, Pan, Bhangetc.)……………………………..

5. Family details: Married/Unmarried… 5. No. of children……

IV. Job specific personal protective equipments used (Mandatory/Other than Mandatory)………………
V. History of past illness:
   R S ..............................................................................................................
   CVS ...........................................................................................................
   CNS .........................................................................................................
   GIT .........................................................................................................
   Others .....................................................................................................

VI. History of present illness: Present Complaints and duration
1. ................................................................................................................
2. ................................................................................................................
3. ................................................................................................................
4. ................................................................................................................
5. ................................................................................................................

VII. General Examination:-
1. Height……Cms; 2. Weight……Kg;
4. Personal Hygiene............. 5. Cyanosis....................
6. Pulse…../ Minutes…….. 7. Liver..............................
8. Blood pressure……..mm Hg. 9. Spleen.........................
10. Pallor...................... 11. Skin.................................

VIII. Systemic Exam
1. R.S..........................................................
2. CVS....................................................................
3. P/A.....................................................................
4. Nervous System.................................
5. Others...........................................................

IX. INVESTIGATIONS:
1. Titmus Vision Test:
2. ECG:
3. Audiometry
4. PFR
5. Others
Place:

Date: (Signature of Medical Officer) 

Name & Seal of the empanelled Medical Doctor approved by DGFASLI.

DGFASLI Order No & Date………………

…………………………………………….

Medical Registration No.& Date…….

…………………………………………….

(Before issuing the Certificate, Reference is invited to the Standard Physical Fitness for the work in Ports and Docks in the page 5).

I hereby certify that I have personally examined (name)………………………..son/daughter/wife of …………………………. residing at …………………………………. who is desirous of being employed in……………………..in the capacity of ……………………….. and that his/her age as nearly as can be ascertained from my examination is……………….years and that he/she is free from any disease or disability likely to endanger him and others on employment in ………………….in the capacity of………….. and hence I declare him physically and mentally fit for employment.

Reason for—

i. Refusal of fitness certificate…………………………………………..

ii. Certificate being revoked…………………………………………….

Signature/Left thumb Impression                    (Signature of Medical Officer)
Name & Seal of the empanelled Medical Doctor approved by DGFASLI.
DGFASLI Order No & Date…………….
Medical Registration No.& Date……

Place:
Date:

Note:

1. Certificate to be supported by the results of medical examination and investigation results in the prescribed proforma.
2. Exact details of the cause of physical disability should be clearly stated.
3. Functional/Productive abilities should be stated if disability is stated.
STANDARD OF PHYSICAL FITNESS FOR THE WORK IN PORTS AND DOCKS

(i) General Physique:

(ii) Vision: Total visual performance using Standard Orthorator like Titmus Vision Tester should be estimated and suitability for placement in accordance with the prescribed job standards.

(iii) Hearing: Persons with normal hearing must be able to hear a forced whisper at twenty four feet. Person using hearing aids must be able to hear a warning shout under noisy working conditions.

(iv) Breathing: peak flow rate using standard Peak Flow Meter and the average peak flow rate determined out of these readings of the test performed. The results recorded at pre-placement medical examination could be used as a standard for the same individual at the same altitude for reference during subsequent medical examination.

(v) Upper Limbs: Adequate arm function and grip (both hands).

(vi) Lower Limbs: Adequate Leg and Foot function.

(vii) Spine: adequately flexible for the job concerned.

(viii) General: mental alertness and stability with good eye, hand and foot co-ordination

(ix) Any other tests which the examining doctor considers on the requirements of specific nature of works

The procedure of approval of site notification is given below:

The applicant should submit the report to Chief Inspector of Dock Safety along with the following enclosures and a copy of the same to local Inspectorate of Dock Safety. The reporting proforma is given in schedule 7 of MSIHC Rules. Schedule 7 of MSIHC Rules is available on website and should be downloaded. Document in support of name and address of employer is required to be attached. Document in support of the postal address of the site is to be attached. Site plan along with the neighbouring installations, if any is to be attached. Any other documents in support information furnished in the report may be attached. The necessary approval on the report will be given within 60 days from the receipt of the report complied with the provision of the act or rules made thereunder.
Information available in electronic form

