



**GOVERNMENT OF ASSAM**

***ANNUAL  
ADMINISTRATIVE  
REPORT***

**2019**

**CHIEF INSPECTOR OF FACTORIES; ASSAM**

**NPS INTERNATIONAL SCHOOL LANE  
BETKUCHI,LOKHRA,GUWAHATI-40**

**ANNUAL ADMINISTRATIVE REPORT ON THE WORKING OF THE  
INSPECTORATE OF FACTORIES FOR THE YEAR,2019.**

1. **General Administration** :-In the year 2019 there was no Amendment of the Factories Act.1948. Sri Samiran Das has been continuing as Chief Inspector of Factories of Assam.

There are four Zonal Factory Offices each at Guwahati, Dibrugarh, Bongaigaon & Jorhat headed by Senior Inspector of Factories and assisted by Inspector of Factories.

There are seven(7) District Factory Offices each at Guwahati, Nagaon, Sibsagar, Tinsukia, Tezpur, Kokrajhar & Silchar headed by Inspector of Factories.

The posting of the Officers and opening of District Factory Offices depends upon the concentration of registered factories in the District/Areas.

An organizational Chart showing the detailed set-up of Inspectorate of Factories, Assam is annexed at Annexure -I.

The following Acts & Rules are administered by this Inspectorate.

- (i) The Factories Act.1948.
- (ii) The Assam Factories Rules 1950.
- (iii) The Payment of Wages Act.1936.
- (iv) The Cotton Ginning & Pressing Factories Act.1936.
- (v) The Assam Factories (Welfare Officers)Rules 1950.
- (vi) The Assam Factories (Safety Officers)Rules.1980.
- (vii) The physically Handicapped Person (Employed in Factories)Act.1986.
- (viii) The Assam Control of Industrial Major Accident Hazards Rules 1990.
- (ix) The Assam Physically Handicapped person (Employed in Factories)Rules.1992.
- (x) Manufacture, Storage, Import & Handling of Hazardous Chemicals Rules1989.
- (xi) The Chemical Accidents emergency Planning preparedness and response Rules 1996.
- (xii) The Child Labour Prohibition & Regulation Act.1986.
- (xiii) The Child Labour Prohibition & Regulation Rules.1992.

2. **Factories:-** At the end of the year 2019 the total number of factories in the State has been increased to **7225** Nos. as against the previous years figure of **6945** nos. A total number of 289 new Factories were registered in the year and **16** Nos.of Factories were

crossed off/removed from the list of the registered factories. (***N.B. 7 Nos. of factories that were left out last year has been included this year ,so that Total Nos. of Factories increased to 7225***)

Out of **7225** nos. of factories **5768** were defined as Factories under section 2(m)(i), **1219** under section 2(m)(ii) and **238** nos. were declared factories under section 85 of the Act. Out of **7225** factories **104** nos. were Govt. owned and rest **6029** were under private sector.

The District and Industry wise distribution of newly registered and Crossed off factories along with the category of factories to workers are Shown in the Table-I and 2-A & 2-B respectively.

**3. Working Factories**:- Out of **7225** registered factories including **2** educational Institutions the number of working factories is **6133** against the previous year figure of **6945** and rest **1092** is not in working condition. The percentage of the working factories is 84.88 %

A total no of **286** Annual Returns were received from the factories during the year. The Inspector of Factories and Statistical staff were directed to motivate to defaulter factories towards regular submission of returns. Frequent inspection and legal action may help to improve the positions.

**4. Employment** :-The average daily number of workers employed into 286 Factories from which annual return were received in **43948** and the projected daily number of workers employed **5843** nos. of factories ( which failed to submit the returns) is **241841**. Thus the total average daily nos. of workers in **6133** factories is **285841** as against the last year figure **279246**.

The employment position as per Industrial Classification and district wise employment of workers in factories is shown in Table-III & IV.

**5. Accidents**:- The total number of Industrial Accidents reported by the factories during the year is **25** including **4** fatal accidents. Reduction in the frequency of accidents has always been a matter of great importance to this Inspectorate. To reduce the frequency of accidents steps have been taken which include frequent inspections, technical suggestion etc. The nature of Industry wise and cause wise distribution of accidents are shown in Table-VI & VII. The number of accidents for the last 3 years along with severity rate and frequency rate for 2018 are shown in Table-VIII.

