

Government of Kerala

Department of Factories & Boilers

SAFETY AWARD-2020

Application form

(All Relevant details shall be furnished for the period from 01-01-2020 to 31-12-2020)

Category: -

1.	Name of Applicant	
2.	Full Name and Address of factory (Specify : Proprietor/Co-operative/ Public Limited/Partnership/Government/Quasi Government)	
3.	Register number of the factory.	
4.	Manufacturing process.	
5.	Maximum number of workers employed in the factory(Permanent + Contract + Casual+ Daily Wages)	
6.	Average number of workers employed in the factory(Permanent + Contract + Casual+ Daily Wages)	
7.	Total number of man hours worked (Permanent + Contract + Casual+ Daily Wages)	
8.	Total number of accident free man hours worked (Permanent + Contract + Casual+ Daily Wages)	
9.	Number of fatal accidents.	

10.	Number of persons died	
11.	Number of accidents causing injuries to persons.	
12.	Number of man days lost due to the above accident.	
13.	Total number of persons injured due to the accident.	
14.	Number of dangerous occurrence in the factory (Fire Explosion, Toxic releases etc).	
15.	Whether Fire Fighting facilities available in the factory. Furnish the details.	
16.	Whether First Aid facilities available in the factory. Furnish the details.	
17.	Whether there is system for accident investigation and analysis. Furnish the details.	
18.	Do you have a Health & Safety Policy displayed in the factory? If so, furnish copy of the same.	
19.	Do you have a Safety Work Permit System? if so attach copy of the same	
20.	Is there a safe operating and maintenance procedure adopted in the factory? Furnish the details.	

21.	Do you have a system for giving Occupational Safety & Health training to the workers/Supervisors/Manager in the factory? If so, furnish details of records/registers.	
22.	Mention the activities related to the safety of contract workers.	
23.	Have you conducted Safety Audit in your factory? (If applicable, furnish details).	
24.	Do you have an Onsite emergency plan prepared? (If applicable, furnish details.)	
25.	Do you conduct OSEP Mock drills? If so frequency of Mock drills.	
26.	Whether top management receive reports regarding HSE. Action taken by the management for the implementation of the reports.	
27.	What are the activities designed to promote workers participation in HSE management.	
28.	Whether Safety Committee is constituted and functioning, if applicable give brief description of the activities.	
29.	Whether any safety suggestion scheme/Near Miss Reporting System	

	exists, if so, give details.	
30.	Whether any Safety officer is appointed in the factory as per Government notification. If so, furnish the details with the approval from the Department.	
31.	Percentage of budget spent on activities related to Safety.	
32.	Do you have any Occupational Health Centre/Ambulance Room/Give details.	
33.	Whether any medical officer is appointed in the Factory? (If applicable furnish details stating his/her name, designation, qualification etc.)	
34.	Whether Behavioural Based Safety system is implemented or not.	
35.	Whether Safety Manual is prepared or not.	

Declaration

I do hereby declare that the details furnished above are true to the best of my knowledge and belief.

Place:

Signature of the Applicant

Date:

(Occupier of the Factory)

.....FOR OFFICE USE ONLY.....

Specific Opinion of The Inspector/ Additional Inspector

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Inspector of Factories & Boilers/Additional Inspector of Factories

Verification

The particulars furnished above are verified and found correct. Application may be considered/not considered for the Award 2020.

Place:

Date: **Inspector of Factories & Boilers/Additional Inspector of Factories**

Joint Director of Factories & Boilers

(Counter Signature)

SELECTION

The application will be scrutinized by Safety Award Judging Committee drawn out of Experts in the field of Safety and Health constituted by the Government of Kerala for this purpose. The award winners will be selected by the Safety Award Judging Committee after scrutinizing the application, with verification and inspection to assess performance in the year 2020. The decision of the judging committee will be final.

***There will not be any application fee for Safety Awards.**

***Application form is common for all categories of Awards.**

***Supporting documents, if any should be in hard copy.**

Instruction:

1. Duly filled up application in the prescribed form has to be submitted before the Inspector of Factories and Boilers/ Additional Inspector of Factories under whose jurisdiction the factory is situated, on or before 20 -01-2021.
2. The Joint Director of Factories and Boilers shall collect all the applications in his region and after scrutiny of the application the same shall be forwarded to the Director of Factories & Boilers on or before 25-01-2021 **along with the Performa appended ensuring soft copy (word format) and hard copy.**
3. The Directorate of Factories & Boilers shall forward all the applications to the Award Judging Committee on or before 28-01-2021.
The awards will be distributed on 4th March, 2021.

CATEGORIES

Safety awards are instituted for the following categories:-

Category - I	Very large factories (Employing more than 500 Workers)
Sub Category (1)	Chemical, Petroleum, Petro-chemicals, Rubber, Plastic
Sub Category (2)	Engineering/Automobile Repairing and Servicing, Textiles and Coir
Sub Category (3)	Food and Food products (Cashew, seafood, grain mill products, soft drinks)
Sub Category (4)	Others
Sub Category (5)	Best Safety Worker
Sub Category (6)	Best Safety Guest Worker
Category - II	Large factories (25 I -500 Workers)
Sub Category (1)	Chemical, Petroleum, Petro-chemicals, General Engineering/Automobile Repairing
Sub Category (2)	Food and Food products (Cashew, seafood, grain mill products, soft drinks etc..1
Sub Category (3)	Rubber/Plastic/Coir/Textiles, wood/Plywood, veneer, paper/paper products, printing and publishing.
Sub Category (4)	Others
Sub Category (5)	Best Safety Worker
Sub Category (6)	Best Safety Guest Worker
Category - III	Medium factories (10I -250 Workers)
Sub Category (1)	Chemical, Petroleum, Petro-chemicals, General Engineering/Automobile Repairing and Servicing
Sub Category (2)	Food and Food products (Cashew, seafood, grain mill products, soft drinks etc.)
Sub Category (3)	Rubber/ Plastic/Coir/Textiles, wood/Pl1.wood, veneer, paper/Paper products, printing and publishing.)
Sub Category (4)	Others
Sub Category (5)	Best Safety Worker
Sub Category (6)	Best Safety Guest Worker
Category - IV	Small factories (20- 100 workers)
Sub Category (1)	Engineering Industries, Wood based factories, Cashew Factories and Coir Factories
Sub Category (2)	Chemicals. Petroleum and Petro Chemicals, Rubber
Sub Category (3)	Plastic, Ayurvedic Medicines, stone crushers, Ice Plants
Sub Category (4)	Others
Sub Category (5)	Best Safety Worker
Sub Category (6)	Best Safety Guest Worker
Category - V	Very Small factories (Below 20 workers)
Sub Category (1)	Construction Materials (Bricks, hollow bricks, interlock bricks, tiles, paving tiles, crushing stones and all other construction materials)
Sub Category (2)	Automobile repairing and Servicing, General Engineering, Agricultural implements.
Sub Category (3)	Saw Mills, Timber products

Sub Category (4)	Printing press
Sub Category (5)	Others
Sub Category (6)	Best Safety Worker
Sub Category (7)	Best Safety Guest Worker
INDIVIDUAL AWARDS	
1.	Best Safety Committee
2.	Best Statutory Safety Officer
3.	Best Statutory Welfare Officer
4.	Best Statutory Medical Officer