



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 399 Dispur, Thursday, 13th July, 2017, 22nd Asadha, 1939 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
LABOUR AND WELFARE DEPARTMENT, DISPUR, GUWAHATI-6

NOTIFICATION

The 8th June, 2017

No. GLR.71/2016/C/46.- The following draft of certain rules namely the Assam Factories (Amendment) Rules, 2017, to amend the Assam Factories Rules, 1950, herein after referred to as the principal Rules, which the Governor of Assam proposes to make in exercise of the powers conferred by section 112 of the Factories Act, 1948 (Central Act No. 63 of 1948), is hereby published as required by sub-section (1) of Section 115 of the said Act, for the information of all persons likely to be effected thereby and notice is hereby given that the said draft will be taken into consideration on or after the expiry of a period of 45 (forty-five) days from the date of publication of this Notification in the Official Gazette.

Any objection or suggestion which may be received from any person with respect to the draft before the expiry of the period of 45 (forty-five) days as specified above, will be considered by the Governor.

Objections or suggestions, if any, may be sent to the Additional Chief Secretary to the Govt. of Assam, Labour & Welfare Department, Assam Secretariat (Civil), Dispur, Guwahati-781006.

DRAFT RULES
CHAPTER - I
PRELIMINARY

1. **Short title and commencement** :- (1) These rules may be called the Assam Factories (Amendment) Rules, 2017.
(2) They shall come into force on the date of their publication in the Official Gazette.

2. **Amendment of rule 2** :- In the principal Rules, in rule 2, -

- (i) after clause (d), the following new clause (da) shall be inserted, namely :-

“(da) Dangerous Operations” means the operations as declared under rule 94 of the Assam Factories Rules, 1950, prescribed under Section 87 of the Factories Act, 1948 (Central Act No.63 of 1948);”

- (ii) after clause (g), the following new clause (ga) shall be inserted, namely :-

“(ga) Hazardous Process” means any process or activity as defined under Section 2(cb) of the Factories Act, 1948 (Central Act No.63 of 1948);”

- (iii) after clause (l), the following new clause (m) shall be inserted, namely :-

“(m) Major Accident Hazards Installation” means the installations as defined in rule 2(g) of the Chemical Accident (Emergency Planning, Preparedness and Response) Rules, 1996 framed under the Environment (Protection) Act, 1986 (Act No.29 of 1986).”

3. **Deletion of rule 3** :- In the principal Rules, existing rule 3 shall be deleted.

4. **Substitution of rule 3A** :- In the principal Rules, for the existing rule 3A, the following shall be substituted, namely:-

“ **3A. Submission, processing and approval of plans.**-(1) No site shall be used for the location of a factory or no building in a factory be constructed/ extended or taken into use as a factory and no additional

machinery be installed or no prime movers exceeding the horsepower already installed in a factory be installed unless previous permission in writing is obtained from the Chief Inspector.

(2) Application for such permission shall be made in Form No. 1 to the Chief Inspector of Factories, Assam till the infrastructure for making such application and their processing in the manner as required under Section 9 of the Assam Ease of Doing Business Act, 2016 becomes operational. After the infrastructure for making such application and their processing as required under section 9 of the Assam Ease of Doing Business Act, 2016, is ready, the Labour & Welfare Department shall do away with manual submission of application. All such applications shall be accompanied by the following documents:-

- (i) A flow chart of the manufacturing process supplemented by a brief description of the process in its various stages,
 - (ii) Plans in triplicate drawn to scale showing-
 - (a) The site of the factory and immediate surroundings including adjacent building and other structures, roads, drains, etc., drawn to a scale not less than 1cm= 20 meters or drawn to a lower scale with the permission of Chief Inspector ; and
 - (b) The plans, elevation and necessary cross-sections of the various building, 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 ways, and shall be drawn to a scale not less than 1 cm = 10 meters or drawn to a suitable scale with the permission of Chief Inspector;
 - (iii) Such other documents as the Chief Inspector may require; and
 - (iv) In case of factory involving hazardous process covered under clause (cb) of Section 2, the detailed policy with respect to the health and safety of the workers employed therein and other particulars shall be submitted as specified in sub-section (2) of Section 41-B of the Act.
- (3) If Chief Inspector is satisfied that the plans are in consonance with the requirements of the Act, he shall subject to such condition

as he may specify, approve them within the period specified in the table given below by signing and returning to the applicant one copy of each plan, or he may call for such other particulars as he may require to enable such approval to be given.