**6. Safety in Factories**:- The Inspectorate of Factories has taken special care for implementation of the Safety provisions of the factories Act.1948 and Rules framed there under during the year. The Department organized “ National Safety Day” and safety week in factories and safety training imported to the workers and Managements. As a result of which the severity rate of Industrial Accidents has sharply come down. Moreover necessary guidance and advice was given by the Inspectors, on adoption of safety precaution such as guarding of machinery safe working condition, careful handling of materials, use of personal protective device etc. The Hazardous and major accident hazards factories of the state were asked to formulate their safety policies and to submit the policies.

With an aim for augmented activities in the field of accident prevention a forum consisting of management and workers representative is of prime necessity and a safety committee can be the appropriate forum. The factories Act. provides for setting up the safety committee. This Inspectorate plays a vital role in setting up safety committee in various factories of the state. Most of the factories particularly the hazardous factories have constituted safety committee in the factory.

In addition to the above, mock drills at periodical intervals were carried out in the major accident hazards factories. The major accident hazards factories in the state have submitted the **ON SITE** emergency plans. The management of these factories are also being asked to prepare and submit the **OFF SITE** emergency plans, disclosure of information regarding hazardous chemical and hazards involved in the process, as required under the provisions of the Act. (Sec.41-B) The number of Safety Officers appointed in the hazardous factories as well as the factories employing more than 1000 workers are as shown in Table IX.

**7. Health & Welfare :** The working environment has got direct impact on the health of the persons who are working in the factories. The environment may be responsible for the cause of occupational diseases or other non-occupational diseases. The environmental factors such as presence of contaminants in the air, physical factor like humidity, noise, lighting etc, are examined by the Inspector and preventive measures are suggested.

The chapter V of the factories Act. 1948 deals with the provisions of Welfare of the workers employed in the factories and accordingly the following provisions are extended to factories in the state.

- (a) Washing facilities. First aid appliances etc.
- (b) Canteen facilities (where more than 250 worker are employed)
- (c) Shelter, rest rooms and lunch room ( Where more than 150 workers are employed.)
- (d) Ambulance room (if more than 500 workers are employed)
- (e) Creache facilities (If more than 30 women workers are employed)
- (f) Welfare officers (If more than 500 workers are employed)

The welfare amenities like canteen, rest rooms, creaches,etc. are provided in most of the factories as a statutory requirement. These amenities are also provided by some managements in their establishment/ factories though they are not statutory bounded to do so. The average daily number of workers utilizing these facilities are highly satisfactory. The Welfare facilities provided in different factories as shown in Table X.

**8. Safety Cell:** The cell is headed by a Additional Chief Inspector of factories under the supervision of this cell, the major hazardous factories were classified and mock drills were carried out in the major hazards units. It also assessed the preventive and protective measures taken by the management of the hazardous unit and suggested additional measures to improve the work environment from the safety point of view. This cell also guides the Inspector in implementation of the Assam Control of Industrial major Accident Hazards Rules.

**9. Statistical Cell:** The statistical cell under control of the Chief Inspector of Factories was established in **1963**. The cell is headed by Statistical Officer and Assisted by two statistical assistance and two computers. In the year 2018 the

Strength of cell was one Statistical Officer two statistical assistance ( one is vacant) and two Computers.

The cell is responsible for collection of data in respect of Safety, Health, Welfare and employment in factories, covered under Factories Act & Rules framed there under & Payment of Wages Act, etc. Data's are compiled and consolidated statements are to be prepared within the stipulated time as per direction of the Director of Labour Bureau, Chandigarh. Moreover this cell is responsible for preparation of various statistical statements and proformas to feed many Govt. Deptts.and other Non-Govt. Agencies, including individual scholars

**10. Inspection:** The Inspecting Officer of the Deptt. Carried out total **515** inspection during the year 2019. Out of which **20** Inspections is made to chemical Factories. In addition **255** un- registered factories/ premises are inspected with a view to bring them under the purview of the factories Act.1948. Table No.XI show the detail in inspection.

