

No. DFB IV(B)(d) 1/19 1217 /Dt.

2/2/2019

To

The Occupier / Manager,

Sub:- State Safety Award for the performance year 2018 (01.01.2018 to 31.12.2018).

Sir,

You are aware that, the State Safety Award Scheme is in operation in our state since 1978 in which various trophies and merit certificates are being awarded to factories and individuals for their outstanding performance in the field of Industrial Safety and Occupational Health. In order to recognize more number of factories, the scheme has been re-categorized as follows.

CATEGORY

- A) Factories having working manhours from 20,000 to 1lakh
B) Factories having working manhours above 1 lakh & up to 5 lakh
C) Factories having working manhours above 5 lakh & up to 10 lakh
D) Factories having working manhours above 10 lakh & upto 25 lakh
E) Factories having working manhours above 25 lakh

During the year 2018, all total 30 nos. of prizes shall be awarded which are mentioned below.

1. Lowest Weighted Frequency Rate of Accidents – 5 prizes (@1 prize for each category)
2. Longest Accident Free Period - 5 Prizes (@ 1 prize for each category)
3. Lowest Severity Rate of Accident – 5 Prizes (@1 prize for each category)
4. Best Surakhita Shramika Bandhu – 10 Prizes (@ 1 prize for Regular Worker & 1 prize for contractor worker from each category)
5. Best Safety Buddy – 2 Prizes (@ 1 prize for factories having working manhour up to 25 lakh and 1 prize for above 25 lakh)

P.T.O

P/e today
2/2/19

6. Best Safety Aaina - 2 Prizes (@ 1 prize for factories having working manhour up to 25 lakh and 1 prize for above 25 lakh)
7. Best Safety Officer – 1 Prize (irrespective of manhours worked)

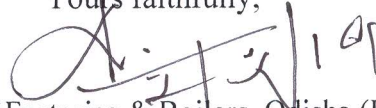
To participate in the above award schemes, you are advised to apply to the Director of Factories & Boilers, Odisha, Bhubaneswar in the enclosed Application Form separately against each category, duly filled in and signed by Occupier / Manager under Factories Act, 1948, so as to reach this office on or before 15th February, 2019. You may download the Application Form from the website www.dfbodisha.gov.in and also apply through E-mail factblrs.orissa@yahoo.com.

A copy of such application may also be sent to the Zonal Asst. Director of Factories & Boilers.

In case of any difficulty or guidance in the matter, the Zonal Asst. Director of Factories & Boilers / Divisional Dy. Directors of Factories & Boilers / Dy. Director of Factories & Boilers (Safety) may be contacted.

Encl: As above

Yours faithfully,

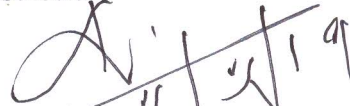


Director of Factories & Boilers, Odisha (I/c) &
Chairman, State Safety Award Committee

By E-mail also

Memo No. 1218 (31) /Dt. 2/2/2019

Copy along with a copy of application format forwarded to all Asst. Directors of Factories & Boilers, in-charge of Zones / all Dy. Directors of Factories & Boilers, In-charge of Divisions / All Hqrs. Officers for information and necessary action. The photocopy of the letter may also be displayed in the Notice Board for wide publicity. They are requested to pursue the matter at their level to ensure maximum participation at least 10 delegates from their respective areas / jurisdiction.

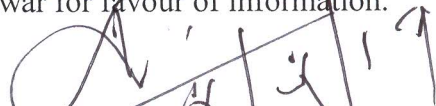


Director of Factories & Boilers, Odisha (I/c) &
Chairman, State Safety Award Committee

By E-mail also

Memo No. 1219 /Dt. 2/2/2019

Copy along with a copy of the application format forwarded to Special Secretary to Govt., Labour & ESI Department, Bhubaneswar for favour of information.



