

LABOUR LAWS LESSON 2(B)

SUB: **Factories Act, 1948**

This is a very important Act that all HR Officials must know. Factories Act is applicable not in Manufacturing, but also in Service Industries wherever Power is used: Hence HR Professionals must know each wordings of this Act. I give below salient features of Factories and Students are advised to interpret it with their State Factories Rules.

Objectives: To regulate working conditions in Factories and to ensure basic minimum requirements for the safety, health and welfare of the factory workers.

Scope and Coverage: (Important sub-clauses)

Factory; Read 2(m) of FA.

Manufacturing Process: Read 2(k) of FA. Worker: Read 2(l) of FA

Occupier: Read 2(n) of FA (Most of the cases, it will be MD or Chairman of the Organization) All Notices will be issued for any lapse in implementation of Factories in the name of MD or Chairman and hence HR Professionals must be very careful in maintaining the Factories Rules and handling the Inspectors very diplomatically.

Registration/Renewal of Factories Licence: As per Time Schedule, kindly renew your factories Licence well in advance without any penalty or Notice. The licence is as per the ratio of No. of workmen and Power installed in the premises. Refer the Table given in your State Factories Rules.

Health, Safety and Welfare of workers:

Kindly go thro your Factories Rules very careful and ensure that your organization is stipulating all rules and guidelines given in the Rules pertaining to Safety, Welfare and Health. For Safety Matters, you can consult your Production/Maintenance Chief or Safety Engineer. Have meetings with them regularly. For Health and Welfare, HR Professionals can draw a working Manual incorporating your State Rules.

Working Hours, Holidays and Overtime:

This is very important. You must satisfy the minimum basic requirements as stipulated in State Factories Rules. All should be Notified in Factory Premises.

Leave With wages: Earned Leave must be credited as per State Rules. More than the law says, it you grant, that is the discretion of the Management, but, you must satisfy minimum requirements.

Notice of Accidents, Dangerous Occurrences and Diseases:

This is also very important. You must draw a procedure as per State Rules in case of Accidents, etc. Strictly follow the procedures without any lapse. All must have documentary evidences.

Notify the Rights and Duties of Employees as per Factories Rules.

RETURNS: FILE THE RETURNS AS PER STATE RULES ON TIME. EVEN NIL RETURN MUST BE FILED. YOU MUST DRAW A CHART AND CALENDAR FOR FILING FACTORIES ACT RETURNS TO THE STATE AUTHORITIES AND KEEP IT ON YOUR TABLE. For your State Authorities,, Date of filing is very important rather than the compilation of data in the Returns.

RECORDS: Keep All Records as per Factories Rules. Even it may have NIL data, but keep the Records and fill it regularly. For any lapse, seek time from your local Inspectors and act accordingly. They will always oblige if you go and request in proper way.

BETTER STICK TO FACTORIES RULES AND IMPLEMENT IT ON YOUR JOB.