

HARYANA GOVERNMENT
LABOUR DEPARTMENT
ORDER

In supersession of all the earlier instructions issued from time to time, including order no. 1612-56 dated 04.03.2014, the instructions are hereby issued that all the inspections under various Labour Laws as mentioned in Transparent Inspection Policy shall be conducted strictly in accordance with the checklists duly approved by the Labour Commissioner-cum-Chief Inspector of Factories, Haryana (copies enclosed), except in case of complaint based inspections.

It is hereby, directed that all the Industrial Establishments, Factories, Shops & Commercial Establishments and Construction sites coverable for inspection under various Labour Laws and the officers / officials of the Labour Department, Haryana shall adhere to these instructions, with immediate effect.

Dated, Chandigarh
the 31st October, 2018

DR. MAHAVIR SINGH,
Principal Secretary to Government, Haryana,
Labour Department.

Endst No 2/48/2018-2Lab

Dated, Chandigarh the: 31.10.2018

A copy is forwarded to Labour Commissioner, Haryana, Chandigarh with the request to publish on the website of www.hrylabour.gov.in for information and necessary action by all concerned. Further the same may also be forwarded to all concerned.

Bhat Bhushan 31-10-18

Superintendent Labour
for Principal Secretary to Government, Haryana,
Labour Department

Internal Distribution:-

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INSPECTION REPORT

[Under The Building and Other Construction Workers
(Regulation of Employment and Conditions of Service) Act, 1996]

PART-I GENERAL

S. No	Particulars	
1	Name of the Establishment	
2	Location & postal address of Establishment [where building or other construction work is carried on]	
3	Permanent address of the Establishment	
4	Name of the Inspecting Officer	
5	Date and time of inspection	
6	Name and address of the Employer	
7	Name and address of the Manager or Person [responsible for the supervision and control of the Establishment]	
8	Name of the person found incharge	
9	Nature of building or the other construction work	
10	Total no. of workers employed	
11	No. of workers found present	
12	Shift timing	
13	Date of commencement of the construction work	
14	Estimated date of completion of the construction work	
15	Particulars of Registration Fees paid	
16	Registration Number	

PART- II
OBSERVATIONS

S No	Section	Rule	Details	Yes/ No/ N.A.
1	7	17, 18 & 21	Has the management submitted an application in Form No-1 along with prescribed fee for the registration of establishment?	
2	7 (4)	17	Does it require any amendment?	
3	46		Has the notice of commencement of construction work sent to the concerned authority as prescribed?	
4	32		Has the provision of sufficient supply of wholesome drinking water made by the employer at the construction site?	
5	33	80	Has the provision of Latrine and Urinal accommodation made at the construction site?	
6	34		Has the provision of temporary living accommodation with separate cooking place, bathing, washing and lavatory facilities made at the construction site?	
7	35		Has the provision of crèche made at the construction site?	
8	36	119	Are the First-Aid facilities provided at the construction site as prescribed?	
9	37	81-84	Has the provision of Canteen facility made at the construction site as prescribed?	
10	38 (1)	274	Has the management constituted safety committee as prescribed?	
11	38 (2)	275	Has the safety officer with prescribed qualifications been appointed for the construction site where more than 500 workers are employed?	
12	39	276	Are the notices of accident sent in accordance with the prescribed provisions?	
13	40	90	Are adequate measures taken to protect building workers against the harmful effect of excessive noise or vibrations?	
14	40	91 (a) (i)	Are sufficient firefighting equipments provided?	
15	40	91 (a) (ii)	Is adequate water supply at ample pressure to extinguish the fire provided?	
16	40	91 (a) (iii)	Are the workers trained in fire fighting?	
17	40	92	Has the employer formulated the emergency action plan to handle the emergencies like fire and explosions, collapse of building or structures etc.?	
18	40	93	Are all moving parts of transmission machinery properly guarded/ fenced?	

