

Latest news

1. Government of Karnataka has relaxed Provisions under Factories Act, enabling the facilities to engage workers upto 10 hours a day and 60 hours in a week. This is applicable from 22nd May to 21st August 2020.
2. ESIC inserted new changes for IP to claim benefits by Commissioning Mother and Adoptive Mother
3. EPFO amended provisions for Establishments to restrict contribution to 10% for the months of May, June and July 2020

POSH – Examples of Intimidation

- Pointing out mistakes in her work even if it is done in correct manner
- Purposely not giving her lunch break, not allowing her to go for bio breaks etc.
- Purposely exposing her to make her to do dangerous work
- Purposely make her to do work by doing which she will feel insulted or which will create fear in her mind.

Responsibilities of an Occupier of the Manufacturing Facility

1. Every occupier shall ensure, so far as is reasonably practicable, the health, safety and welfare of all workers while they are at work in the work in the factory.
2. Without prejudice to the generality of the provisions of sub section (1), the matters to which such duty extends, shall include:
 - a. the provision and maintenance of plant and systems of work in the factory that are safe and without risks to health.
 - b. the arrangements in the factory for ensuring safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances.
 - c. the provision of such information, instruction, training and supervision as are necessary to ensure the health and safety of all workers at work.
 - d. the maintenance of all places of work in the factory in a condition that is safe and without risks to health and the provision and maintenance of such means of access to, and egress from, such places as are safe and without such risks.
 - e. the provision, maintenance or monitoring of such working environment in the factory for the workers that is safe, without risks to health and adequate as regards facilities and arrangements for their welfare at work.

Except in such cases as may be prescribed, every occupier shall prepare, and as often as may be appropriate, revise, a written statement of his general policy with respect to the health and safety of the workers at work and the organization and arrangements for the time being in force for carrying out that policy, and to bring the statement and any revision thereof to the notice of all the workers in such manner as may be prescribed

Dettol Antiseptic	1 Bottle
Sterilised Cotton wool	1 roll
Adhesive Plaster 6 cm x 1 m, 2 cm x 1 m	1 & 2 rolls respectively
Paracetamol tablet	5
Small dressing Bandage roll	1 roll
Big dressing bandage roll	1 roll
Scissors	1
Snake bite lancet	1 lancet
Sterilised eye pad	12
Wash bottle for washing eyes	1
Tourniquet	1
Safety pins	2 dozens
Triangular bandage	6
Plain wooden splint	6
Kidney tray	1

← Mandatory contents of a Simple First-Aid Kit

Unsafe Acts in a Factory	Cost involved due to Industrial Accidents
Operating without authority	Compensation /Medical aid to the employee
Failure to use safety devices/listen to warning	Training new worker
Cleaning, oiling, repairing or adjusting moving machines	Lost time due to work stops due to accident
Careless throwing of materials on the floor	Investigation to the accident
Operating at unsafe speeds	Supervision & Inspections
Using unsafe equipment	Involving Government machinery to find out the cause
Removing or disconnecting safety devices	Spoilage of materials
Lifting things improperly	Damage to machinery
Taking unsafe positions under suspended loads	Wages payable during injury
Using unsafe procedure in loading & unloading	Loss of morale
Teasing, quarrelling, day dreaming & horseplay	Loss to the worker and family



Process of Reimbursement of expenditure incurred by Employer on treatment of its employees covered under ESI – for providing Medical care in emergencies

- Normally patient / IP should be admitted to the nearest ESIS hospital instead of Private hospital at long distance
- If nearby EIS hospital is not available, 'Emergency Certificate' of treating hospital / doctor should be enclosed alongwith claim
- Copy of Accident Report admitted by the Branch Manager should be enclosed alongwith claim
- A copy of Police Report / FIR or Panchnama if applicable may be submitted alongwith the file
- Attested copy of I Card issued ESIC should be attached
- Proper prescriptions of medicines against each Cash Memo should be attached
- Original Discharge Card / Death Certificate, Treatment Papers, Investigation Reports should be attached alongwith claim
- Original money receipts of hospital showing bill paid by Employer alongwith Bank details of Employer, if paid by Cheque
- Affidavit of I.P / nominee on Rs.100/- stamp paper regarding entire expenditure during the treatment have been incurred by Employer and Cheque for reimbursement amount be issued in favour of Company
- **The claim should be submitted within three months from the date of discharge**
- **The claim shall not be accepted beyond three months.**

Grievance Committee U/S 9C – ID Act

1. Every industrial establishment employing 20 or more workmen shall have one or more Grievance Redressal Committed for resolution of disputes arising out of individual grievances
2. The committed shall consist of equal number of members – Employer & Workmen
3. Chairperson – rotated every year between Employer & Workmen
4. Total number of members shall not exceed 6
5. Give due representation for woman as member
6. To Complete proceedings within 45 days on receipt written application by or on behalf of aggrieved party
7. Workman aggrieved of the decision may prefer an appeal to the Employer and it should be disposed within one month

Works committee under Section 3 of ID Act

Mandatory for every Establishment, where 100 or more workmen are employed, requires employers to constitute works committee, equally represented by workmen & representatives of employers, to promote measures for securing & preserving amity and good relations between employer & the workmen. Works committee deals,

Matters connected with	Not connected with
<ul style="list-style-type: none"> • Conditions of work – lighting, ventilation, temperature, urinals, sanitation etc • Amenities including, drinking water, canteen, medical & health • Safety & accident prevention, Occupational diseases and PPE • Adjustment of National & Festival holidays • Educational & recreational activities • Implementation & review of decisions arrived in earlier meetings 	<ul style="list-style-type: none"> • Wages & allowances, Bonus • Quantum of leave & holidays • Retirement benefits, PF & Gratuity, • Retrenchment & layoff, • Incentive schemes, • Rationalisation & workload

Duties of Employer in case of Separation of International Worker (under EPF Act)

IW from SSA Country who was contributing getting separated?

- ▶▶ If you know the date of separation, you can arrange to get the claim settled on the day of separation or sooner than regular settlement. Within 3 days of start of Separation month of such IW, compute & remit the PF
- ▶▶ File IW return separately. Apply for, by 6th day of such month – IW can get his withdrawal claim settled on the day of his/her separation

For IW from a Non-SSA country, the employer can only complete the above formalities and the IW can apply for withdrawal claim, only after attaining 58 year of his/her age