Table:

Time Line for Approval of Plans:

Sl. No. Category of Factories	Time limit from the date of receipt of completed application.
1. Factories as defined under Section 2 (m) (ii) and not involving hazardous process as defined under Section 2(cb) of the Act.	10 (Ten) days
2. Factories other than hazardous and Major Accident Hazards installations.	30 (Thirty) days
3. Factories involving Hazards Process and Major Accident Hazards installations.	45 (Forty-five) days (30 days for the appraisal of site by the site appraisal committee, 10 days for approval from the Government and 5 days for approval of plans by the Chief Inspector of Factories)

(4) No deviation of any kind from approved plans shall be made without the written permission of the Chief Inspector.”

5. Substitution of rule 4.- In the principal Rules, for the existing rule - 4, the following shall be substituted, namely :-

“4. Notice of occupation of a factory and application for its registration and grant or renewal of license- (1) The occupier of every factory coming within the scope of the Act, after its commencement shall submit to the Chief Inspector of Factories, Assam a notice of occupation and application in triplicate in Form

No. 2 or submit an application as per the provision of the Section 9 of the Assam Ease of Doing Business Act, 2016 for the registration of the factory and grant of a license thereof for a period as specified in rule 5. Every application submitted under this sub-rule shall be accompanied with proof of payment of fee specified in sub-rule (2):

Provided that the Occupier of a place to which the provisions of the Act are made applicable by the notification under Section 85 of the Act shall submit an application within 30 days of the date of the notification.

(2) Every such application shall be accompanied by a treasury receipt or online payment certificate as approved by the State Government for payment of the fee as specified in the Schedule A, B or C.”

6. Substitution of rule 5 :- In the principal Rules, for the existing rule 5, the following shall be substituted, namely:-

“5. Grant of License, - (1) The Chief Inspector may, on application being made to him under sub-rule (1) of rule 4 and on payment of fees prescribed in sub-rule (2) of rule 4 and on being satisfied that there is no objection to the grant of license applied, register the factory and grant a license for a period of 10(ten) years within the time period as shown in the table below, in Form No. 4 to the applicant to use as factory such premises as are specified in the application and subject to compliance with such condition as are specified in the license.

Provided that subject to the provision of sub-section (3) of Section 6 of the Act, the Chief Inspector may refuse to register the factory and grant of a license, if he is satisfied,-

- (i) that the factory has not been constructed in accordance with the plans approved by the Chief Inspector or in non-compliance with the conditions subject to which the plans are approved;
- (ii) that there is imminent danger to life in the factory due to explosive material or inflammable or toxic dust, gas or fumes, and no effective measures, in his opinion has been taken to remove the danger.

Table:

Sl. No.	Categories of Factories	Time limit from the date of receipt of complete application
1	Factories as defined under Section 2 (m) (ii) and not involving hazardous process as defined under Section 2(cb) of the Act	10 (Ten) days
	Factories other than hazardous and Major Accident Hazardous installations	30 (Thirty) days
	Major Accident Hazardous installations and Factories involving Hazardous process.	45 (Forty-five) days (30 days for the appraisal of site by the site appraisal committee 10 days for approval from the Government and 5 days for Registration and Licensing by the Chief Inspector of Factories)

(2) Every license granted or renewed under this chapter shall remain in force upto the 31st December of the year/ years for which the license is granted or renewed”.

7. Substitution of rule 6.-In the principal Rules, for the existing rule 6, the following shall be substituted, namely:-

“6. Amendment of license.-(1) A license granted under rule 5 or renewed under rule 7 may be amended by the Chief Inspector of Factories within the period specified in the table given below.

Table:

Sl. No.	Categories of Factories	Time limit from the date of receipt of complete application
1	For all category of Factories	15 days

(2) A licensee shall be required to have the license amended if there is change in name of the factory, or if the factory for which the license is granted exceeds the limits specified in the license in regard to horsepower or the number of persons employed.

(3) A licensee who desires to have his license amended shall submit it to the Chief Inspector with an application in Form No. 2 stating the nature of the amendment and reasons thereof.