A. WITH MIS DIVISION

1. ON DGFASLI WEBSITE

About DGFASLI

Information about DGFASLI

STATUTES

Factories Act 1948  
Dock Workers Safety, Health & Welfare Act 1986  
Model Rules framed under Factories Act  
Model Rules : Part II  
Other Acts – links to :

Environmental Protection Act  
Manufacture, Storage and Import of Hazardous Chemical (Amendment) Rules, 2000  
Building & Other Construction Act  
Mines Safety Act  
Indian Boilers Act 1923  
Indian Boilers Regulations  
Dangerous Machines (Regulations) Act  
Child Labour (Prohibition and Regulations) Act  
Indian Electricity Act  
Indian Electricity Rules  
Indian Explosives Act  
The Petroleum Act  
Static and Mobile Pressure Vessels Rules

ADVISORY SERVICES

Respiratory Equipment Testing Laboratory (RETL)  
Types of Respiratory Protective Equipment & Related Tests  
Non – Respiratory Testing laboratory (NRTL)  
Material Safety Data Sheet(MSDS)  
National Referral Diagnostic Centre (NRDC)
INDOSHNEWS
60 issues available in .pdf format right from 1996 to 2012.

SAFETY AND HEALTH INFORMATION

National Policy on OSH
English
Hindi

International Chemical Safety Cards
Hind - 100 cards

Statistics
Factories – Registered factories, No. of factories inspected, No. of workers Employed, Industrial injuries, Frequency and Incidence Rate, State wise fatal and non-fatal injuries, state wise status of safety officers,

Docks – Reportable accidents in major ports, ships and oil tankers inspected, appointment of Safety Officers, etc.

Video Clippings and Safety & Health Poster Gallery
Video film on OSH
Safety and health posters

Fitness
Exercise and Cardiovascular Fitness

Important addresses
List of Chief Insp. of Factories
List of Dock Safety Offices
List Regional Labour Institutes

Awards
Vishwakarma Rashtriya Puraskar – Details of the scheme
National Safety Awards – Details of the scheme
List of Awardees – from 1993 onwards

Publications
Reports Published by DGFASLI
Survey of process safety, occupational health and work environment in Pesticide industries in India

STUDY REPORTS

1. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Kerala
2. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Goa
3. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Tamil Nadu
4. Assessment of Capabilities & Management of Occupational Safety & Health in the State of West Bengal
5. Assessment of Capabilities & Management of Occupational Safety & Health in the National Capital Territory of Delhi
6. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Uttar Pradesh
7. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Orissa
8. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Andhra Pradesh
9. Assessment of Capabilities & Management of Occupational Safety & Health in the Union Territory of Chandigarh
10. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Madhya Pradesh
11. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Assam
12. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Himachal Pradesh
13. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Rajasthan
14. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Maharashatra
15. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Gujarat
16. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Jharkhand
17. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Karnataka
18. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Tripura
19. Assessment of Capabilities & Management of Occupational Safety & Health in the State of Uttaranchal

Training Courses: List of training programmes conducted by all the labour institutes in a calendar year
At Mumbai
At Chennai
At Kanpur
At Kolkata
At Faridabad

Related Links – Links to important OSH websites worldwide

Announcements:

Academic courses
Diploma in Industrial Safety – Brochure and form for each institute

AFIH (ASSOCIATE FELLOW OF INDUSTRIAL HEALTH) – Brochure and form

Specialised courses
One Month Specialized Certificate Course in Safety & Health for Supervisory Personnel Working in Hazardous Process Industries – Brochure and form

Awards
 Prime Minister’s Shram Awards

 N.S.A. & VRP AWARDS

Results
AFIH Results

Special Announcements
Model of Personal Protective Equipments for display at Safety, Health & Welfare Centre

Tenders

2. ON DGFASTI INTRANET

Principal Monthly Report

Standard Reference Note

Catalogue of library

Monthly Principal Activity of DGFASTI
Plan Scheme
Circulars
CIF Conference .Agenda
Citizen’s Charter
Right to Information Act 2005

3. **ILO publications**

Your Health & Safety at Work
CIS Abstract – A
CIS Abstract – B
ILO digital Collection
Encyclopedia
Standards on Occupational Safety & Health – ILO
CIS Thesaurus
Safe Work Bookshelf – 2005

4. **CDs received from ILO, etc.**

Over one lakh MSDS available on CDs received from CCINFO, Canada

CDs on CHEMpendium which includes NIOSH pocket guide, fact sheets, transport TDG, transport 49 CFR, CHEMINFO, CESARS, etc.

