
Model rules for protection of health and sanitary arrangements for workers employed by Contractors.

1. Application:

These rules shall apply to all building and construction works in charge of IISER-TVM in which twenty or more workers are ordinarily employed or are proposed to be employed on any day during the period during which the contract work is in progress.

2. Definition:

Work place means a place where twenty or more workers are ordinarily employed or are proposed to be employed in connection with construction work on any day during the period during which the contract work is in progress.

3. First Aid Facilities:

- A. At every work place there shall be provided and maintained. So as to easily accessible during working hours, first aid boxes at the rate of not less than one box for 150 Contract Labour or part thereof ordinarily employed.
- B. The first-aid box shall be distinctly marked with a red cross on white background and shall contain the following equipment, namely:
 - a. For work places in which the number of Contract Labour employed does not exceed 50-
Each first-aid box shall contain the following equipments.
 - i. 6 small sterilized dressings.
 - ii. 3 medium size sterilized dressings.
 - iii. 3 large size sterilized dressings.
 - iv. 3 large sterilized burn dressings.
 - v. 1 (30ml) bottle containing a two percent alcoholic solution of iodine.
 - vi. 1 (30ml) bottle containing, solvent having the dose and mode of administration indicated on the label.
 - vii. 1 snake bit lancet.
 - viii. 1 (30 grams) bottle of potassium permanganate crystals
 - ix. 1 pair scissors.
 - x. 1 copy of the first-aid leaf-let issued by the Director General, Factory Advice Service and Labour Institutes, Government of India.
 - xi. 1 bottle containing 100 tablets (each of 5 grams) of aspirin.
 - xii. Ointments for burns.
 - xiii. A bottle of suitable surgical antiseptic solution.

- b. For work places in which the number of Contract Labour exceed 50-
Each first-aid box shall contain the following equipments.
- i. 12 small sterilized dressings.
 - ii. 6 medium size sterilized dressings.
 - iii. 6 large size sterilized dressings.
 - iv. 6 large sterilized burn dressings.
 - v. 6 (15 grams) packets sterilized cotton wool.
 - vi. 1 snake bit lancet.
 - vii. 1 (60ml) bottle containing a two percent alcoholic solution of iodine.
 - viii. 1 (60 ml) bottle containing solvolatile having the dose and mode of administarion indicated on the label.
 - ix. 1 roll of adhesive plaster.
 - x. 1 (30 grams) hottle of potassium permanganate crystals.
 - xi. 1 pair scissors.
 - xii. 1 copy of the first aid leaflet issued by the Director General, Factory Advice Service and Labour Institutes, Government of India.
 - xiii. 1 bottle containing 100 tablets (each of 5 grams) of aspirin.
 - xiv. Ointments for burns.
 - xv. A bottle of suitable surgical antiseptic solution.
- C. Adequate arrangements shall be made for immediate recoupment of the equipment when necessary.
- D. Nothing except the prescribed contents shall be kept in the first-aid box.
- E. The first-aid box shall be kept in charge of a responsible person who shall always be readily available during the working hours at the work place.
- F. A person in charge of the first-aid box shall be person trained in first-aid treatment, in work places where the number of Contract Labour employed is 150 or more.
- G. In work palces where the number of Contract Labour employed is 500 or more and hospital facilities are not available within easy distance of the workers, First-aid posts shall be established and run by a trained compounder. The compounder shall be on duty and shall be available at all hours when the workers are at work.
- H. Where work places are situated in places which are not towns or cities, a suitable motor transport shall be kept readily available to convey injured person or persons suddenly taken ill to the nearest hospital.

4. Drinking Water:

- a. In every work place, there shall be provided and maintained at suitable places, easily accessible to labour, sufficient supply of cold water fit for drinking.