(4) The fees for the amendment of a license shall be rupees five hundred and the amount, if any, by which the fee that would have been payable if the license had originally being issued in the amended form exceeds the fee originally paid for the license.

(5) In case of any administrative or processing error on the part of Licensing Authority, no amendment fees shall be levied.”

8. Substitution of rule 7-In the principal Rules, for the existing rule 7, following shall be substituted, namely:-

“7. Renewal of License,- (1) An application for the renewal of license shall be made to the Chief Inspector in Form No. 2 in duplicate accompanied by a Treasury receipt or Bank Draft or online payment certificate as approved by the State Government, as the case may be, for payment of the fees specified in the Schedule A, B or C under rule 4(2), so as to reach him on or before 30 days of the date of expiry of the license.

(2) On receipt of the application under sub-rule (1), the Chief Inspector may, if he is satisfied that there is no objection to the renewal of license, renew the same for 10(ten) years within the time line as shown in the table below or may, after recording his reasons, in accordance to the applicability of rejection clause provided in the sub-rule (1) of Rule 5, refuse the renewal of license applied.

Table:

Sl. No.	Category of Factories	Time Limit from the date of receipt of completed application
1	2	3
1	For all category of Factories	30 (Thirty) Days

Provided that if the period for which the license is applied for is one year or more but does not exceed 10 years, the fees payable per year shall be at the rates specified in the Schedule A, B or C under rule 4 (2).

Provided further that where the application for the renewal of the license is made after the expiry of the due date specified in sub-rule (1) it may be renewed on payment of an additional fee of 25 percent of the fee payable for the renewal of the license subject to the minimum of rupees five hundred.

(3) Every license renewed under this rule shall remain in force up to 31st December of the year for which the license is renewed.”

9. Substitution of rule 8.-In the principal Rules, for the existing rules 8, the following shall be substituted namely :-

“8. Transfer of License.-(1) The holder of a license may at any time before the expiry of the license, apply for permission to transfer his license to another person.

(2) Such application shall be made along with Form no. 2 duly filled-in and signed by the new occupier, to the Chief Inspector, who subject to his satisfaction for approval of the proposed transfer, enter upon the license under his signature and an endorsement to the effect that license has been transferred to the person proposed by the applicant.

(3) A fee of rupees one thousand shall be charged on each such application.

(4) An application for transfer of license shall be as far as possible, decided within a period of 30 working days.”

10. Substitution of rule 11.-In the principal Rules, for the existing rule 11, the following shall be substituted, namely :-

“11. Mode of payment of fees.- (1) Every application under these rules shall be accompanied by a treasury receipt showing the deposit of appropriate amount of fee/ fees under the Head of Account “0230-Labour and Employment, 104-Fees realized under the Factories Act.” or online payment certificate as approved by the State Government for the appropriate amount of fees.

(2) If an application for grant, renewal or amendment or transfer of a license is rejected, the fees paid shall be refunded to the applicant by the Government.

(3) Where such application is granted, any amount paid by the applicant in excess of the prescribed fee may be adjusted against payment of any fees due for the next succeeding year.”

11. Amendment of rule 13:In the principal Rules, in rule 13,

(i) after the expression, “have power to do all or any of the following things,” the expression “as per the computerized allocation of factories on risk parameters and as per the table specified below” shall be inserted.

(ii) after the first paragraph, the following table shall be inserted, namely:-

“TABLE:

1.	Major Accident Hazardous installation.	Half Yearly
2.	Factories involving hazardous process	Half Yearly
3.	Factories involving dangerous operations under section 87 under Factories Act, 1948.	Half Yearly
4.	Factories employing more than 10 workers.	Yearly
5.	Factories Employing less than 10 workers (As declared under Section 85 of the Factories Act, 1948.)	Once in 2 Years
6	Factories under self-certification scheme introduced vide Govt. notification No.GLR.71/2016/C/Pt/44, dated 16-03-2017.	Once in 5 Years (20% random inspections selected by computer annually)

12. Insertion of new rule 13-B.- In the principal Rules, after rule 13-A, the following new rule 13-B, shall be inserted, namely :-

“13-B Well Defined Inspection procedure”:-

An Inspector shall, while carrying out the inspection under these rules, shall follow the detailed scheme and procedure as mentioned herein below :-

(1) Classification of Factories

The factories of the State of Assam have been categorized into the following classifications in the interest of the inspection schedule.