CDs on OSH researcher which includes information on chemicals and other safety and health aspects.
B. **WITH FAS DIVISION**

1. The Factories Act, 1948 as amended upto 1987
2. The Model Rules
3. National Policy on Occ. Safety, Health & Environment at work place
4. One month certificate course for Supervisory Personnel engaged in hazardous manufacturing processes
5. Standard Reference Note
6. Standard note on Legislation
7. Agenda and Proceedings of the Annual Conference of CIFs
8. Agenda and Proceedings of the Conference of Inspectors of Dock Safety
9. Agenda and Proceedings of the Advisory Committee Meetings under DW (SH&W) Act
10. Month Activity Report
11. Quarterly Performance/Progress Report
12. Model MAHC Rules, 1987
13. Study
14. Report of Special Committee constitutes by DG/Ministry, etc.

C. **WITH DOCK SAFETY DIVISION**

1. Dock Safety Annual Report
2. List of Competent Persons declared
3. List of Stevedores cleared by DGFASLI.
5. Manual for Inspectors
6. Reference Manual for Inspectors
8. Inspection manuals
9. Proceedings of the Workshops of the Competent Persons
10. Report of Special Committee constitutes by DG/Ministry, etc.

D. **WITH INDUSTRIAL MEDICINE DIVISION**

The information on the Statement of Categories of documents that are held or under its control by various disciplines/divisions of DGFASLI are given below:-

1. **Reports:**
   a) The report of various national studies and surveys conducted by the divisions/disciplines under the DGFASLI on matters of occupational health and safety.
   b) The reports of the studies conducted at the behest of the Government and other agencies.
c) The reports of consultancy studies and surveys conducted by the various divisions on occupational health and safety matters.

2. **Manuals of training programmes**: The manuals prepared by various divisions/disciplines of the institute during the conduct of various training programmes (short term/long term) for issue to the participants.

3. **Registers**: The registers containing the details of participants attending various programmes along with the fee collected from the participants etc.

4. **Guidelines**: The guidelines issued by the authorities for the conduct of training programmes, selection of candidates, administrative instructions etc.

5. **Records**: The records/files of various candidates selected, undergone the course and successful candidates of various examinations like the ADIS Course, AFIH Course etc.
Particulars of Central Public Information Officers (CPIOs), Alternate Public Information Officers (ACPIOs) and Apellate Authorities (AAs) of DGFASLI

R.T.I. RELATED INFORMATION

Public Authority : DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR INSTITUTES

First Appellate Authority : Dr. S.K. Haldar
Dy. Director General
Phone No. 022 24060573

CPIO : Dr. R.N.Meena
Director (ST/Prod.)
Phone No. 022 24060637

Fee for seeking Information

Application fee : Rs. 10/- per application

Other fees : Towards cost of providing information as per RTI Rules, 2012.

Mode of payment : By D.D. or Banker Cheque or Indian Postal Order payable to the Accounts Officer, DGFASLI. Or by way of cash to the Public Authority or to the CPIO of the public authority against a proper receipt.

Access to RTI Manual : 1. With CPIO during working hours
2. www.dgfasli.nic.in at the link “RTI”
Central Public Information Officers (CPIOs)

GOVERNMENT OF INDIA
MINISTRY OF LABOUR & EMPLOYMENT
DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES,
SION, MUMBAI-