19	40	94	Are excessive weight carried by the building workers?
20	40	95	Is there any written statement of policy in respect of safety and health of building workers?
21	40	96 (a)	Are suitable measures taken at the work site in order to avoid exposure of building workers to harmful and health hazard environment?
22	40	96 (b)	Are special precautions taken for the safety of workers before allowing them to enter into the confined space or tank or trench or excavation?
23	40	97	Is the overhead protection erected along the periphery of building?
24	40	98 (1)	Are the passage ways, platform kept free from obstruction?
25	40	98 (3)	Are the building workers exposed to the slipping hazard?
26	40	98 (4-7)	Are the building workers exposed to the hazard of falling from height?
27	40	100	Are the precautionary measures taken in use and handling of corrosive substances?
28	40	101	Are suitable protective equipments for the protection of eyes provided to the workers engaged in the operation like welding, cutting, chipping and grinding etc.?
29	40	102	Are the appropriate personal protective equipments provided to the workers?
30	40	103	Are adequate precautions taken to avoid the electrical hazards?
31	40	104	Are the suitable barricade, warning signs and lights provided at the construction site to safeguard the building workers from the vehicular traffic?
32	40	105	Has the employer ensured the stability of the structure against the wind pressure and vibrations etc.?
33	40	106	Is adequate and sufficient illumination level maintained in the passage ways, stair ways and landing?
34	40	107	Is any material or equipment stacked or stored in an unsafe manner?
35	40	108	Are the prescribed precautionary measures taken in handling and disposal of debris?
36	40	111	Are the workers engaged as operators on cranes, winch and transport equipment, medically examined?
37	40	121,124	Are all the lifting appliances and gears suitably constructed and properly maintained?
38	40	122	Are all the lifting appliances periodically examined as prescribed?
39	40	123	Are safe load indicators provided in the lifting appliances?
40	40	125	Are all the winches maintained and operated safely?

41	40	127-147	Are all other precautionary measures taken for the safe operation of lifting appliances?
42	40	148-151	Are runways and ramps constructed and maintained as per prescribed provisions?
43	40	154-160	Are all the Transport and earth moving equipments suitably constructed and properly maintained?
44	40	161	Are these equipped with silencers, tail lights power and hand brakes, reversing alarm and search lights etc.?
45	40	162-173	Are the safety provisions related to concrete work complied with?
46	40	174-184	Are the safety provisions related to demolition work complied with?
47	40	185-234	Are the safety provisions related to excavation and tunneling work complied with?
48	40	235-237	Are all practical measures are provided to protect the building workers against sliding when carrying out work on steep roofs?
49	40	238-240	Are all the ladders and step ladders suitably constructed and properly maintained?
50	40	241-243	Are the catch platform, hoardings and chutes are suitably constructed and properly maintained?
51	40	244	Are safety belts provided to the workers working at height?
52	40	245-251	Are Form work, false work and shoring work designed constructed and maintained to ensure the safety of the worker?
53	40	252-253	Is any material stored or stacked in unsafe manner?
54	40	254-271	Is the scaffolding safe and as per the provisions?
55	40	272-273	Are coffer dams and caissons suitably constructed and properly maintained?
56	40	278, 279	Are adequate precautions taken for handling explosives?
57	40	280-288	Are the safety provisions related to piling work complied with?
58	40	293	Is there any failure in performing the duties by Architects, designers and project manager?
59	45	296,297	Are the wages paid in accordance with the prescribed provision?
60	40		Any other remarks about the Safety and Health provisions?
61			Any other General remarks?

Inspection Summary Report

Description of observations is as per Annexure- I

Signature of Inspecting Officer
Name:
Designation:
Date:

ANNEXURE- I

Name & address of establishment: -----

Inspected by: -----

Date and time of inspection: -----

List of violations noticed during the inspection: -

S. No.	Item No.	Description of violation	Section/ Rule violated

Signature of responsible
person found incharge

Signature of Inspecting Officer

INFORMATION SHEET

[The Building and Other Construction Workers
(Regulation of Employment and Conditions of Service) Act, 1996]

1. Name of the Establishment: -----
2. Location & postal address of Establishment -----
[where building or other construction work is carried on].-----
3. Permanent address of the Establishment: -----

4. Name and address of the Employer: -----

5. Name and address of the Manager or Person -----
[responsible for the supervision and control of the Establishment].-----
6. Nature of building or the other construction work-----
7. Maximum number of building workers employed on any day: -----
8. Date of commencement of the construction work: -----
9. Estimated date of completion of the construction work: -----
10. Particulars of Registration Fees paid: - DD No.-----Amount-----
Name of the bank-----Date-----
- 11 Registration Number:-----
E mail -----Ph. No. -----Fax-----

Date:-----

Signature of the Manager/
Responsible person/ Employer