



Govt. of Orissa

CHIEF INSPECTOR OF  
FACTORIES AND BOILERS,  
ORISSA, BHUBANESWAR

# Directorate of Factories and Boilers

The Directorate of Factories and Boilers enforces two important enactments namely, the Factories Act, 1948 and the Indian Boilers Act, 1923 in conjunction with Indian Boiler Regulations, 1950, Orissa Factories Rules, 1950, Orissa Boiler Rules, 1971, Orissa Boiler Attendant Rules, 1956, Orissa Boiler Operations Engineers Rules, 2000, Orissa Factories (Control of Major Accident Hazard) Rules 2001. These enactments are basically aimed at ensuring safety, health and welfare of workers working in the factories of the State. Indian Boilers Act, rules and regulations made thereunder regulate the quality, design, manufacture, construction, installation, operation, repair and maintenance of boilers in order to ensure safety of workers working in factory. Over the period, the Factories Act has been amended keeping in view the Bhopal gas tragedy making provision for stringent requirement due to the advancement in modern manufacturing technology and their inherent hazards making the work of the Directorate multidimensional. This apart the enactment of Manufacture, Storage and Import of Hazardous Chemical Rules, 1989 and Chemical Accident (Emergency Planning, Preparedness and Response) Rules, 1996 made under the Environment Protection Act, 1986 has added further workload and thrust upon this Directorate. Moreover, the work of promotional activity has also been assigned to this Directorate to generate safety and health awareness among the factory workers through training programmes, medical surveillance, occupational health monitoring and monitoring of industrial work places carrying out hazardous activities. As such, this Directorate aims at to act as a friend, philosopher and guide to the factories of the State.

# Activities

## A. Headquarters Organisation

There are 2878 registered factories and 1130 registered boilers in the State wherein 1,36,621 workers are employed [By end of April, 2004]. Following are the vital activities under the Headquarters Organisation.

- i) Scrutiny of documents and drawings for registration and licensing of factories under the Factories Act.
- ii) Renewal of factory licence.
- iii) Review of inspection reports of the field officers for monitoring the enforcement activities.
- iv) Instructions to various management for implementation of provisions of Law based on the inspection reports of the field officers for improvement.
- v) Sanction of prosecution against errant management for violations of provisions of Law.
- vi) Instructions to field officers to enquire into various complaints made by individual workers, trade unions, as also based on press clipping.
- vii) Recognition of competent person for examination of pressure vessels, lifting tackles and stability of buildings/structures after due scrutiny of documents and review by personal appraisal and periodical renewal of certificate of recognition of competent persons based on their performance on the last certification period.
- viii) Scrutiny of drawings and design calculation for manufacture of boiler and steam piping.
- ix) Inspection of boiler and steam pipeline during manufacture in the manufacturer workshop as Inspecting Authority / Inspecting Officer.
- x) Issue of test certificates in prescribed form for newly manufactured boilers and steam pipelines.
- xi) Scrutiny of documents, design, drawings for registration of boilers.
- xii) Scrutiny of technical feasibility report of field officers for carrying out the repair to boilers.

- xiii) Scrutiny of final documents after repair for declaring the boiler fit for use.
- xiv) Scrutiny of proposal made by field officers for reduction of working pressure of boilers on account of ageing.
- xv) Scrutiny of documents for acceptance of institutions / persons to carry out repairs / erection / modification of boilers / steam pipelines based on their capability and competency.
- xvi) Scrutiny of documents received from field officers to issue certificates to Welders as Competent Authority.
- xvii) Holding written and personal appraisal of eligible candidates for award of 1<sup>st</sup> class and 2<sup>nd</sup> class certificate of competency as Boiler Operation Engineer under Orissa Boiler Operation Engineer Rules to enable them to remain in charge of power/giant sized boilers as per requirement of Law.
- xviii) Holding written, viva voce followed by practical examination for awarding the certificate of competency as Boiler Attendant in 1<sup>st</sup> class and 2<sup>nd</sup> class category to enable them to remain in charge of boilers during their operation as per Law.
- xix) Administration of headquarters and district establishments.

## B. Safety Education Cell

With a view to bring down industrial accidents and dangerous occurrences this Cell under the Directorate is constantly trying to create safety consciousness among the workers/supervisors/managers by conducting safety promotional activities through training programmes, lectures, seminars, case studies and discussion in different factories of the State.