No.3/3/2019 (II) - Estt. Dt:29/05/2020

OFFICE ORDER

Competent Authority has approved the Revised Appointment of following officers as CPIO in their offices in addition to their existing work with immediate effect till further orders:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Officer &amp; Place of Posting</th>
<th>Additional work of CPIO at</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. R.N. Meena, Director (ST/Prod.), C L I, Mumbai</td>
<td>DGFASU (HQ)</td>
</tr>
<tr>
<td>2</td>
<td>Sh. B.N. Jha, Director (Safety), Dock Safety</td>
<td>Dock Safety</td>
</tr>
<tr>
<td>3</td>
<td>Sh. Raj Krishna, Dy. Director (Safety), C L I, Mumbai</td>
<td>C L I, Mumbai</td>
</tr>
<tr>
<td>4</td>
<td>Sh. Sumit Roy, Director (Safety), R L I, Faridabad</td>
<td>R L I, Faridabad</td>
</tr>
<tr>
<td>5</td>
<td>Sh. G.P. Niglingappa, Director (Safety), R L I, Chennai</td>
<td>R L I, Chennai</td>
</tr>
<tr>
<td>6</td>
<td>Sh. Tanuj Chandan, Director (Safety), R L I, Kolkata</td>
<td>R L I, Kolkata</td>
</tr>
<tr>
<td>7</td>
<td>Dr. Ar Kapoor Bhu Sau, Dy. Director (Ind. Medicine), R L I, Kanpur</td>
<td>R L I, Kanpur</td>
</tr>
</tbody>
</table>

This is issued with the approval of Director General.

To,
All Officers as mentioned above.

Copy to:
1. Dr. R.K. Elangoav, Director General, DGFASU, Mumbai,
2. Dr. S.K. Haldar, Dy. Director General, DGFASU, Mumbai,
3. Sh. B.L. Bairwa, Dy. Director General, DGFASU, Mumbai,
4. P S To Director General,
5. P S To Dy. Director General (HQ),
Alternate Central Public Information Officers (ACPIOs)

GOVERNMENT OF INDIA
MINISTRY OF LABOUR & EMPLOYMENT
DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES,
SION, MUMBAI-

No.3/3/2019 (II) - Estt. Dt.06/02/2020

OFFICE ORDER

Competent Authority has approved the Appointment of following officers as Alternate CPIO in their offices in addition to existing work and they will work as CPIO in absence/leave period of regular CPIO as mentioned below with immediate effect till further orders:

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Designation</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sh. Upendra Singh</td>
<td>Deputy Director (ST/Prod.), C LI, Mumbai</td>
<td>DGFSLI (HQ)</td>
</tr>
<tr>
<td>2</td>
<td>Sh. K. Durai</td>
<td>Assistant Director (Safety), Dock Safety</td>
<td>Dock Safety</td>
</tr>
<tr>
<td>3</td>
<td>Sh. S. Dutta Choudhary</td>
<td>Dy. Director (Safety), C LI, Mumbai</td>
<td>C LI, Mumbai</td>
</tr>
<tr>
<td>4</td>
<td>Sh. H. M. Bhandari</td>
<td>Dy. Director (Safety), R LI, Faridabad</td>
<td>R LI, Faridabad</td>
</tr>
<tr>
<td>5</td>
<td>Dr. Anjali Kumar</td>
<td>Dy. Director (Ind. Medicine), R LI, Chennai</td>
<td>R LI, Chennai</td>
</tr>
<tr>
<td>6</td>
<td>Dr. Sushant Kumar</td>
<td>Dy. Director (Ind. Medicine), R LI, Kolkata</td>
<td>R LI, Kolkata</td>
</tr>
<tr>
<td>7</td>
<td>Sh. S.K. Diwedi</td>
<td>Dy. Director (Safety), R LI, Kanpur</td>
<td>R LI, Kanpur</td>
</tr>
</tbody>
</table>

This is issued with the approval of Dy. Director General (HQ).

To,
All Officers as mentioned above.

Copy to:-
1. Dr. R.K. Elangovan, Dy. Director General (HQ), DGFSLI, Mumbai,
2. Dr. S.K. Haldar, Dy. Director General, DGFSLI, Mumbai,
3. Sh. B.L. Bairwa, Dy. Director General, DGFSLI, Mumbai,
4. P S To Director General,
5. P S To Dy. Director General (HQ),
6. All sub Offices,
## Assistant Public Information Officers (APIOs)