- (a) Major Accident Hazards Installation (as defined in Rule 2 (6) of the Chemical Accident (Emergency, Planning, Preparedness and Response) Rules 1996.
- (b) Factories involving Hazardous Process: (As defined under Section 2(cb) of the Factories Act, 1948.
- (c) Factories involving dangerous operations as declared under Rule 94 of the Assam Factories Rules 1950 under section 87 under Factories Act, 1948.
- (d) Factories employing more than 10 workers.
- (e) Factories employing less than 10 workers (As declared under Section 85 of the Factories Act, 1948.
- (f) Factories under self-certification scheme as introduced vide Govt. Notification No. GLR.71/2016/C/Pt/44, Dtd16-03-2017.

(2) (a) Priority criteria for the inspection of Factories:

An Inspector official shall for the purposes of the Act carry out inspection as per the computerized allocation of factories on risk parameters and as per the schedule specified in the table below:

Table:

1.	Major Accident Hazards Installations.	Half Yearly
2.	Factories involving Hazardous Process.	Half Yearly
3.	Factories involving dangerous operations.	Half Yearly
4.	Factories employing more than 10 workers.	Yearly
5.	Factories Employing less than 10 workers (As declared under Section 85 of the Factories Act, 1948.)	Once in 2 Years
6.	Factories under self-certification scheme introduced vide Govt. Notification No. GLR.71/2016/C/Pt/44, dated 16-03-2017.	Once in 5 Years (20% random inspections selected by computer annually)

(b) Mandatory inspections are to be adopted in the following circumstances:

- i) The factories where fatal, serious accident or any dangerous occurrence have taken place.
- ii) Factories where there are reports of notifiable diseases, public complaint or any disputes in matters of safety, health and welfare of workers.
- iii) Defaulter factories.
- iv) Closed Factories where workers dues are not settled.
- v) Factories who have not submitted self-certified returns.
- vi) Any emergency that may entail mandatory inspection.

(3) Methodology of inspection:

The methodology to be followed for inspection is outlined below:

- (a) Computerized generation of inspection program shall be communicated to the Inspectors.
- (b) Inspectors must upload their inspection reports in the prescribed inspection proforma within 48 (Forty Eight) hours of inspection (Format - A).
- (c) Inspectors to feed the monthly/ annual inspection summary templates prescribed in this behalf for uploading in the public domain with the help of computer program prepared by any authorized agency.
- (d) The entire inspection would be carried out according to the single checklist and procedures formulated in this regard and Annexed hereto as Format A.

FORMAT A
INSPECTION PROFORMA

Name of Inspector:

Date of visit:

1) Name of the factory and other details:

- i) Address.
- ii) Nature of manufacturing process.
- iii) Name of Manager.
- iv) Responsible person present during inspection.
- v) Name of the Occupier

2) Details regarding license:

- i) License No.
 - ii) Total rated H.P. installed
 - iii) Total nos. of workers employed
 - iv) Maximum workers at a time.
 - v) Actual nos. of workers during inspection.
 - vi) Nos. of contractor's (or other agencies) workers.
- As per the license.

3) Health Provisions:-

- i) Whether the 'Health' provisions of the Act has been generally complied with?
- ii) If not, mention deficiencies in short.
- iii) Nos. of latrines: For (M) For (F)
Nos. of drinking water points.

4) Safety Provisions:-

- i) Whether the 'Safety' provisions of the Act has been generally complied with?
- ii) If not, mention deficiencies in short.
- iii) Whether provisions of emergency exit has been generally complied with?
- iv) Nos. of Safety Officers appointed (if applicable).
- v) Whether the lifting tackle and pressure vessels are tested by Competent Persons.
- vi) Whether PPE's are provided and used by the workers?

5) Does the manufacturing process involves any hazardous process?

If yes, please provide in short.

- i) Status of compulsory disclosure of information by the occupier.
- ii) Status of Health records and medical examination of worker?
- iii) Status of Safety Committee.