- i) Scrutiny and analyzing the accident investigation reports of field officers for assessing the system deficiency with a view to find out the circumstances leading to the accident and suggestions for remedial measures to avert future recurrence.
- ii) Instructions to the field officers for penal action against defaulting managements.
- iii) Scrutiny of draft on-site emergency plan of hazardous factories to evaluate its effectiveness for mitigating the emergency situation followed by a group discussion with the representatives of the management guiding them for incorporation of deficiencies and shortcomings.

- iv) Holding programmes through electronic media to propagate the message of safety at workplaces among the general public as well as the factory workers.
- v) Coordinating among the district administration and the field officers of this Directorate for holding district crisis group and local crisis group meeting from time to time for updating the off-site emergency plan and allied activities.
- vi) Holding safety award ceremony by way of prizes to different management / professionals having good safety track record as a token of appreciation.

### C. Safety Museum

- i) Surveillance of occupational diseases.
- ii) Monitoring of health check up of workers employed in hazardous factories.
- iii) First-aid training programme for creating trained first-aider.

### D. District Establishment

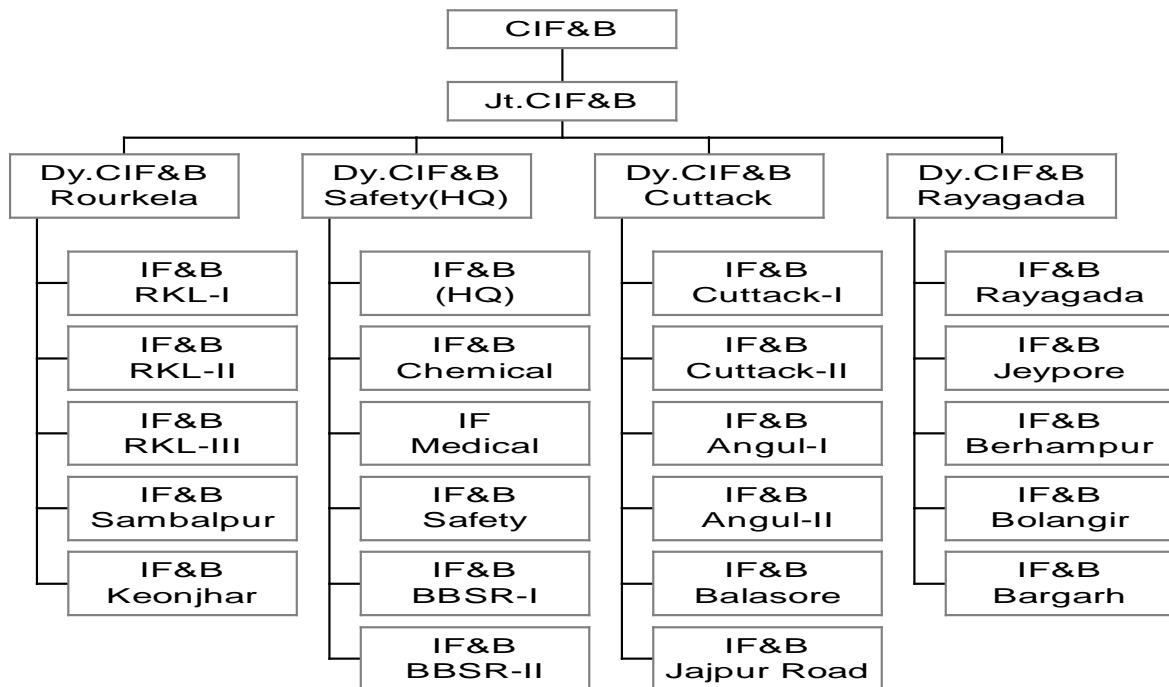
- i) Enforcement of Factories Act and Indian Boilers Act, Rules and Regulation through spot inspection.
- ii) Identification of deficiencies and shortcomings in the workplace of factories followed by suggestion to the management for rectification.
- iii) Penal action against recalcitrant management.
- iv) Appearing Courts to adduce evidence as Complainant.
- v) Investigating fatal and serious accidents and dangerous occurrences.
- vi) Witnessing mock drills for assessment of preparedness for mitigation of emergency situation in hazardous factories.
- vii) Convening the meetings of district crisis group as well as local crisis group as a Member Secretary for finalisation of off-site emergency plan.
- viii) Detection of unregistered-registrable factories for registration.

- ix) Generating awareness among the workers, supervisors and managers of factories through shop floor training, seminars, discussions and symposium.
- x) Physical assessment of boilers for its fitness for use in industries.
- xi) Physical assessment of boilers during and after repair.
- xii) Inspection of boilers and its connected steam pipelines during construction in situ.
- xiii) Monitoring engagement of competent persons holding certificate of competency as Boiler Operation Engineer / Boiler Attendant for operation of boiler plants.
- xiv) Conducting Welder's initial qualification / requalification test.