**11. Prosecution:** During the year 2019, **3 Nos.** cases were launched against **11 Nos.** factories under different sections of the Factories Act 1948 for contravention of 14 provisions detected during the course of inspection by the field officer of the Department.

**12. Approval of Plans :** The Total no. of plans submitted for approval to the Chief Inspector of Factories during the year was **297**out of which **289** were for Construction of new factories and **8** for extension, alteration, modification, of existing factories. Details are shown in Table No.XII.

**13. Site Appraisal Committee :** Site appraisal committee under the chairmanship of Chief Inspector of Factories, Assam have cleared eight (**5**) sites for establishment of new factories during the period ending 2019.

1. Assam Air Products (P) Ltd. Near Oils Makum OCS. Tengapani. Makum Dist-Tinsukia. Pin-786170.
2. Indian Oil Corporation. North Guwahti.LPG Bottling Plant. P.O.College Nagar. Abhoypur. North Guwahati-781031.
3. IOCL Bongaigaon Refinery. P.O.Dhaligaon. Dist-Churang-783385.
4. Shrinivas (Gujrat) Laboratories (P) Ltd. Ekoratoli. Binoigutia Gaon. A.T.Road. P.O.Lahoal. Dibrigarh. 786010.
5. M/s Impect Pulp & Paper Mill. 2 No. Dolabari. Tezpur.

**14. Registration, Licencing & Collection of Fees etc. :** The Inspectorate collects a good amount revenue by way of registration and licencing under the factories Act. 1948 and renewing the licenses of the existing factories.

The break up Figure of revenue earned by the Deptt. Were shown in Table No.XIII.

**15. Industrial Hygiene Cell:-**The Industrial Hygiene Laboratory had been revived and new equipments were procured for functioning of the laboratory. The laboratory staffs was entrusted with the job of testing sound level, environmental monitoring and toxic gas detection. More modern equipments are required to make the laboratory fully operative.

**16. Survey on silicosis :-** An extensive health & safety survey on all the silicosis prone factories of the Sate was carried out by the experts from DGFASLI in cooperation with the Factory Inspectorate Assam.

No case of Silicosis was detected.

**17. Conclusion:-** *Enforcement of the provisions of the Factories Act & Rules has an obvious effect in ensuring a safe ,healthy and better working environment for the workers and also the management of the factories. A skilled and efficient implementing authority can help create an awareness of safety among the working groups and thereby reduce no. of accident. This also has a catalytic effect in the human resource, increased productivity, reduce loss of time and overall development of the country.*

*The Inspectorate of Factories is dedicative in achieving its aim and sincerely endeavour's towards its fulfillment. But in its strives it is still facing a lot of problems, which somehow or other acts as deterrent to some extent: Such as*

1. Frequent or increased No. of inspection of factories could not be conducted due to meager T.A. fund, non availability of Govt. vehicles for field officers, as most of the factories are situated in arears not accessible by public transport.
2. Detection and prevention of occupational diseases and health survey could not be conducted due to non filling up on one No. of medical Inspector of Factories post.
3. The capacity building skill development training program are to be imparted to all the employees.

*Appropriate and timely action by appropriate authorities in these respect shall definitely boost up workings of the inspectorate to a higher level of achievement.*

( Samiran Das)  
Chief Inspector of Factories. Assam.  
Guwahat-40

PROFORMA

Inspectorate Staff (Gazatted) under the Factories Act 1948 for the year 2019

Sl No.	Name of the post	Sanctioned Strenght	Working strength	Remarks
	1	2	3	
1	Chief Inspector of Factories.Assam.	1	1	
2	Addl, Chief Inspector of Factories,Assam.	3	3	
3	Jt. Chief Inspector of Factories.	-	-	-
4	Dy. Chief Inspector of Factories.			
5	Regional/Sr. Inspector of Factories.	4	4	
6	Inspector of Factories	21	17	4 vacant
7	Asstt. Inspector of Factories			
8	Specialist Inspector 1. Medical Inspector..... 2. Chemical Inspector 3. Hygiene Inspector 4. Other Inspector	1	1	
9	Total of Inspection Staff Sl.No.1-8)	30	26	4 vacant
10	Certifying Surgeon (a) Employed by the Inspectorate (b) Notified	3 -	2 -	1 vacant