Director of Factories & Boilers, Odisha (I/c) &
Chairman, State Safety Award Committee

APPLICATION FORM FOR STATE SAFETY AWARD

Performance year 2018
(01.01.2018 to 31.12.2018)

General Information (Common for all categories of Awards)

(A) Select Category : [Refer Note]

(Please tick (✓) which is / are applicable & put (x) which are not applicable).

Category				
A	B	C	D	E

Note : Category (5 nos.) –

- A) Factories having working manhours from 20,000 to 1lakh
- B) Factories having working manhours above 1 lakh & up to 5 lakh
- C) Factories having working manhours above 5 lakh & up to 10 lakh
- D) Factories having working manhours above 10 lakh & upto 25 lakh
- E) Factories having working manhours above 25 lakh

(B) Select Scheme (s) :

(Please tick (✓) which is / are applicable & put (x) which are not applicable).

1.	Lowest Weighted Frequency Rate of Accidents		Form No.1 needs to be filled in
2.	Longest Accident Free Period		
3.	Lowest Severity Rate of Accident		
4.	Best Surakhita Shramika Bandhu		Form No.2 needs to be filled in
5.	Best Safety Buddy		Form No.3 needs to be filled in
6.	Best Safety Aaina		Form No.4 needs to be filled in
7.	Best Safety Officer		Form No.5 needs to be filled in

1. Name of the Factory :
Address :

Telephone Number / Fax No. :

Mobile No. / Website / E-mail ID etc. :
2. (a) Registration Number under Factories Act, 1948 :
(b) Validity of factory licence up to the year :
(c) Licenced manpower :
3. Name of the Occupier & Manager of the factory :
under the factories Act, 1948
4. Manufacturing process of the factory :

5. Actual number of workers employed in the factory.

- (a) Regular Workers :
- (b) Casual / Contractor workers :
- (c) Total workers :
- (d) Actual no. of days worked in the year :

6. Prosecution / if any filed under the provisions of Factories Act, 1948, Boiler Act, 1923 & Rules made thereunder during the year. :

7. Safety & Health Policy : Available –
Not-available –
(if available attach a copy)

8. Safety Officers : Nos. Required –
Nos. Deployed –
Nos. Accepted by DF&B(O) -

9. SOP / SMP : Available –
Not-available –
(List be furnished)

10. On Site Emergency Plan : Prepared / Not prepared –
Submitted / Not submitted –
Approved / Not-approved by DF&B(O) -

11. Safety Committee :- Constituted / Not-constituted –
No. of meetings conducted –
No. of minutes circulated –
Status of compliance -

12. Training imparted :

Sl. No.	Topic	Date & Duration	No. of participants	Remarks

NB: Whether 100% employees (both regular & contractor) imparted training = Yes / No.
If No % of employees imparted training =

13. Health Check up :

Sl. No.	Date	No. of employees medically examined	No. of cases in which special tests if any, carried out	Remark (Whether 100% employees medically examined)

NB: Whether 100% workers (both regular & contractor) medically examined = Yes / No.
If No % of workers medically examined =

14. Safety Audit : Yes / No
(Whether required under Orissa Control of (Major Accident Hazard)Rules, 2001 If yes, whether carried out.

Carried out		% of compliance to the observations	
Internal	External	Internal	External

15. Mock Drills

: Conducted / Non-conducted (Yes/No) –
DCG members witnessed (Yes/No) –
Report of mock drill prepared & submitted to
DF&B(O) (Yes/No) -

N.B: The applicants are required to fill up the portion(s) for which they desire to participate in the concerned awards.

Place:
Date:

Signature of the Occupier / Manager
with seal

FORM - 1

B. Application for –

- 1. Lowest Weighted Frequency Rate of Accidents
- 2. Longest Accident Free Period
- 3. Lowest Severity Rate of Accident

NB: Please put tick (✓) mark in the box for the scheme applied.