### Revenue Receipts (Rs. In lakhs)

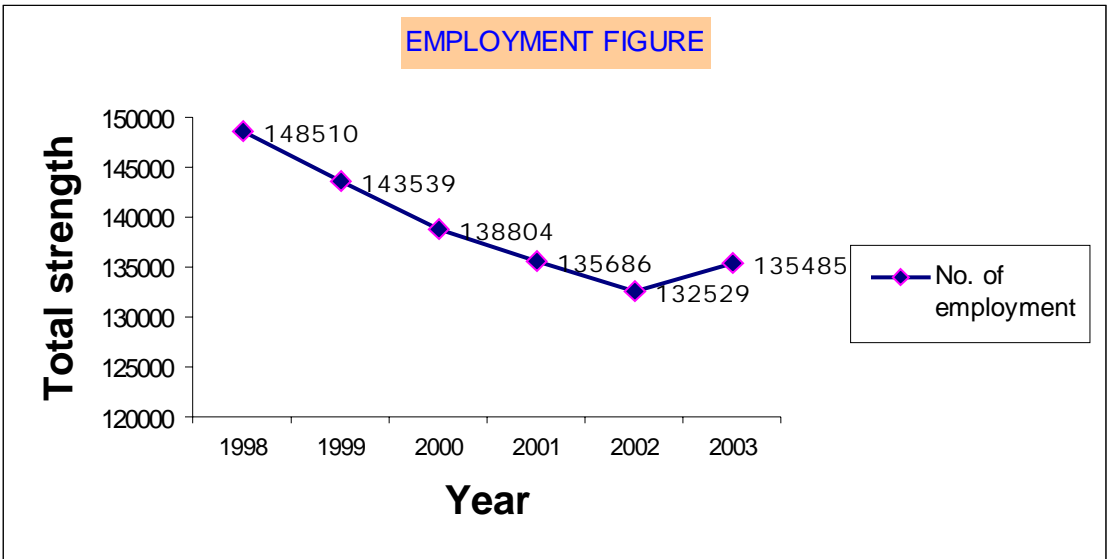
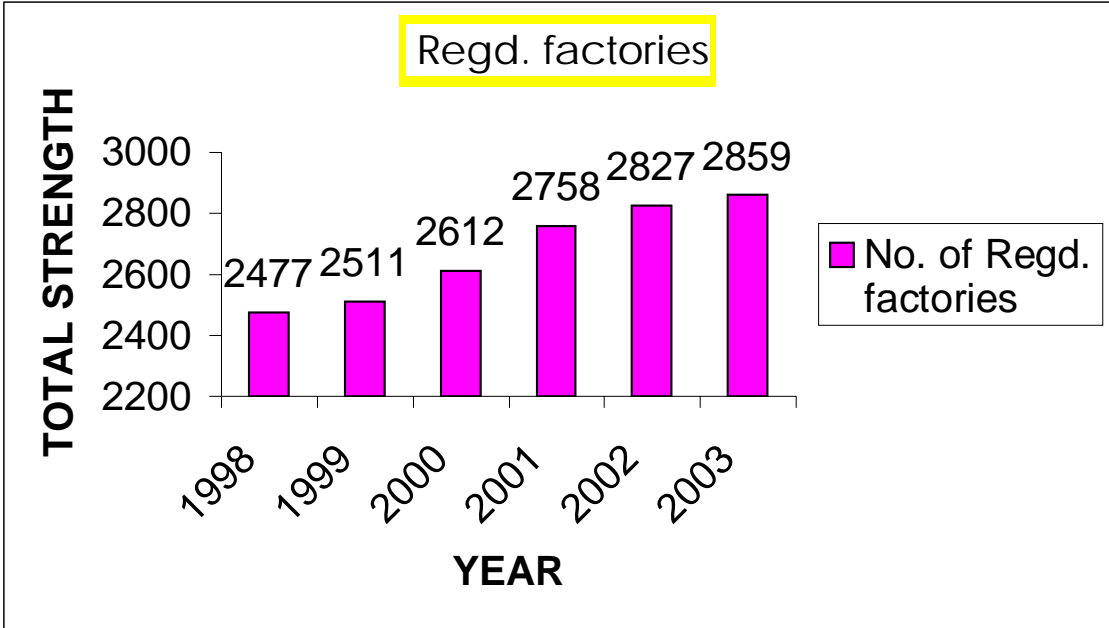
Year	Under Factories Act	Under Indian Boilers Act	Under other Receipts	Total
1999-2000	56.50	15.23	0.60	72.33
2000-2001	60.27	23.69	0.64	84.60
2001-2002	60.33	22.21	1.58	84.12
2002-2003	63.46	20.89	0.66	85.01
2003-2004	80.87	32.64	1.32	114.83