**TABLE NO-1**  
**New Registered Factories-2019**

District	No of Factories				No of Workers			
	2(m)(i)	2(m)(ii)	Sec(85)	Total	2(m)(i)	2(m)(ii)	Sec(85)	Total
1	2	3	4	5	6	7	8	9
Barpeta	7			7	81			81
Baksa	3			3	48			48
Bongaigaon		7		7		607		607
Cachar	11			11	282			282
Chirang	1			1	20			20
Darrang	3			3	55			55
Dibrugarh	13			369	369			369
Dhubri								
Dhemaji	4			4	70			70
Goalpara	15			15	365			365
Golaghat	10	1		11	280	40		320
Hailakandi								
Jorhat	16			16	297			297
Kamrup	84	6		90	2087	650		2737
Karimganj	4			4	102			102
Karbi- Anglong	3			3	56			56
Kokrajhar	3			3	36			36
Lakhimpur	4			4	93			93
Marigaon	1	2		3	100	200		300
Nagaon	14	8		22	250	700		950
Nalbari	1			1	10			10
N.C.Hills								
Sibsagar	13			13	239			239
Sonitpur	21	1		22	507	100		607
Tinsukia	22	8		30	399	225		624
Udalguri	3			3	59			59
TOTAL=	256	33		289	5805	2522		8327



**TABLE NO.2(A)**  
Details of the De- Registered Factories,2019

District.	No. of Factories.				No. of Workers			
	2(m)(I)	2(m)(II)	Sec.85	TOTAL	2(m)(I)	2(m)(II)	Sec.85	TOTAL
Kamrup	9			9	187			187
Nagaon	1	4		5	5	400		405
Lakhimpur	1			1	6			6
Cachar	1			1	10			10
Total=	12	4		16	208	400		608

**TABLE NO.-2(B)**  
Industry Wise De-Registered Factories.-2019

Sl.No.	Category	Description	No. of Factories.
1	01	Crop and Animal Productio	
2	10	Mfg.of Food products	4
3	11	Mfg. Distilling, rectifying & blending of Spirit	
4	12	Mfg. of tobacco products	
	13	Mfg. of Textile	
	14		1
5	16	Mfg. of wood & wood products	1
6	17	Mfg. of Newsprint	
	20	Mfg. of chemical & chemical products	1
7	21	Mfg. Of pharmaceutical, medicinal chemical and botanical products.	1
8	22	Mfg. of rubber & plastics products	1
9	23	Mfg. of other non- metallic mineral products	5
10	24	Mfg. of basic metals	2
11	25	Mfg. of fabricated metal products	
12	27	Mfg. of electrical equipments	
13	28	Mfg. Of machinery and equipments	
14	31	Mfg. Of Furniture	
15	45	Wholesale and retail trade and repair of motor vehicles and motorcycles	
16	52	Warehousing and transport activities for transportation	
		TOTAL=	16

**TABLE-III**

Shows District wise distribution of registered factories and average daily No. of Employment in the year 2019

SL.No	District	No. of Factories	No. of workers
1	2	3	4
1	Barpeta	96	2642
2	Baksa	26	1376
3	Bongaigaon	91	7288
4	Cachar	409	14135
5	Chirang	24	1190
6	Dibrugarh	524	28293
7	Darrang	105	3460
8	Dhemaji	16	283
9	Dhubri	138	6762
10	Goalpara	50	1634
11	Golaghat	377	10599
12	Hailakandi	55	3568
13	Jorhat	423	11257
14	Kamrup	2026	74840
15	Karimganj	133	4212
16	Karbi Anglong	50	1492
17	Kokrajhar	51	3047
18	Lakhimpur	89	2771
19	Marigaon	120	6506
20	Nagaon	465	21672
21	Nalbari	53	2078
22	North Cachar	28	983
23	Sibsagar	468	17934
24	Sonitpur	571	25555
25	Tinsukia	749	28181
26	Udalguri	88	4083
	TOTAL=	7225	285841

TABLE-IV

Average daily number of workers employed in registered factories in the year, ,2017 , 2018 &amp; 2019