6) Welfare Provisions:-

- i) Whether washing facilities for M/F provided.
- ii) Status of First Aid appliances/Ambulance Room.
- iii) Names & nos. welfare Officers.
- iv) State whether provided (if the provision is applicable).
 - I. Canteen.
 - II. Lunch room/Rest room.
 - III. Creche.

7) General information:-

- a) Whether Safety Suggestion scheme exist?
- b) Whether Safety Policy has been declared?
- c) Whether Safety propaganda/education work was done?
- d) Employment of young person and certificate of fitness thereof.
- e) Whether Annual & Half Yearly returns have been submitted.
- f) State the names of the dangerous operation carried out as per the schedules annexed to Rule 95 of the Assam Factories Rules.
- g) State whether ESIS is applicable.
- h) If all workers are not covered under the ESIS scheme, whether scheme exist for payment of compensation due to accident. If yes mention the details in brief.
- i) Details of working hours, over time and leave with wages.
- j) Maintenance of register/records etc.
- k) Any incident of accident in between your last and today's inspection?
- l) Whether the violation detected during last inspection have been rectified?

8) For MAH Installations/ Isolated Storages only.

- i) Main activity.
- ii) Assessment of the Safety System.
Is a work permit system available"
For different type of jobs such as-Cable work
 - Hot work
 - Vessel entry
 - Excavation

iii) Safety Policy.

Is a documented Safety Policy available?

iv) Emergency Provisions.

Has the management prepared on-site emergency plan?

Type and frequency of emergency mock drill (on-site).

Has the district authority prepared & approved the off-site emergency plan?

Type & frequency of emergency mock drill (off site).

v) Safety Audit & Safety Reports.

I. Whether safety audit has been conducted by external agency and safety report prepared as required under Rule 10 of the Manufacture, Storage and Import of Hazardous Chemical Rules, 1989?

II. Whether Safety report submitted to the Chief Inspector of Factories?

vi) Specific Information.

a) Availability of Process flow sheet Yes No.

b) P & I diagram available Yes No.

c) Nature of Process (Chemical or Physical)

Endothermic/ Exothermic

Continuous and/or batch process

a) Hazardous chemicals

Name

Nature of hazard

Quantity

1.

2.

3.

4.

5.

e) MSDS Available Yes No.

vii) Safety Equipments

Whether the following systems are provided:

Pressure - relief system.

I. Temperature/pressure/flow sensors.

II. System preventing over flow.

III. Safety Shut Down System.

IV. Alarm system based on functioning of sensors, detection of failure of safety related components, detection of fire/leak etc.

9) Any other observation on Safety, Health and Welfare not included above.

FORM NO. 1**(Prescribed under rule 3A)****APPLICATION FOR PERMISSION TO CONSTRUCT, EXTEND OR TAKE INTO USE ANY BUILDING AS A FACTORY**

1. Details of Occupier			
(a) Name:			
(b) Address (office):			
(c) Address (residential):			
(d) Contact number, if any:			
2. Details of Factory			
(a) Full name:			
(b) Address with pin code:			
(c) District:			
(d) Town or village:			
(e) Nearest Railway Station:			
(f) Nearest Police Station:			
(g) Phone number, if any:			
3. Particulars of plant to be installed and Manufacturing Process			
4. Maximum number of workers		Male	Female
(To be employed)			
5. Details of-			
a. Raw materials			
b. Intermediate Product/ by Product			
c. Final Product			
6. Use of Chemicals in the manufacturing process, if any			
S. No.	Trade Name:	Chemical Name:	Maximum storage at any time:

7. NOTE:

- a. In case of any change in the above information, Department shall be informed in writing within 30 days.
- b. Seal bearing " authorized signatory" shall not be used on any document

Place: _____

Date: _____

Signature of occupier with seal: _____

(Name) _____

CHECKLIST

NOTE: This application shall be accompanied by the following documents:-

1. A flow chart of the manufacturing process supplemented by a brief description of the process in its various stages.
2. Plans, in triplicate, 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-section of 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 plant and machinery, aisles and passage ways.
3. Photo ID and address proof of the occupier.
4. Such other particulars as the Chief Inspector may require.
5. Every page of the Documents submitted along with the Form should be self-attested by the occupier along with date.
6. Any correction made in the Form should be duly signed by the occupier.”

