

JSP Associates
Company Secretary

Compliances Under Factories Act, 1948

Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
1	6	Whether Company has valid License for the Factory?		P & A	One Time	
2	6	Whether license is renewed if expired?		P & A	Annual	
3	7	Whether Company has given Notice of appointment of Occupier?		C.O & P & A	One Time	
4	11	Whether factory is kept cleaned by weekly washing?		P & A	Daily / Weekly	
5	11	Whether all doors and window frames etc. are kept painted or varnished once in five years?		P & A	Once in 5 years	
6	12	Whether effective arrangements are made for disposal of waste & effluents?		Logistics	Regularly	
7	13	Whether proper ventilation and temperature controlling systems has been established?		Production	Regularly	
8	14	Whether effective measures are taken for disposal of dust and fumes or other impurity?		P & A	Regularly	

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Compliances Under Factories Act, 1948 (contd.)

Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
9	16	Whether 4.2 cubic meter of space for every worker has been provided?		Production	Regularly	
10	17	Whether sufficient and suitable lighting, natural or artificial or both are provided?		Maintenance	Regularly	
11	18	Whether effective arrangements are made for provisions of sufficient supply of wholesome drinking water?		P & A	Regularly	
12	19	Whether sufficient latrines and urinals are provided for male & female workers?		P & A	Regularly	
13	19	Whether any latrine or urinal is linked with any workroom?		P & A	One Time	
14	20	Whether clean & hygienic spittoons are provided to workers at all the time?		P & A	Regularly	
15	20	Whether adequate rules are made to avoid of spitting within the premises of factory?		Production and P & A	Regularly	

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
16	21	Whether all the machines are fenced as required under the section?		Production	One Time	
17	22	Whether safety norms for repairing machines in motion are carried as required under section?		Production & Maintenance	Regularly	
18	23	Whether any person aged below 18 years is allowed to operate any machines?		Production	Regularly	
19	24	Whether suitable devices for cutting off power in emergencies and striking gears are installed?		Production	One Time	
20	25	Whether proper distance has been maintained between self acting machines and workers?		Production	Regularly	
21	26	Whether every revolving shaft, spindle, wheel etc. are encased effectively to prevent mishap?		Production	One Time	
22	29	Whether lifting machines are properly maintained and examined ?		Maintenance	Annual	

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
23	32	Whether floor, stairs other means of access are being maintained properly?		Production and P & A	Regularly	
24	34	Whether any materials in excess weights are lift by any worker likely to cause injury?		Production	Regularly	
25	35	Whether the process of manufacturing involves any risk of injury to eyes?		Production	Regularly	
26	36	Whether precautions are taken to prevent emission of dangerous fumes and gases etc?		Production	Regularly	
27	36A	Whether precautions are taken to avoid using of exceeding 24 volts portable lights in tanks, pipe etc.?		Production & Maintenance	Regularly	
28	37	Whether precautions are taken to prevent emission of explosive or inflamable dust/gas ?		Production & Maintenance	Regularly	
29	38	Whether effective measure is taken to prevent outbreak of fire?		P & A / Production / Maintenance		

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
30	40	Whether effective steps are taken for safeguarding of building and machinery?		Production	Regularly	
31	41B	Whether necessary disclosures are made to Chief Inspector for hazardous process?		P & A	One Time	
32	41C	Whether provisions relating to health records, appointment of qualified persons for handling hazardous substances and medical examination of such workers are complied with?		P & A, Production, Safety & Security	Regularly	
33	41F	Whether exposure of chemicals and toxic substances are within limits ?		Production	Regularly	
34	41G	Whether any safety Committee exists?		P & A, safety & Security	One Time	
35	42	Whether adequate washing facilities are provided to male and female workers?		P & A	One Time	

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
36	43	Whether adequate arrangement for storing and drying of cloths are made?		P & A	One Time	
37	44	Whether adequate arrangements for sitting in the course of work are made?		Production	One Time	
38	45	Whether first aid appliances are readily accessible during all working hours?		Safety & Security	Regularly	
39	46	Whether provisions relating to canteen facility are complied ?		P & A	Regularly	
40	47	Whether facilities for shelters, rest rooms and lunch rooms have been provided to workers?		P & A	One Time	
41	51	Whether provisions relating to weekly working are complied?		P & A, Production	Regularly	
42	52 & 53	Whether provisions relating to weekly holidays and compensatory off are complied?		P & A, Production	Regularly	

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
43	54	Whether any workers are employed more than 9 hours on any working day?		P & A, Production	Regularly	
44	55	Whether interval for rest of half an hour has been provided where period of work exceeds five hours?		Production	Regularly	
45	56	Whether total period of work for any worker exceeds 10.5 hours including lunch & rest hours.		Production, P & A	Regularly	
46	57	Whether provisions relating to night shift are complied?		Production, P&A	Regularly	
47	58	Whether any overlapping in shifts exist?		Production , P&A	Regularly	
48	59	Whether wages for overtime are paid as required?		P & A	Regularly	
49	61	Whether notice for working hours are exhibited?		P & A	Regularly	
50	62	Whether register of workers is maintained ?		P & A	Regularly	

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
51	63	Whether any worker is required to work in excess of the period displayed in the notice?		P& A	Regularly	
52	65	Whether special approval from chief Inspector				
		obtained in case any adult worker working more than required no. of hours?		P& A	Regularly	
53	66	Whether any women are required to work between 7.m. to 6 a.m.?		P& A	Regularly	
54	67	Whether any child worker who has not completed 14 years of age is working in the factory?		P& A and Security	Regularly	
55	68 to 77	Whether necessary provisions related to child workers are complied with?		P& A	Regularly	
56	78 to 84	Whether provisions related to annual leave with wages are complied with?		P&A	Regularly	

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Sr.No.	Section	Requirement	Compliance Status	Concerned Dept.	Periodicity	Remarks
57	88	Whether provisions regarding notice of certain accidents (if any) have been complied with?		P& A	Regularly	