<table>
<thead>
<tr>
<th>No.</th>
<th>Designation of Assistant Public Information Officer</th>
<th>Office Address</th>
</tr>
</thead>
</table>
| 1.  | Head of Office                                      | Inspectorate Dock Safety, Mumbai Operation Service Centre Bldg., 3rd Floor, Opp GPO, P. D'Mello Road, Mumbai - 400 038, Maharashtra  
Email: ids_mumbai@dgfasli.nic.in, vijg@dgfasli.nic.in  
OfficeTel.: 022-22613391/66565558  
Fax: 022-22613391 |
| 2.  | Head of Office                                      | Inspectorate Dock Safety, Kandla  
Near Bunder Gate, Kandla Port, New Kandla,  
Post Box No.18, Dist Kutch, Pin - 370210, Gujarat.  
Email: ids_kandla@dgfasli.nic.in, sp@dgfasli.nic.in  
OfficeTel.: 02836-270249  
Fax: 02336-270249 |
| 3.  | Head of Office                                      | Inspectorate Dock Safety, Mormugao Civil Maintenance Office Building  
Mormugao Port Trust, Headland Sada,  
Mormugao, Goa- 403804.  
Email: ids_mormugao@dgfasli.nic.in, akd@dgfasli.nic.in  
OfficeTel.: 0832–2520752  
Fax: 0832–2520752 |
| 4.  | Head of Office                                      | Inspectorate Dock Safety, Kolkata Nizam Palace,  
1st floor, 2nd M.S.O.Bldg. 234/4 A.J.C.  
Bose Road, Kolkata-700020.  
Email: ids_kolkata@dgfasli.nic.in, dks@dgfasli.nic.in  
OfficeTel.: 033-22830718 /22830719  
Fax: 033–22830718 |
| 5.  | Head of Office                                      | Inspectorate Dock Safety, Paradip  
Badapadia, Post Box No.126,  
Paradip – 754142, Orissa.  
Email: ids_paradip@dgfasli.nic.in, b_gopi@dgfasli.nic.in  
Office Tel: 06722- 222413 Fax: 06722- 222413 |
| 6. | Head of Office | Inspectorate Dock Safety, Visakhapatnam  
Ex.D.L.Bldg., 5th Floor, Visakhapatnam Port Area,  
Visakhapatnam-530 035 Andhra Pradesh  
Email: idsvizag@dgfasli.nic.in, ggr@dgfasli.nic.in  
OfficeTel : 0891 – 2563857  
Fax : 0891 – 2563857 |
|---|---|---|
| 7. | Head of Office | Inspectorate Dock Safety, Chennai  
3rd Floor, Anchor Gate Bldg., Rajaji Salai,  
Chennai – 600 001, Tamil Nadu  
Email: idschennai@dgfasli.nic.in, gpn@dgfasli.nic.in  
OfficeTel : 044-25220888, 044-25246419  
Fax : 044-25220888 |
| 8. | Head of Office | Inspectorate Dock Safety, Tuticorin  
Tuticorin Port Trust, Admin. Office Bldg.  
Harbour Estate, Tuticorin – 628004, Tamil Nadu  
Email: idstuticorin@dgfasli.nic.in, nmm@dgfasli.nic.in  
OfficeTel : 0461-2352372  
Fax : 0461-2352372 |
| 9. | Head of Office | Inspectorate Dock Safety, Kochi  
C.D.L.B. Dispensary Bldg., G.V. Ayyar Road,  
Willington Island, Cochin – 682 003, Kerala  
Email : idscochin@dgfasli.nic.in, kps@dgfasli.nic.in  
OfficeTel : 0484-2666532  
Fax : 0484-2666532 |
| 10. | Head of Office | Inspectorate Dock Safety, New Mangalore  
Inspectorate Dock Safety, Labour Deployment Office  
Building, U.S. Mallya Gate, New Mangalore Port Trust,  
Panambur, Mangalore – 575010, Karnataka  
Email : idsmanagalore@dgfasli.nic.in, mb@dgfasli.nic.in  
Office Tel : 0824-2407781 Fax : 0824-2407781 |
| 11. | Head of Office | Inspectorate Dock Safety, Navi Mumbai  
Jawaharlal Nehru Port, P.O.C. Canteen Bldg.,  
Ground Floor, Sheva, Navi Mumbai – 400 707.  
Email : idsjnpt@dgfasli.nic.in, vjg@dgfasli.nic.in  
OfficeTel : 022-27245099  
Fax : 022-22623391 |

Designation of Head of Office of Inspectorate of Dock Safety (updated on 30/4/2020)
**DGFASLI Recruitment Rules**