14. Substitution of FORM No. 2—In the principal Rules, for the existing FORM No. 2,(Prescribed under Rule 4, 6, 7 and 8)the following shall be substituted, namely:-

“FORM NO. 2

(Prescribed under rules 4, 6, 7 and 8)

Application for registration and grant of / renewal of license for the year and notice of occupation to be submitted in duplicate

1. Period of License:

1.	YEAR (s) for which license is applied for	From	To
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2. General Information

2a	Full name of the factory
2b	Factory Registration number (if already registered)

3. Address and contact information:

3a.	Full postal address along with pin code and telephone Number of the factory
3b.	Full postal address along with pin code for communications (if differ from above)

4. Nature of manufacturing processes:

4a.	Date of start of production (for registration)
4b.	Manufacturing process carried on in the factory in the last twelve months
4c.	Manufacturing process to be carried on in the factory during the next twelve months
4d.	Details of product (s) manufactured during the last twelve months

5. Workers employed:

5a	Maximum number of workers proposed to be employed during the year	Male	Female	Total
5b	Maximum number of workers employed during the last twelve months on any day			
5c	Number of workers ordinarily employed in the factory			

6. Power installed:

6a	Total rated horse power (installed or to be installed)
6b	Maximum amount of Power (H.P.) proposed to be used

7. Particulars of Factory Manager:

7	Name and address of the person who shall be the Factory Manager (if appointed) of the factory for the purposes of the Act	Name	
		Residential Address	
		Contact No. (if any)	

8. Particulars of Occupier:

8a.	Name and address of the occupier <i>(in case of a private firm.)</i> <i>Attach list of partners with complete details, (in case of partnership firm)</i>	Name	
		Residential Address	
		Contact No. (if any)	
8b.	Name and address of the Director <i>(In case of a private / public limited company.)</i> <i>(attach list of director with details)</i>	Name	
		Residential Address	
		Contact No. (if any)	
8c.	Full name and residential address of the Managing Agent in case where a managing agent is appointed by the Government/ State Government/ Local authority as Occupier	Name	
		Residential Address	
		Contact No. (if any)	

9. Land and Building:

9a.	Full name and address of the owner of the premises or building (including the precincts thereof) (referred to in section 93 of the Act)	Name	
		Residential Address	
		Contact No. (if any)	
9b.	Reference number and date of approval of the plans for site, whether for old or new building and for construction or extension of factory by the State Government/ Chief Inspector		

10. Disposal of wastes and effluents:

10.	Reference number and date of approval of the arrangements, if any made for disposal of trade waste and effluents and the name of the authority granting such approval.	
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11. Fees Details:

11.	Total amount of Fees Paid	Rs	
11a.	In case of payment in treasury (Original Challan to be enclosed)	Name of Bank and Branch	
		Challan Number	
		Date	
11c.	In case of online payment,		

b. Seal bearing "authorized signatory" shall not be used on any document.

Place: _____

Date: _____

Signature of Factory Manager with Seal: _____
(Name)

Signature of Occupier with Seal: _____
(Name)

VERIFICATION

I the above named Occupier do hereby further solemnly affirm that the contents given above are true to the best of my knowledge.

Place: _____

Date: _____

Signature of Occupier

CHECKLIST

NOTE: This application shall be accompanied by the following documents:-

1. This form should be completed in block letters or typed.
2. Every page of the form should be signed by the occupier.
3. If power proposed is not used at the time of filling up this form, but is introduced later, the fact should be communicated to the Chief Inspector of Factories immediately.
4. If any of the persons named against items 7 (a) and 7 (b) is minor, the fact should be clearly stated along with documents.
5. Any correction made in the Form should be duly signed by the Occupier of the Factory Manager.
6. List of documents to be enclosed:
 - i. Latest List of Partners/ Latest list of Directors.
 - ii. In case of change of Directors submit Form No. 32 of the Companies Act, 1956.
 - iii. Partnership deed/Memorandum of Articles of Association.
 - iv. Land ownership documents.
 - v. Rent deed/lease deed.
 - vi. Latest electricity bill for renewal.
 - vii. Photo ID and address proof of the Occupier and the Factory Manager.
7. Every page of the Documents submitted along with the Form should be self-attested by the Occupier or the Factory Manager along with date.”