## ORGANISATION CHART

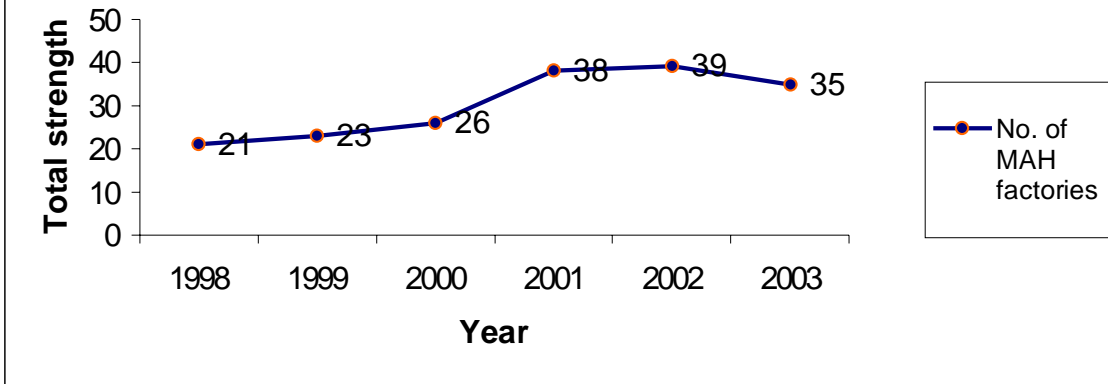


The Directorate comprises of one HoD (CIF&B), one Class-I Senior Officer (Jt.CIF&B), 4 Class-I Officers, 23 Class-II Officers and 116 Ministerial and Class-IV staff.