Recruitment rules are under review and will be uploaded as soon as finalized

**DGFASLI transfer policy**

Available in public domain on our website [www.dgfasli.gov.in](http://www.dgfasli.gov.in)
AWARDS

VISHWAKARMA RASHTRIYA PURASKAR (VRP)

INTRODUCTION

Suggestion Schemes are being operated in many progressive industrial undertakings in the country for the last several years. These “Schemes” operate on plant wide basis. Good suggestions leading to outstanding achievement or good performance on the part of workers in increasing productivity, quality, safety, working conditions, import substitution etc. are suitably rewarded by the Management at the enterprise level with financial & non-financial incentives including prizes & citation. The quantum of the prize money is generally related to the anticipated annual savings in the cost of production, resulting from the implementation of the suggestion at the plant level.

With the growing tempo of industrialization, it was considered desirable to provide for public recognition of outstanding achievement on the part of the workers, at the national level, so that, the workers could feel that they were accorded a place similar to that of other recipient of Rashtriya Puraskars for outstanding achievements in the other walks of life. The Government of India, Ministry of Labour & Employment has, therefore, instituted Vishwakarma Rashtriya Puraskar Scheme (previously known as Shram Vir National Awards) in the year 1965 for rewarding & recognizing the efforts of workers from the industrial undertakings at the national level. Since then this scheme has been in operation. This scheme is applicable for workers employed in the factories & docks.

BASIS OF AWARDS

The scheme is open to such Industrial Undertakings where Suggestion Schemes in the form of Quality Circles, General Suggestion Scheme, Safety Suggestion Scheme, Kaizen Schemes & Small Group Activities etc. are in operation. Suggestions accepted by the management and adopted during the previous calendar year in respect of any of the following qualify for the consideration of Vishwakarma Rashtriya Puraskar (VRP).

1. Inventions and improvements that bring about saving in materials including fuel & power reduction in production time and improvement in the utilization of plant and equipment;

2. Improving ways and means for using indigenous materials in the place of imported ones (Import substitution);

3. Better utilization of machinery & equipment, waste or scrap material for raising productivity;
4. Lightening physical efforts/ergonomic interventions in certain operations and thereby leading to reduced fatigue & increased productivity;

5. Improvement of working conditions including safety, health and welfare, safety standards, safety devices and environmental conditions and improvement in methods for prevention of occupational diseases;

6. Increased efficiency of the organization and management;

7. Improvement in quality of products or their designs & packing methods;


NUMBER OF AWARDS

There are Total Twenty eight (28) Awards under the following three classes:

- CLASS “A” OR PRATHAM SHRENI – (5) FIVE CASH AWARDS OF Rs. 75,000/- EACH
- CLASS “B” OR DWITIYA SHRENI – (8) EIGHT CASH AWARDS OF Rs. 50,000/- EACH
- CLASS “C” OR TRITIYA SHRENI – (15) FIFTEEN CASH AWARDS OF Rs. 25,000/- EACH

PROCEDURE FOR THE GRANT OF AWARDS

Each year applications are invited in the prescribed format for the grant of awards through advertisement in important national & local newspapers and on DGFASLI website. Respective managements of the organization where these suggestion schemes are in operation are required to send the applications on behalf of the workers. The accepted applications are evaluated by both Internal and External Evaluation Committees consisting of Three Experts in each with specialization in Mech. Engg. /Production Engg. / Indust.Engg./ Elect.Engg. /Chemical Engg. /Ergonomics /Envir. Engg ./General Magt. The applications so evaluated by both the Committees are adjudged by a Tripartite Awards Committee appointed by the Ministry of Labour & Employment, Government of India, solely on the basis of their technical ability and expertise. The Tripartite Awards Committee consists of representatives from Government, Employers & Employees..