Industry code	Group of Industries (Factories)	2017		2018		2019	
		No. of Factories	No. of workers	No. of Factories	No. of workers	No. of Factories	No. of workers
1	2	5	6	7	8		
01	Crop and animal production, Hunting & Related activities	50	937	47	927	48	947
05	Mining of Coal and lignite	4	22	4	32	3	22
06						1	10
10	Mfg. Of Food	1889	83804	1912	83784	1948	84033
11	Mfg. Of Beverages	141	3287	158	3552	170	3724
12	Mfg. Of Tobacco products	49	763	47	702	48	735
13	Mfg. Of Textiles.	66	4169	56	4169	68	4288
14	Mfg. Of Wearing apparel.	7	95	7	102	7	95
15	Mfg. of leather and related products	1	12	1	12	1	12
16	Mfg. Of Wood & products of wood cork	436	9208	434	9234	432	9211
17	Mfg. Of Paper & Paper products	144	5674	149	5872	157	6032
18	Printing & reproduction of recorded media	65	1629	67	1689	69	1748
19	Mfg. Of Coke and ,Refined Petroleum products	80	9139	91	9479	110	9737
20	Mfg. Of Chemical & Chemical products.	184	14251	186	14036	190	14095
21	Mfg. Of pharmaceutical, medicinal chemical and botanical products.	62	6862	64	6493	64	7301
22	Mfg. Of rubber and plastics products.	354	8631	365	9463	383	9661
23	Mfg. of other non- metallic mineral products	2289	95302	2447	101267	2584	105889
24	Mfg. Of basic metals	168	4439	168	4640	172	4764
25	Mfg. Of Fabricated metal products except machinery & equipment	156	2561	163	2753	166	2832
26	Mfg. Of Computer, electronic and optical products	17	293	18	293	17	293
27	Mfg. Of electrical equipment	105	3608	107	4124	110	4108
28	Mfg. Of machinery and equipments	52	860	51	865	51	850
29	Mfg. Motor vehicle, Trailer & semi Trailer	3	42	3	42	3	42
30	Mfg. Of other Transport equipments	10	3674	10	3674	10	3674
31	Mfg. Of Furniture	42	1080	46	1126	48	1156
32	Other manufacturing	6	61	5	61	5	61
33	Repair and installation of machinery and equipment	11	212	12	224	13	234
35	Electricity, gas, steam and air conditioning supply	59	2938	53	5025	55	3945

Table IV

36	Water collection, treatment and supply	4	46	4	46	4	46
38		1	15	1	15	1	15
45	Wholesale and retail trade and repair of motor vehicles and motorcycles	163	3772	163	3853	172	4299
46	Wholesale trade, except motor vehicles and motorcycles.	1	-	1	nil	1	0
47	Retail trade except of motor vehicles and motorcycles	36	354	37	364	37	364
49	Land transport and transport via pipelines	13	667	13	648	13	662
52	Warehousing and transport activities for transportation	38	734	41	848	41	806
74	Other professional, scientific and technical activities	2	8	2	8	2	8
85	Technical and vocational education			2	nil	2	0
95	Repair of computer and personal and household goods	21	127	20	124	19	124
TOTAL		6729	269276	6945	279246	7225	285841

TABLE-V.

Woman and Children Workers employed in Factories which submitted returns.

Year	No. of Factories		Total No. of Workers	Total No. of Woman workers.	Total No. of Child workers
2017	6729	406	267764	7480	
2018	6945	279	279246	35939	
2019	7225	286	285841	37159	

**TABLE –VI**  
Cause wise distribution of Accident in Assam.

Sl.No.	Cause of Accident	2017		2018		2019	
		A	B	A	B	A	B
1	Mining & agglomeration of hard coop (101)						
2	Machinery moved by machine power( 102-112)		23	1	23	1	11
3	Machinery not moved by mechanical power (122-123)				1		
4	Transport (113-116)	1	1	1		1	
5	Electricity (117)	1	7	3		1	
6	Fire,Explosion,Gassing ( 118-120)	2	1	2	3	1	2
7	Molten Metal (121)		3				
8	Use of Hand Tools (124)		1				
9	Struck by falling body (125)						1
10	Falling From height (126)	4	11	2	5		3
11	Falling on the flat (127)		1				1
12	Falling into pits excavation (128)	1			1		
13	Stepping or striking against objects (129)			1			1
14	Handling goods & Articles ( 130)	1	2		1		1
15	Others (131)		4	2	1		1
	<b>TOTAL=</b>	<b>10</b>	<b>54</b>	<b>12</b>	<b>35</b>	<b>4</b>	<b>21</b>

