

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
LABOUR DEPARTMENT
OFFICE OF LABOUR COMMISSIONER
5, SHAM NATH MARG, DELHI-110054

F.No.27(11)/CIF/Lab/98/ 1752 - 1762

Dated:- 10/06/16

ORDER

Consequent upon re-joining of Sh. S. P. Rana, Dy. Director (ISH) and joining of Dr. Jitender Mann, Asst. Director (ISH-Medical), the following re-distribution of work among the Asst. Directors (ISH) and Dy. Directors (ISH) is ordered with immediate effect in the Directorate of Industrial Safety & Health. This order shall supersede all earlier orders in this regard.

1. Work distribution amongst Dy. Directors (ISH)

S. No.	Name of the Dy. CIF	Districts placed under control and supervision	Other assignment
1.	Sh. J. N. Jain	South West East North East	To assist the Director (ISH) in the matters relating to: - 1. Enforcement of Acts and Rules assigned to the Directorate. 2. Renewal and grant of licences and approval of factory building plans for the districts. 3. MAH factories/Distt. Crisis/Local Crisis Groups. 4. Functioning of Medical Labs. 5. Amendment of Delhi Factories Rule, 1950 and issue of Notifications. 6. Monthly/ Quarterly reports of the Directorate and FAS Reports. 7. Work related to Safety Awards. 8. Supervision of the working of the District office. 9. Parvi officer for court cases contested at High Court and Supreme Court of his districts and any other work assigned from time to time.
2.	Sh. S. Pandiarajan	West Central	To assist the Director (ISH) in the matters relating to: - 1. Lok Sabha/Rajaya Sabha/Vidhan Sabha Questions. 2. Enforcement of Acts and Rules assigned to the Directorate 3. Renewal and grant of licences and approval of factory building plans for the districts. 4. Supervision of the working of the District office.

			5. Parvi officer for court cases contested at High Court and Supreme Court of his districts and any other work assigned from time to time.
3.	Sh. S. P. Rana	North West North	<p>To assist the Director (ISH) in the matters relating to:</p> <ul style="list-style-type: none"> 1. Work relating to Reply of queries under the RTI Act, 2005 and preparation of records/manuals under the said Act, 2. Enforcement of Acts and Rules assigned to the Directorate. 3. Renewal and grant of licenses and approval of factory building plans for the districts. 4. Supervision of the working of the District office. 5. Issuance of Competency Certificates. 6. Work related to e-biz project, e-SLA project, ease of doing business project, Shram Suvidha Portal and other computerization work of the Directorate. 7. Parvi officer for court cases contested at High Court and Supreme Court of his districts and any other work assigned from time to time.
4.	Sh. P. K. Goswami	South New Delhi	<p>To assist the Director (ISH) in the matters relating to:</p> <ul style="list-style-type: none"> 1. Administrative work of the Directorate at HQ. 2. Enforcement of Acts and Rules assigned to the Directorate. 3. Renewal and grant of licenses and approval of factory building plans for the districts. 4. Supervision of the working of the District office. 5. Correspondence with Ministry of Labour and DGFASLI/ RLI's etc. 6. Computerization of records and other work of the Directorate. 7. Functioning of Industrial Hygiene laboratory and Chemical Inspector of factories. 8. Parvi officer for court cases contested at High Court and Supreme Court of his districts and any other work assigned from time to time.

2. Work distribution amongst Asst. Directors (ISH)

S.No	Name of Asst. Director (ISH)	Districts under control for enforcement of the Acts, and Rules assigned to the Directorate.	District Office of the Asst. Director (ISH)	Supervisory officer
1.	Sh. Pinkesh Kumar	North & North-West	Labour Office (Nimdi Colony)	Sh. S. P. Rana
2.	Sh. Deepash Bansal	South (Except Okhla Phase II) & New Delhi	Labour Office (Pushpa Bhavan)	Sh. P. K. Goswami
3.	Sh. R. B. Singh	South West	Labour Office (Hari Nagar)	Sh. J. N. Jain
4.	Sh. Kausik Sadhukhan	East & North East and South (Okhla Phase II)	Labour Office (Jhilmil colony)	Sh. J. N. Jain & Sh. P. K. Goswami for Okhla Ph II
5.	Sh. S. R. Rudra	West & Central	Labour Office (Karampura)	Sh. S. Pandiarajan
6.	Dr. Jitender Mann	All Districts	Head Quarter	R. N. Dahiya

3. Duties and Functions of Asst. Directors (ISH): -

Enforcement of all the provisions of the following legislations: -

- The Factories Act, 1948 and Rules made there under.
- The Manufacture, storage and Import of Hazardous Chemical Rules, 1989 under the Environment Protection Act, 1986.
- The Chemical Accidents (emergency Planning Preparedness & Response) Rules, 1996 under the Environment Protection Act, 1986.

The Asst. Directors (ISH) shall be responsible apart from above for the following:

- Investigation of all Complaints/Accidents and Dangerous occurrences brought to the notice of this Directorate.
- Preparation and up keeping of the list of registered factories as well as list of factories involving hazardous process/dangerous operations in the district(s).
- Any other work assigned from time to time.
- Periodical inspections of all MAH/Hazardous Process/Dangerous process factories on priority including follow up action against the defaulters.

4. Duties and functions of Asst. Director (ISH-Medical)-cum- Certifying Surgeon: -

- Carrying out of the Medical Examination of the workers engaged in hazardous/dangerous process factories, as per the provisions of the Factories Act, 1948 and Rules made there under and enforcement of the provisions relating to occupational health of the workers, as required under the provisions of the said Act/Rules and discharge of the functions of the "Certifying Surgeon" and "Inspector" as assigned in the aforesaid Act and Rules.
- Investigation of complaints and cases of occupational diseases.

- (iii) Work relating to functioning and supervision of the Occupational Health Laboratory and Staff posted for purpose.
- (iv) Computerization of the records of Inspections/Medical Examinations and realization of examination fee of the workers.
- (v) Maintenance of the lists of the hazardous/dangerous operation factories and their computerization.
- (vi) Any other works assigned from time to time.

5. All Dy. Directors (ISH), Asst. Directors (ISH) & Asst. Director (ISH) (Medical)-cum-Certifying Surgeon shall be officially subordinate to the Director (ISH).

6. The Director (ISH) will be the over all in charge of the Directorate and will be officially subordinate to the Labour Commissioner.

This order issues with the approval of Secretary-cum-Commissioner (Labour) and shall come into force with immediate effect.



(Nitika Sharma)

Dy. Labour Commissioner (Admn./HOO)

No.F.27(11)/CIF/Lab/98

Dated:-

Copy to:-

1. P.A. to Secretary-cum-Commissioner (Labour)
2. Addl. Labour Commissioner (I)
3. Addl. Labour Commissioner (II)
4. Director (ISH)
5. All Joint Labour commissioner/Dy. Labour Commissioner.
6. All Dy. Directors (ISH)
7. All Asst. Directors (ISH).
8. Assistant Director (P&S).
9. System Analyst (Labour Department) – with the request to upload this order on the website of Labour Department
10. Administration Branch.
11. Librarian.
12. Guard File.