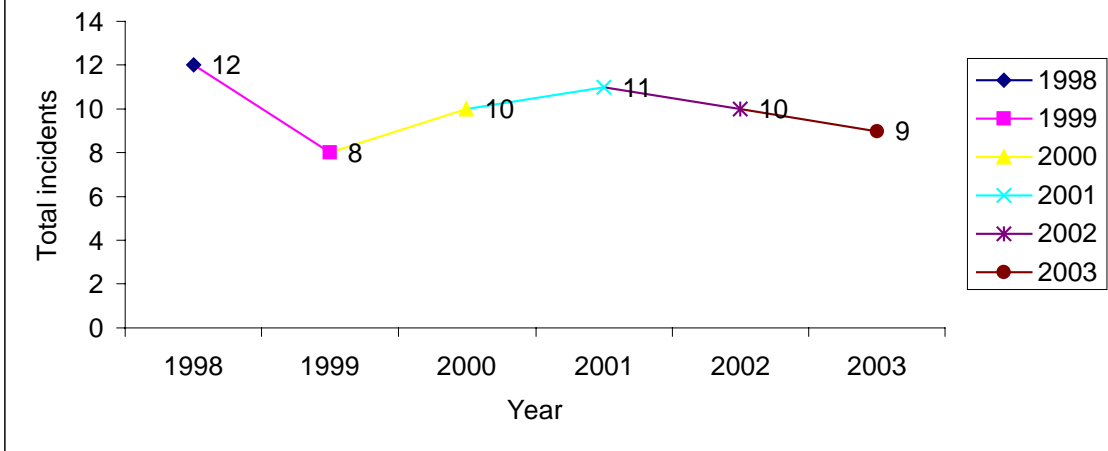
# STATISTICS

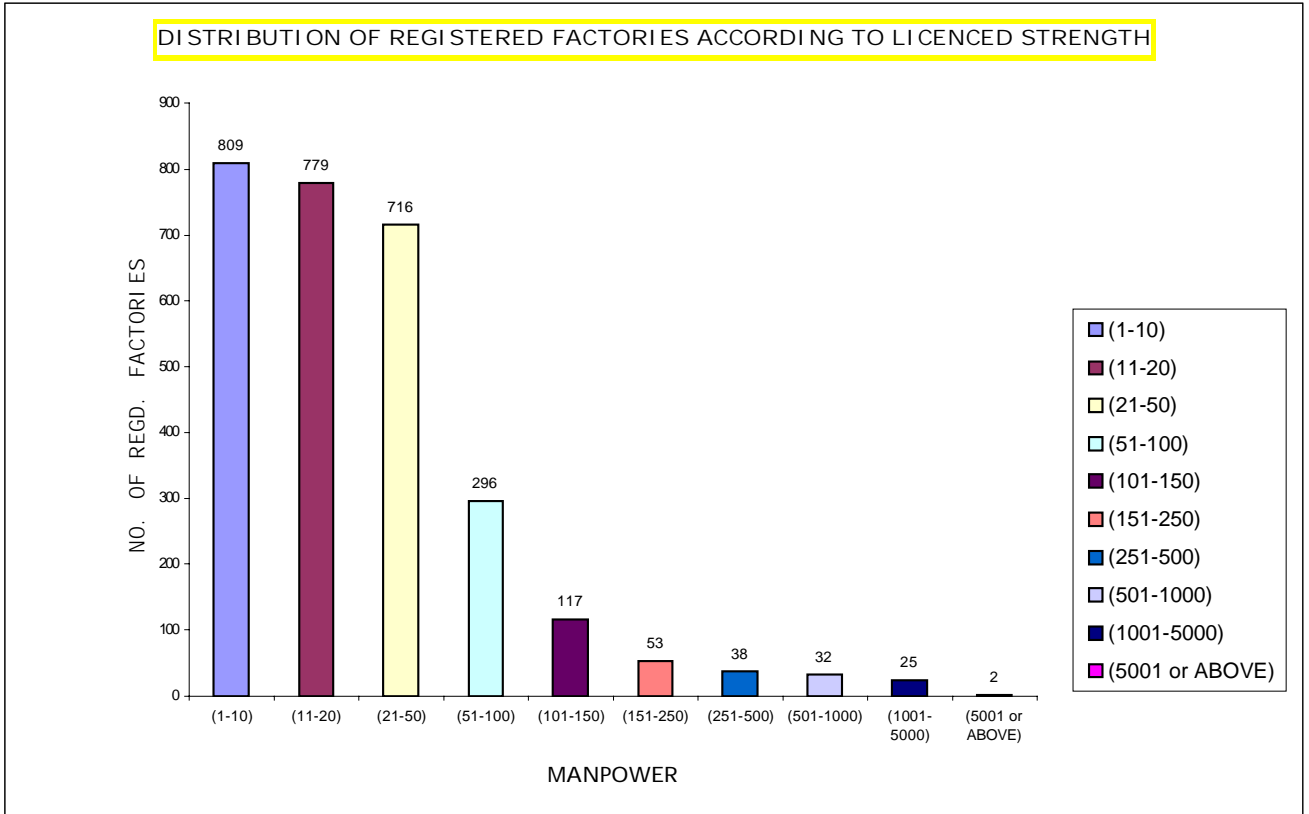


## MAH factories



## Dangerous occurrence





Detailed correspondence address of the DIRECTORATE

NAME OF OFFICE	POSTAL ADDRESS	Name of OFFICER / Designation	TELEPHONE NUMBER	
			Office	Residence
Chief Inspector of Factories and Boilers, Orissa	Unit-III, Kharvelnagar, Bhubaneswar-751001	<b>Chief Inspector of Factories and Boilers, Orissa</b>	(0674) 2406070 2406130(Fax)	(0674) 2350369
		<b>Jt. Chief Inspector of Factories and Boilers</b>	(0674) 2401824	
		<b>Dy.CIF&amp;B (Safety)</b>	(0674) 2419481	
		<b>IF&amp;B (Safety)</b>	(0674) 2403786	
		<b>IF (Medical)</b>	(0674) 2403786	
		<b>Establishment Officer</b>	(0674) 2402228	
Deputy Chief Inspector of Factories and Boilers [Dy.CIF&B], Rourkela Division	Uditnagar, Rourkela, Sundargarh	<b>Dy.CIF&amp;B</b>	(0661) 2508042	
		<b>IF&amp;B, Rourkela Zone-I</b>	(0661) 2508042	
		<b>IF&amp;B, Rourkela Zone-II</b>	(0661) 2508042	
		<b>IF&amp;B, Rourkela Zone-III</b>	(0661) 2508042	
Deputy Chief Inspector of Factories and Boilers [Dy.CIF&B], Cuttack Division	Surya Vihar, Link Road, Cuttack	<b>Dy.CIF&amp;B</b>	(0671) 2334296	
		<b>IF&amp;B, Cuttack Zone-I</b>	(0671) 2334296	
		<b>IF&amp;B, Cuttack Zone-II</b>	(0671) 2334296	
Deputy Chief Inspector of Factories and Boilers [Dy.CIF&B], Rayagada Division	Rayagada	<b>Dy.CIF&amp;B</b>	(06856) 222158	
		<b>IF&amp;B, Rayagada Zone</b>	(06856) 222158	(06856) 222157
Deputy Chief Inspector of Factories and Boilers [Dy.CIF&B], Bhubaneswar Division	Unit-III, Kharvelnagar, Bhubaneswar-751001	<b>Dy.CIF&amp;B</b>	(0674) 2400363	
		<b>IF&amp;B, Bhubaneswar Zone-I</b>	(0674) 2400363	
		<b>IF&amp;B, Bhubaneswar Zone-II</b>	(0674) 2400363	
Inspector of Factories and Boilers [IF&B], Balasore Zone	Rajabagicha, Balasore - 756001	<b>IF&amp;B, Balasore</b>	(06782) 262398	(06782) 262418