1. **Lowest Weighted Frequency Rate of Accidents** =
$$\frac{10,000 \times (\text{no. of non fatal accidents} + 30 \times \text{no. of fatal accident})}{\text{Total no. of man-hours actually worked}}$$

2. **Longest Accident Free Period** =
Man-hours from to

NB: The Longest Accident Free Period shall be calculated in terms of longest no. of man-hours worked subject to minimum of 20000 man-hours without a single fatal or non-fatal accident during the period under consideration.

3. **Lowest Severity Rate of Accident** =
$$\frac{1 \text{ Lac} \times \text{manhours lost due to accident}}{\text{Manhours worked}}$$

4. Accident during the year
- (a) No. of Fatal Accidents :
 - (b) No. of Non-fatal accidents :
 - (c) No. of dangerous occurrences :
- (Type : Fire / Explosion / Collapse of structure/
Gas leakage etc.)
- (d) Total Manhours lost due to non-fatal accidents :

5. Manhours worked (No. of workers employed x no. of days worked in the year x 8 hrs.)
- a) Regular workers :
 - b) Casual / Contract workers :
 - c) Over time manhours :
 - Total manhours worked (a+b+c) :

Place:
Date:

Signature of the Occupier / Manager
with seal

FORM - 2

APPLICATION FOR SURAKHITA SHRAMIKA BANDHU
(10 prizes : 1 each for regular & contractor worker from all 5 categories)

1. Details of the worker :
2. Name in full :
- Designation :
- Age :
- Educational Qualification :
- Experience :
3. Name of the factory where the nominated worker employed :
4. If any specific course / certificate on industrial safety undergone by the worker (Photocopy of the certificate be furnished) :
5. Whether a member of Safety Committee, if yes, no. of meetings attended / no. of suggestions given :
6. Member of Safety Stewart (if yes) enclose photocopy of his certificate :
7. Whether met with any accident i.e., minor or major in nature during his course of employment :
8. New ideas given to management to improve safety standard at site during his work period :
9. Whether nominated earlier for such award, if yes, whether awarded / not awarded :

Place:
Date:

Signature of the Occupier / Manager
with seal

FORM - 3

APPLICATION FOR BEST SAFETY BUDDY

(2 prizes : 1 each for factories having working manhours up to 25 lakhs & above 25 lakhs)

1. Name & address of the factory :
2. Date of formation of Safety Buddy :
3. Details of the nearby factories adopted for the purpose : Name Date of adoption
4. Whether Annual Calendar programme prepared, if yes, furnish a copy. :
5. Details of activities conducted
 - a) Coordination meetings (if any) :
 - b) Training programme (if any) :
 - c) Field visits (if any) :
 - d) Any other information (attach supporting documents) :

Place:
Date:

Signature of the Occupier / Manager
with seal

FORM - 4

APPLICATION FOR BEST SAFETY AAINA

(2 prizes : 1 each for factories having working manhours up to 25 lakhs & above 25 lakhs)

1. Name & address of the factory :
2. Date of setting up Aaina :
3. Location :
4. Photographs of the Aaina with caption :
5. No. of workers visited Aaina (attach supporting documents) :
 - Inside the factory :
 - Outside the factory :

Place:
Date:

Signature of the Occupier / Manager
with seal

FORM - 5

APPLICATION FOR BEST SAFETY OFFICER

(1 prize : irrespective of manhours worked)

1. Name of the Safety Officer :
2. Age :
3. Educational Qualification along with photocopies of certificates :

	B.Sc	Diploma	Engineering	PG Dip. in Industrial Safety
Year				
Institute				

4. Experience if any, attach photocopy :
5. No. of Safety planning made (attach supporting documents) :
6. No. of job safety studies carried out (attach supporting documents) :
7. No. of job safety study report evaluated by the subordinate officers :
8. Specific role for purchase of PPE (attach supporting documents) :
9. No. of plant safety inspections carried out and compliance ensured (furnish a sample copy) :
10. No. of fatal accident, occupational disease cases investigated :
11. No. of Safety Committee meetings convened :
12. No. of campaign / competition / contest / activities organized :
13. No. of training programmes conducted :

Place :
Date:

Signature of the Safety Officer