- b. Where drinking water is obtained from an intermittent public water supply each work place shall be provided with storage where such drinking water shall be stored.
- c. Every water supply storage shall be at a distance of not less than 50 feet from any latrine, drain or other source of pollution. Where water has to be drawn from an existing well which is within such proximity of latrine, drain or any other source of pollution, the well shall be properly chlorinated before water is drawn from it for drinking. All such wells shall be entirely closed in and be provided with a trap-door which shall be dust and water proof.
- d. A reliable pump shall be fitted to each covered well, the trap door shall be kept locked and opened only for cleaning or inspection which shall be done atleast once a month.

5. Washing Facilities:

- a. In every work place adequate and suitable facilities for washing shall be provided and maintained for the use of the Contract Labour employed therein.
- b. Separate and adequate cleaning facilities shall be provided for the use of male and female workers.
- c. Such facilities shall be conveniently accessible and shall be kept in clean and hygienic condition.

6. Latrine and Urinals:

- i. Latrines shall be provided in every work place on the following scale, namely
 - i. where females are employed there shall be at least one latrine for every 25 females.
 - ii. Where males are employed, there shall be atleast one latrine for every 25 males.

Provided that where the number of males or females exceeds 100, it shall be sufficient if there is one latrine for 25 males or females, as the case may be upto the first 100, and one for every 50 thereafter.

- ii. Every latrine shall be under cover and so partitioned on as to secure privacy, and shall have a proper door and fastenings.
- iii. Construction of latrines: The inside walls shall be constructed of masonry or some suitable heat-resisting nonabsorbent materials and shall be cement washed inside and outside atleast once a year. Latrines shall not be of a standard lower than borehole system.

- iv.
 - i. Where workers of both sexes are employed, there shall be displayed outside each block of latrine and urinal, a notice in the language understood by the majority of the workers "For Men only" or "For Women only" as the case may be.
 - ii. The notice shall also bear the figure of a man or a woman, as the case may be.
- v. There shall be atleast one urinal for male workers upto 50 and one for female workers upto fifty employed at a time. Provided that where the number of male or female workmen, as the case may be, exceeds 500, it shall be sufficient if there is one urinal for every 50 males or females upto the first 50 and one for every 100 part thereof.
 - i. The latrines and urinals shall be adequately lighted and shall be maintained in clean and sanitary condition at all times.
 - ii. Latrines and urinals other than those connected with a flush sewerage system shall comply with the requirements of the Public Health Authorities.
- vi. Water shall be provided by means of tap or otherwise so as to be conveniently accessible in or near the latrines and urinals.
- vii. Disposal of excreta. Unless otherwise arranged for by the local sanitary authority arrangements for proper disposal of excreta by incineration at the work place shall be made by means of a suitable incinerator. Alternately excreta may be disposed off by putting a layer of night soil at the bottom at a pucca tank prepared for the purpose and covering it with 15cm, layer of waste of refuse and then covering it with a layer of earth for a fortnight (when it will turn into manure).
- viii. The Contractor shall, at his own expense, carryout all instructions issued to him by the Engineer-in-charge to effect proper disposal of night soil and other conservancy work in respect of the Contractor's workmen or employees on the site. The Contractor shall be responsible for payment of any charges which may be levied by Municipal or Cantonment Authority for execution of such work on his behalf.

7. Provision of Shelter during rest:

At every place there shall be provided free of cost, four suitable sheds, two for male and other two for female separately for the use of men and women labour. The height of each shelter shall not be less than 3 meters from the floor level to the lowest part of the roof. These shall be kept clean and space provided shall be on the basis of 0.6 sqm per head.

Provided that the Engineer-in-charge may permit subject to his satisfaction, a portion of the building under construction or other alternative accommodation to be used for the purpose.