Inspector of Factories and Boilers [IF&B], Angul Zone	Near Post Office, Nalconagar, Angul - 759145	IF&B, Angul Zone-I	(06764) 220164	
		IF&B, Angul Zone-II	(06764) 220164	
Inspector of Factories and Boilers [IF&B], Jajpur Zone	Choroda, Jajpur Road, Jajpur	IF&B, Jajpur Zone	(06726) 221639	
Inspector of Factories and Boilers [IF&B], Sambalpur Zone	Jail Road, Sambalpur	IF&B, Sambalpur Zone	(06663) 2411305	
Inspector of Factories and Boilers [IF&B], Keonjhar Zone	Plot No.228/677 Keonjhargarh, Keonjhar	IF&B, Keonjhar Zone	(06766) 253673	
Inspector of Factories and Boilers [IF&B], Jeypore Zone	Plot No.1490/1894, Mouza Jagadhatripur At-Paiksahi(2 <sup>nd</sup> lane) PO- Jayanagaar Jeypore-764005	IF&B, Jeypore Zone		
Inspector of Factories and Boilers [IF&B], Berhampur Zone	Plot No.12, 4 <sup>th</sup> lane Bhavanagar, Berhampur, Ganjam	IF&B, Berhampur Zone	(0680) 2281713	
Inspector of Factories and Boilers [IF&B], Bargarh Zone	VIB-Saraswati Vihar, Bhatali Road, Bargarh	IF&B, Bargarh Zone	(06646) 246363	
Inspector of Factories and Boilers [IF&B], Bolangir Zone		IF&B, Bolangir Zone		

# Factory licence Fee Schedule

SCHE  
[See Rule

DULE  
5 (1)

Total Amount of power installed (in. K. W.)	Maximum number of person to be employed							
	20	50	100	250	500	750	1,000	1,500
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Nil	400	600	1,000	1,500	2,500	3,500	4,000	6,000
Not exceeding 10	800	1,000	1,500	2,000	3,500	5,000	8,000	10,000
Exceeding 10 but not exceeding 50	1,000	1,500	2,000	3,500	6,000	10,000	12,500	15,000
Exceeding 50 but not exceeding 100	1,500	2,000	3,500	4,500	9,000	12,500	15,000	20,000
Exceeding 100 but not exceeding 200	2,000	3,500	4,000	6,000	12,500	16,000	20,000	22,000
Exceeding 200 but not exceeding 400	3,500	4,000	6,000	10,000	15,000	20,000	22,000	28,000
Exceeding 400 but not exceeding 800	4,000	5,000	7,500	12,000	18,000	22,000	28,000	35,000
Exceeding 800 but not exceeding 1500	5,000	7,500	12,000	16,000	22,000	28,000	35,000	37,500
Exceeding 1500 but not exceeding 4000	7,500	11,000	15,000	22,000	28,000	35,000	37,500	40,000
Exceeding 4000 but not exceeding 6000	11,000	15,000	20,000	28,000	35,000	37,500	40,000	50,000
Exceeding 6000 but not exceeding 8000	15,000	20,000	28,000	32,000	37,500	40,000	50,000	55,000
Exceeding 8000 but not exceeding 25000	16,000	28,000	32,000	37,500	40,000	50,000	55,000	60,000
Exceeding 25000 but not exceeding 50000	28,000	30,000	38,000	40,000	50,000	55,000	60,000	70,000
Exceeding 50,000	30,000	36,000	40,000	50,000	55,000	60,000	70,000	75,000