AWARDS DISTRIBUTION FUNCTION

The awards for the Performance years granted to the winners by the Hon’ble Union Labour & Employment Minister, Govt. of India at a special function held in New Delhi. Usually, the function is held each year on 17th September to coincide with the Vishwakarma Day.
NATIONAL SAFETY AWARDS

INTRODUCTION

To give recognition to good safety performance on the part of Industrial Establishments and to stimulate and maintain the interest of both the managements and the workers in accident prevention and safety promotion programmes, the Government of India instituted National Safety Awards (NSA) in the year 1965. Initially the NSA was instituted for factories registered under the Factories Act, 1948 which work One million man-hours or more during the contest year. From the year 1971, separate schemes were introduced for factories working less than One million manhours and also for Ports. From the year 1978 two more schemes were introduced for factories working more than one lakh and less than two and half lacs manhours during each year of the contest period. Further, the schemes which existed prior to 1978 were modified in 1978 as per the decision of the Awards Committee specially constituted for this purpose by the Ministry of Labour and Employment, Govt. of India. At present there are ten schemes whose details are furnished as below. These schemes are operated by the Directorate General Factory Advice Service and Labour Institutes (DGFASLI), Mumbai, under the Ministry of Labour and Employment, Government of India.

BASIS OF AWARDS

FOR FACTORIES WORKING ONE MILLION MAN-HOURS AND MORE

Scheme I: Based on Lowest Average Frequency Rate

Provides for the grant of 15 Awards. Under each award, a shield and a certificate of merit is given to each of the award Winners and Runners-up. There is one Winner and one Runner-up in each of the 15 Groups of industries as given in the Schedule who achieve the lowest average weighted accident frequency rate over a period of three consecutive years ending in the performance year. The weighted frequency rate is the sum of –

(i) The number of non-fatal accidents per million manhours worked
(ii) The number of total fatal accidents per million manhours worked multiplied by ten
(iii) No. of total permanent disabled cases per million manhours worked multiplied by ten.
Scheme II: Based on Accident Free Year

Provides for the grant of 15 awards. Under each award, a shield and a certificate of merit is given to each of the award winners and runners-up. There is one winner and one runner-up in each of the 15 groups of industries as given in the Schedule who work the largest number of manhours without a fatal/non-fatal accident/total permanent disability during the performance year.

*FOR FACTORIES WORKING LESS THAN ONE MILLION MAN-HOURS SUBJECT TO A MINIMUM OF HALF MILLION MAN-HOURS*

Scheme III: Based on Lowest Average Frequency Rate

The basis of operation of this Scheme is the same as that of Scheme I. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of the Award Winners and Runners-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who achieve the lowest average weighted accident frequency rate over a period of three consecutive years ending in the performance year.

Scheme IV: Based on Accident Free Year

The basis of operation of this Scheme is the same as that of Scheme II. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of the Award Winners and Runners-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who work the largest number of manhours without a fatal/non-fatal accident/Total Permanent Disability during the performance year.

*FOR FACTORIES WORKING LESS THAN HALF MILLION MAN-HOURS SUBJECT TO A MINIMUM OF ONE QUARTER MILLION MAN-HOURS*

Scheme V: Based on Lowest Average Frequency Rate

The basis of operation of this Scheme is the same as that of Scheme I and III. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of the Award Winners and Runners-up. There is one winner and one runner-up in each of the 1 group of industries as given in the Schedule who achieve the lowest average
weighted accident frequency rate over a period of three consecutive years ending in the performance year.

**Scheme VI: Based on Accident Free Year**

The basis of operation of this Scheme is the same as that of Scheme II & IV. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of the Award Winners and Runners-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who work the largest number of manhours without a fatal / non-fatal accident /Total Permanent Disability during the performance year.

*FOR FACTORIES WORKING LESS THAN ONE QUARTER MILLION MAN-HOURS SUBJECT TO MINIMUM OF ONE LAC MAN-HOUR*

**Scheme VII : Based on Lowest Average Frequency Rate**

The basis of operation of this Scheme is the same as that of Scheme I and III. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of the Award Winners and Runners-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who achieve the lowest average weighted accident frequency rate over a period of three consecutive years ending in the performance year.

**Scheme VIII : Based on Accident free Year**

The basis of operation of this Scheme is the same as that of Scheme II & IV. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of the Award Winners and Runners-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who work the largest number of manhours without a fatal / non-fatal accident /Total Permanent Disability during the performance year.

*FOR FACTORIES WORKING LESS THAN ONE LAC MAN-HOURS SUBJECT TO MINIMUM OF FIFTY THOUSAND MAN-HOUR*

**Scheme IX: Based on Lowest Average Frequency Rate**

The basis of operation of this Scheme is the same as that of Scheme I,III,V,& VII. There are 11 awards. Under each award, a shield and a certificate of merit is given to each of
the Award Winner and Runner-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who achieve the lowest average weighted accident frequency rate over a period of three consecutive years ending in the performance year.