**TABLE-VII**  
Industry wise distribution of Accidents.

Nature of Industries	2017		2018		2019	
	Fatal	Non-Fatal	Fatal	Non-Fatal	Fatal	Non-Fatal
01-Crop and animal production						
10-Mfg. Of Food	6	35	3	25		
11- Mfg. Of Beverages				1	1	11
12-Mfg. Of Tobacco products		3				
13- Mfg. Of Textiles.						
16-Mfg. of wood and wood products			2			1
17-. Mfg. Of Paper & Paper products		1			1	1
19- Mfg. Of Coke and ,Refined Petroleum products	1	5	1	3		1
20- Mfg. Of Chemical & Chemical products.		5		4		2
21- Mfg. Of pharmaceutical, medicinal chemical and botanical products		1			2	1
22- Mfg. Of rubber and plastics products	1	2				
23- Mfg. of other non- metallic mineral products.	2	2	5	1		1
24- Mfg. of basic metal			1			
25- Mfg. Of Fabricated metal products except machinery & equipment				1		3
28- Mfg. Of machinery and equipments						
30- Mfg. of other transport equipments.						
35- Electricity, gas, steam and air conditioning supply.						
<b>TOTAL=</b>	<b>10</b>	<b>54</b>	<b>12</b>	<b>35</b>	<b>4</b>	<b>21</b>

**TABLE-VIII.**  
Accidents in Factories in Assam.

Year	Fatal	Non-Fatal	TOTAL	Severity	Frequency
1	2	3	4	5	6
2017	9	55	64	4.79	01.5%
2018	12	35	47	16.12%	0.31%
2019	4	21	25	42.0%	0.19%

S.R= Mandays works  
Mandays lost X one thousand

F.R.=No. of Accident X one Lakh  
Manday worked

**TABLE-NO.IX**

Year	No. of Safety officers to be Appointed as per provision.	No. of Safety officers to Appointed as present As per submitting return
2017	6	110
2018	8	74
2019	9	70

**TABLE-X.**

Year	Ambulance Room.	Canteen	Shelter/Rest/ Lunch Room	Crèche	Welfare Officers	
					Required to be appointed.	
2017	47	66	165	88	155	155
2018	83	108	112	45	81	81
2019	92	108	112	45	85	85

**TABLE-XI**  
**Inspection of Factories**

Year	2(m)(i)	2(m)(ii)	Sec.85	Total	U/R Factories	Chemical Factories	Total No. of regd. factories
2017	950	241	6	1197	250	20	6729
2018	492	175	5	672	245	25	6946
2019	348	167		515	255	30	7225

**TABLE-XII**  
**Approval of Plan**

Year	Plans Submitted for new construction	Plans submitted for extension/alterati on/modification	TOTAL	Plans Approved		TOTAL	Return back for resubmit -ion
				New Construction	Extension		
2017	590	194	784	590	194	784	
2018	285	36	321	285	36	321	
2019	289	8	297	289	8	297	

**TABLE- XIII**  
**Revenue and Expenditure (Provisional for the year 2018)**

Sl. No.	Head of collection	Calendar year			Expenditure Incurred (Plan & Non-plan)		
		2017	2018	2019	2017	2018	2019
1	2	3	4	5	6	7	8
1	New Registration	1629763.00	225500.00	289000.00	<u>Plan</u> 24066175.00	<u>Plan</u> 67286603.00	73959871.00
2	Renewal fee	18546019.00	14284313.00	16659118.00			
3	Late fee	1237308.00	937310.00	972836.00			
4	Transfer fee	105300.00	84500.00	177000.00			
5	Amendment fee	90900.00	51200.00	6400.00			
6	Duplicate fee	99900.00	28000.00	2000.00			
7	Fitness fee	nil	nil				

N.B.: -Some of the staff are engaged in NRC duty, could not submit the data of New Registration, Renewal, Amendment fee etc due to their busy schedule with NRC work.