during any one day of the Year not exceeding							
2,000	2,500	3,000	5,000	7,500	10,000	15,000	25,000
(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
8,000	10,000	12,500	20,000	25,000	30,000	35,000	40,000
15,000	20,000	22,000	28,000	35,000	37,500	40,000	50,000
20,000	22,000	28,000	35,000	37,500	40,000	50,000	55,000
22,000	28,000	35,000	37,500	40,000	50,000	55,000	60,000
28,000	35,000	37,500	40,000	50,000	55,000	60,000	70,000
35,000	37,500	40,000	50,000	55,000	60,000	70,000	75,000
37,500	40,000	50,000	55,000	60,000	70,000	75,000	80,000
40,000	50,000	55,000	60,000	70,000	75,000	80,000	90,000
50,000	55,000	60,000	70,000	75,000	80,000	90,000	1,00,000
55,000	60,000	70,000	75,000	80,000	90,000	1,00,000	1,10,000
60,000	70,000	75,000	80,000	90,000	1,00,000	1,10,000	1,20,000
70,000	75,000	80,000	90,000	1,00,000	1,10,000	1,20,000	1,30,000
75,000	80,000	90,000	1,00,000	1,10,000	1,20,000	1,30,000	1,40,000
80,000	90,000	1,00,000	1,10,000	1,20,000	1,30,000	1,40,000	1,50,000

FORM No.1  
(Prescribed under Rule 3)  
**Application for permission to construct/extend or take into use a  
building/premises as a factory**

1. Applicant's Name ..  
Age ..  
Father's name ..  
Permanent address - ..  
    Village ..  
    P.O. ..  
    P.S. ..  
    District ..  
    Calling ..
2. Full name and postal address of the factory
3. Address for correspondence
4. Location of the Factory –  
    State ..  
    District ..  
    Subdivision ..  
    P.S. ..  
Near of village or town, nearest Rly. Station
5. Particulars of plants to be installed  
(Separate sheet where necessary be annexed)
6. (a) Number of persons proposed to be engaged  
(b) Amount of power proposed to be installed
7. Proposed date of commencement of construction
8. Particulars of Non-objection Certificate/Consent  
letter of Orissa State Pollution Control Board,  
Bhubaneswar/Local Authority.  
(Copy to be enclosed)
9. Amount of fee paid ..... Chalan No. .... Date .....
- Treasury/Bank name.....
- Date..... (Signature of applicant)  
Place..... With Seal

Note – This application shall be accompanied by the following documents –

- (a) A flow chart of the manufacturing process supplemented by a brief description of the process in its various stages.
- (b) Plans, in duplicate, drawn to scale, showing –
  - (i) the site of the factory and immediate surroundings including adjacent buildings and other structures, roads, drains, etc.; and
  - (ii) the plan elevation and necessary cross sections of the various buildings, indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicate the position of the plant and machinery, aisles and passage way; and
- (c) Such other particulars as the Chief Inspector may require.

FORM No.2

( Prescribed under Rules 4 and 12 )

Application for Registration and grant or renewal Licence for the year .....  
and notice of occupation specified in section 6 and 7 (*to be submitted in triplicate*)

1. Full name of the factory with factory licence number, if already registered.
2. (a) Full postal address and situation of the factory.  
(b) Full address to which communications relating to the factory should be sent.
3. Nature of manufacturing process/processes
  - (a) Carried on in the factory during the last twelve months (in the case of factories already in existence).
  - (b) to be carried on in the factory during the next twelve months (in the case of all factories)
4. Names and values of principal products manufactured during the last twelve months.
5. (i) Maximum number of workers proposed to be employed on any one day during the year.  
(ii) Maximum number of workers employed on any one day during the last 12 months.  
(iii) Number of workers to be ordinarily employed in the factory.
6. (i) Nature and total amount of power (H.P.) installed or proposed to be installed.  
(ii) Maximum amount of power (H.P.) proposed to be used.
7. Full name and residential address of the persons who shall be the manager of the factory for the purposes of the Act.
8. Full name and residential address of the Occupier –
  - (i) The proprietor of the factory in case of private firm/proprietary concern.
  - (ii) Directors in case of Public limited liability company/firm.

- (iii) Where a Managing Agent has been appointed, the name of Managing Agents and Directors thereof.
- (iv) Shareholders in case of a private company where no Managing Agents have been appointed.
- (v) The Chief Administrative Head in case of a Government or local fund factory.