**Scheme X: Based on Accident free year**

The basis of operation of this Scheme is the same as that of Scheme II, IV, VI & VIII. There are 11 awards. Under each awards, a shield and a certificate of merit is given to each of the Award Winner and Runner-up. There is one winner and one runner-up in each of the 11 group of industries as given in the Schedule who work the largest number of manhours without a fatal/non-fatal accident/Total Permanent Disability during the performance year.

**FOR PORTS**

**Scheme XI: For work on ships (Based on Lowest Average Frequency Rate)**

Provides for the grant of three awards to employer handling any cargo, except bulk oil on board the ship who achieves the lowest average weighted frequency rate of accidents over a period of three consecutive years ending in the performance year. One award is for employers who work a minimum of 1,00,000 man-hours (Group A) during each of the three consecutive years ending in the performance year. The second award is for employers who work a minimum of 50,000 man-hours (Group B) and the third award is for employers who work a minimum of 25,000 man-hours but less than 50,000 (Group C) man-hours during each of the three consecutive years. Under each group a shield is given to the winner and the runner-up. A certificate of merit is also given to the awards winners.

**Scheme XII: For work on shore (Based on Lowest Average Frequency Rate)**

Provides for the grant of three awards for shore employers, including port authorities, who achieve the lowest average weighted frequency rate over a period of three consecutive years ending in the performance year. One award is for employers who work a minimum of 2,50,000 man-hours (Group A) during each of the three consecutive years ending in the performance year. The second award is for employers who work a minimum of 1,00,000 man-hours but less than 2,50,000 man-hours (Group B) and the third award is for employers who work less than 1,00,000 man-hours but subject to minimum of 25,000 man-hours (Group C) during each of the three consecutive years. Under each group a shield is given to the winner and runner-up. A certificate of merit is also given to the awards winners.
PROCEDURE FOR THE GRANT OF AWARDS

Every year applications are invited in the prescribed form for the grant of the awards through advertisement in important national and regional newspapers. Organisations are required to apply for awards under each scheme as applicable to them. The applications are adjudged by Tripartite Awards Committee constituted for three years by the Ministry of Labour and consisting of not less than five members selected solely on the basis of their experience and technical ability. The decision of the Awards Committee is final with regard to the final result.

AWARDS DISTRIBUTION FUNCTION

The National Safety Awards (NSA) for the years granted to the winners and Runners up by the Hon'ble Labour & Employment Minister, Govt. of India, in a special function to be held in New Delhi. Usually the function is held each year on 17th September to consider with the Vishwakarma Day.
SCHEDULE – SCHEMES I AND II

1. Manufacture of textiles
3. Manufacture of Chemicals & Chemical Products
4. Manufacture of Coke & Refined Petroleum Products
5. Manufacture of Rubber & Plastic Products
6. Manufacture of Machinery & Equipment other than Electrical Machinery & apparatus.
7. Manufacture of Electrical Machinery and apparatus.
8. Manufacture of Electrical & Electronic machinery & equipment/apparatus & Medical Precision and optical instruments and watches and clocks.
9. Manufacture of Transport Equipment
11. Manufacture of Basic Metals & Fabricated Metal Products Except Machinery & Equipment.
13. Manufacture of Food Products and Beverages.
14. Construction
15. Miscellaneous (not included elsewhere)

SCHEDULE – SCHEMES III, IV, V, VI, VII, VIII, IX and X

1. Manufacture of Textiles
2. Manufacture of Chemicals and Chemical Products
3. Tanning and Dressing of Leather: Manufacture of Luggage, Handbags, Saddlery, Harness and Footwear.
4. Manufacture of Rubber and Plastic Products
6. Manufacture of Food Products & Beverages.
7. Manufacture of Electrical and Electronic machinery & apparatus, Medical Precision and optical instruments, Watches and Clocks.
8. Manufacture of Machinery and Equipment except Electrical machinery.
9. Manufacture of Fabricated Metal Products Except Machinery and Equipment
10. Construction
11. Miscellaneous (not included elsewhere)