The Schedule 'A' Annexure-1
 Scale of fees payable for license and Annual Renewal (Rule-5) of license fee all factories
 (other than power generating stations and Electrical Substations).

Total H.P. installed inclusive of mobile equipment	Maximum Number of person to be employed on any day during the year									
	20	50	100	500	1000	2000	5000	Above 5000		
1	2	3	4	5	6	7	8	9	10	
NIL	H.P.	1000	1500	2,000	3,000	5,000	7,000	10,000	15,000	
Up to 50	H.P.	2000	2500	3,000	5,000	10,000	15,000	20,000	25,000	
Above 50 up to 100	H.P.	2500	3000	3,500	7,000	15,000	20,000	25,000	28,000	
Above 100 up to 500	H.P.	3500	5000	7,000	15,000	25,000	28,000	30,000	35,000	
Above 500 up to 1000	H.P.	7000	10,000	15,000	25,000	30,000	35,000	50,000	60,000	
Above 1000 up to 2000	H.P.	10,000	15,000	20,000	28,000	35,000	50,000	60,000	70,000	
Above 2000 up to 5000	H.P.	15,000	20,000	25,000	30,000	50,000	60,000	70,000	80,000	
Above 5000 up to 10000	H.P.	20,000	25,000	28,000	35,000	60,000	70,000	80,000	90,000	
Above 10000	H.P.	25,000	28,000	30,000	50,000	70,000	80,000	90,000	1,00,000	

Schedule - 'B'

Scale of fees payable for license and Annual Renewal of license by Power Governing Stations.

Generating Capacity in Kilowatts.	Scale of fees payable for license and Annual Renewal of license by Power Governing Stations.				
	Up to 100	From 101 to 250	From 251 to 500	Over 500	
Up to 500 Kw	(1) 2700.00	(2) 3600.00	(3) 4500.00	(4) 5400.00	(5) 5400.00
Above 500 Kw & Upto 1000 Kw	5400.00	7500.00	9600.00	12000.00	
Above 1000 Kw & Upto 5000 Kw	13500.00	15000.00	16500.00	18000.00	
Above 5000 & Upto 10,000 Kw	18000.00	19500.00	21000.00	22500.00	
Above 10000 Kw & Upto 20,000 Kw	22500.00	24000.00	25500.00	27000.00	
Above 20000 Kw & Upto 30,000 Kw	28500.00	30000.00	34500.00	33000.00	
Above 30000 Kw & Upto 50,000 Kw	36000.00	37500.00	39000.00	40500.00	
Above 50000 Kw & Upto 75,000 Kw	45000.00	46500.00	48000.00	49500.00	
Above 75000 Kw & Upto 1,00,000Kw	51000.00	52500.00	54000.00	55500.00	
Above 1,00,000 Kw & Upto 2,00,000 Kw	63000.00	64500.00	66000.00	67500.00	
Above 2,00,000 Kw & Upto 4,00,000 Kw	75000.00	74500.00	78000.00	79500.00	
Above 4,00,000 Kw & Upto 10,00,000 Kw	85500.00	87000.00	88500.00	90000.00	
Above 10,00,000 Kw	94500.00	96000.00	97500.00	99000.00	

Schedule - 'C'
Scale of fees payable for license and Annual Renewal of license by
Electrical Substation etc.

Capacity	More than 9 workers	
	1	2
Up to 300 Kw	& 1000 Kw	1500.00
Above 300 Kw	& 5000 Kw	3000.00
Above 500 Kw	& 10,000 Kw	6000.00
Above 1000 Kw	& 20,000 Kw	9000.00
Above 5000 Kw	& 30,000 Kw	15000.00
Above 10000 Kw	& 50,000 Kw	18000.00
Above 20000 Kw	& 75,000 Kw	24000.00
Above 30000 Kw	& 1,00,000 Kw	27000.00
Above 50000 Kw	& 2,00,000 Kw	30000.00
Above 75000 Kw	& 4,00,000 Kw	36000.00
Above 1,00,000 Kw	& 10,00,000 Kw	42000.00
Above 2,00,000 Kw	&	48000.00
Above 4,00,000 Kw	&	54000.00
Above 10,00,000 Kw	&	

K. V. EAPEN,

Addl. Chief Secretary to the Government of Assam,
Labour and Welfare Department.