9. Full name and address of owner of the premises or building (including the precincts) thereof, referred to in section 93.

10. In the case of factory constructed or extended after the date of the commencement of the Rules.

- (a) Reference number and date of approval of the plans for sites where for old or new building and for construction or extension of factory by the State Government/ Chief Inspector.
- (b) Reference number and date of approval of the arrangements, if any, made for the disposal of trade wastes and effluents and the name of the authority granting such approval.

11. Amounts of fee Rs. .... (Rupees) .....  
 paid in ..... treasury on .....  
 Chalan No. .... (enclosed).

Signature of Occupier .....  
 Date.....

Signature of Manager .....  
 Date.....

- Note-
- 1. This form should be completed in ink block letters or typed.
  - 2. If power is not used at the time of filling up this form, but is introduced later the fact should be communicated to the Chief Inspector immediately.
  - 3. If any of the persons named against item 8 is minor the fact should be clearly stated.
  - 4. In the case of a factory, where under the proviso to sub-sections (1) and (2) of section 100 a person has been nominated as the occupier, information required in item 8 should be supplied only in respect of that persons.
  - 5. In case of factory where a Managing Agent or Agents have been appointed as occupiers under the Indian Companies Act, 1913 (VII of 1913), information required in item 8 should be supplied only in respect of that person or persons.

Registered No.....

Certificate No.....

**Form B No.1**  
**Application for the registration/inspection of Boilers and Steam Pipes under the Indian**  
**Boilers Act, 1923 (Act V of 1923)**  
 (Rule 6)

**DIVISION I**

Registered number of boiler	Name of owner or agent	Where situated	Date of inspection desired	Description of boiler and age
1	2	3	4	5

I hereby submit application to the Inspector of Boilers for inspection and grant of a certificate of the boiler above named together with the Treasury receipt in original obtained on payment of the prescribed fee specified below/crossed cheque covering fees etc. in favour of Chief Inspector of Boilers, Orissa.

Dated at .....

This ..... day of ..... 20

Owner or Agent

**DIVISION II**

I CERTIFY that the following fees and expenses are payable :-

Boiler number	Boiler rating	Fees	Extra fees for Sunday and holiday inspection and other expenses	Total
1	2	3	4	5

N.B.- This form with Division I, duly filled in, together with the crossed cheque or the treasury receipt in original obtained on payment of the prescribed fees and expenses specified above may be forwarded to the Office of the Chief Inspector of Boilers, Orissa / Inspector of Boilers, in order that the necessary inspection may be made.

Dated at .....

This ..... day of ..... 20

Chief Inspector of Boilers, Orissa

**DIVISION III**

This is to certify that Rupees ..... Paise have been deposited in ..... Treasury as per receipt No. .... Dated .....20..... on account of the inspection of the boiler above named.

Dated at .....

This .....day of ..... 20

Office of the Chief Inspector of Boilers  
 Inspector of Boilers, Orissa

Documents required to be submitted for [REGISTRATION](#) under Factories Act, 1948

01. Notice in Form No.1 seeking permission to construct the factory
02. Plan in triplicate drawn to scale on durable paper as per instructions at foot note of Form No.1
03. Manufacturing process along with a flow chart describing the process at each stage
04. List of plant and machineries with Horse Power / Kilo Watt rating of the prime-movers
05. Document showing right of the applicant to use the land for the factory site
06. No-objection certificate from the local authority i.e. the Gram Panchayat, N.A.C., Municipality, etc. as the case may be
07. No-objection certificate from the State Pollution Control Board
08. Clearance from the Controller of Explosives in case of dealing / handling of explosives material
09. Fees for scrutiny of drawings in shape of State Government Treasury Chalan showing deposit under the head of account "0230-Labour and Employment-104-Fees Realised under the Factories Act, 1948". The Fee will be equal @ 3 times of the Licence Fee
10. Application in Form No.2 duly filled in in duplicate
11. Licence Fee in shape of Treasury Chalan showing deposit under the same head of account as at sl.no.09 above
12. In case of partnership firm, then an attested copy of the partnership deed and a resolution among the partners nominating one of the partners as 'Occupier' under Factories Act, 1948
13. In case of Limited Company, a copy of the Memorandum and Articles of Association with the Certificate of Incorporation and the up-to-date list of Directors
14. In case of Government / Semi-Government owned factory, a copy of the posting order issued by the Administrative Authority in favour of the person to act as an 'occupier' under Factories Act, 1948
15. Any other documents that may be called for in case of Major Accident Hazard or Section 2(cb) of Factories Act, 1948 category of factories