8. Creches:

- a. At every work place, at which 20 or more women workers are ordinarily employed, there shall be provided two rooms of reasonable dimensions for the use of their children under the age of six years. One room shall be used as a play room for the children and the other as the bedroom. The rooms shall be constructed on standard not lower than the following:
 - i. thatched roof
 - ii. Mud floors and walls
 - iii. Planks spread over the mud floor and covered with matting.
- b. The room shall be provided with suitable and sufficient opening for light and ventilation. There shall be adequate provision of sweepers to keep the places clean.
- c. The Contractor shall supply adequate number of toys and games in the play room and sufficient number of cots and beddings in the bed room.
- d. The Contractor shall provide one "aaya" to look after the Children in the creche when the number of women workers not exceed 50 and two "aayas" when the number of women workers exceed 50.
- e. The use of the rooms ear marked as crèches shall be restricted to children, their attendant and mothers of the children.

9. Canteens:

- a. In every work place where the work regarding the employment of Contract Labour is likely to continue for six months and wherein contract labour numbering one hundred or more are ordinarily employed, an adequate canteen shall be provided by the Contractor for the use of such contract labourers.
- b. The canteen shall be maintained by the Contractor in an efficient manner.
- c. The canteen shall consist of atleast a dining hall, kitchen, store room, pantry and washing places separately for workers and utensils.
- d. The canteen shall be sufficiently lighted at all times when any person has access to it.
- e. The floor shall be made for smooth and impervious material and inside walls shall be lime-washed or color washed atleast once in each year.

- Provided that the inside walls of the kitchen shall be lime-washed every four months.
- f. The premises of the canteen shall be maintained in a clean and sanitary condition.
 - g. Waste water shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause nuisance.
 - h. Suitable arrangements shall be made for the collection and disposal of garbage.
 - i. The dining hall shall accommodate at a time 30 percent of the Contract Labour working at a time.
 - j. The floor area of the dining hall, excluding the area occupied by the service counter and any furniture except tables and chairs shall not be less than one square meter per diner to accommodate as prescribed in sub-rule 9.
 - k.
 - i. A portion of the dining hall, and service counter shall be partitioned off and reserved for women workers, in proportion of their number.
 - ii. Washing place for women shall be separate and screen to secure privacy.
 - l. Sufficient tables, stools, chairs or benches shall be available for the number of diners to be accommodated as prescribed in sub-rules 9.
 - m.
 - i.
 - 1. There shall be provided and maintained sufficient utensils, crockery, furniture and any other equipments necessary for the efficient running of the canteen.
 - 2. The furniture, utensils and other equipments shall be maintained in a clean and hygienic condition.
 - ii.
 - 1. Suitable clean clothes for the employees serving in the canteen shall be provided and maintained.
 - 2. A service counter, if provided, shall have top with smooth and impervious material.
 - 3. Suitable facilities including an adequate supply of hot water shall be provided for the cleaning of utensils and equipment.

- n. The food stuffs and other items to be served in the canteen shall be in conformity with the normal habits of the Contract Labour.
- o. The charges of food stuffs, beverages and any other items served in the canteen shall be based on No profit, No loss and shall be conspicuously displayed in the canteen.
- p. In arriving at the price of food stuffs, and other articles served in the canteen the following items shall not be taken into consideration as expenditure, namely.
 - i. The rent of land and buildings.
 - ii. The depreciatin and maintenance charges for the building and equipments provided for the canteen.
 - iii. The cost of purchase, repairs and replacement of equipments including, furniture, crockery, cutlery and utensils.
 - iv. The water charges and other charges incurred for lighting and ventilation.
 - v. The interest and amounts spent on the provision and maintenance and equipments provided for the canteen.
- q. The accounts pertaining to the canteen shall be audited once every 12 months by registered accounts and auditors.

10. Anti Malarial Precautions:

The Contractor shall at his own expense, conform to all anti-malarial instructions given to him by the Engineer-in-charge including the filling up of any burrow pits which may have been dug by him.

11. Amendments:

Government may from time to time, add to or amend these rules and such directions as it may consider necessary for the purpose of removing any difficulty which may arise the administration thereof.