

Directorate of Industrial Safety and Health

Frequency of inspection by would be based on the below framework:

Sl#	Category of Factory	Frequency of Inspection	Remarks
1	MAH Units	Once in a year	High Risk
2	Hazardous factories under 2(c)(b) & Chemical factories	Once in a year	Medium Risk
3	OTHERS FACTORIES (Having workers upto 20 and more than 20 workers)	Once in a five year	20% of the total other factories would be randomly selected once in a year & falls under Low Risk

The above categorization as well as frequency inspection may be taken as logic for risk-based inspection.

List of Acts applicable under Central Inspection Framework for Directorate of Industrial Safety and Health are as:

- 1. The Factories Act, 1948

Standard Operating Procedure (SOP)

Before inspection

The inspector shall be guided by the administrative instructions issued by Director and Govt from time to time and general principles of conduct as stipulated by the Govt. Servants Conduct Rule.

During inspection

During inspection, the inspector has mandate under section 8 of Factories Act, 1948 to verify compliance of all applicable provisions of the Factories Act, 1948 and the Maharashtra Factories Rules 1963, The Maharashtra Factories (Control of Major Accident Hazard) Rules, 2003. The inspector shall be guided by the provisions prescribed in these statutes.

The inspector shall be required to verify copy of licenses, approved drawings, process details, SOPS and SMPS, work permits, documents pertaining to on-site and off-site emergency, audit reports, health check up records, statutory registers as applicable and the occupier is expected to remain in readiness with such details. The Following documents required during inspection

1. Factory License of factory
2. Approved Plans of the factory.
3. List of finished Products & It should be serially mentioned along with details of raw materials, process
4. description and critical process parameters etc, via Finished product Name, Raw materials Names along with S.D.S.
5. Inspection Book Form-31
6. Certificate of Stability - Form 1A
7. Health register. Form 7
8. Register of Accidents and dangerous occurrences -. Form 30
9. Reports of examination of Pressure Plant/Vessels- Form 13 and Lifting
10. Tackles/machinery - Form 11
11. Register (of Adult Workers) (for regular and contract) - Form 17
12. Safety Committee details.
13. Canteen Committee details.
14. On-site Emergency Plan.
15. Mock Drills Report.
16. Leave with wages Register - Form 20
17. Status of Annual Returns submitted.
18. Safety Audit conducted and compliance report of recommendations.
19. Status of Welfare officer.
20. Status of Safety officer
21. Status of Medical officer
22. Status of Canteen Facility.
23. Over Time Record.
24. Noise Level survey Report.
25. Details of firefighting arrangement.
26. Details of Occupational Health Centre.
27. If covered under Major Accident Hazard (M.A.H.), compliance report of
28. the Maharashtra Factories Control of
29. Industrial Major Accident Hazards Rules, 2003.

After inspection

On completion of inspection, the inspector shall issue a report online.