

Facilitator Guidebook

Basics of Safety & Health Requirement of BOCW Act 1996

Sector:- Construction

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Acknowledgments

The Facilitator Guidebook for **Basics of Safety and Health Requirements of BOCW Act 1996 , SSD/M0104**, developed by the **Safety Skill Development Foundation (SSDF)**, reflects our commitment to industry requirement for the job role, best practices in the profession, quality training requirement, regulatory compliances, workplace safety, health and sustainable practices. This guide is enriched with insights from **Subject Matter Experts (SMEs), trainers, and industry professionals**, ensuring its relevance to real-world applications.

We extend our special thanks to **CORE-EHS Solutions Pvt Ltd** for their invaluable expertise and support in developing course materials, significantly enhancing the safety and quality aspects of this guide.

Our gratitude also goes to trainers, assessors, industry experts, government bodies, and sector skill councils for their contributions toward advancing occupational safety across industries, including Hydrocarbon, Iron & Steel, Mining, Power, Automotive, Construction, Chemicals & Petrochemicals, and more.

The qualification is aligned with **NSQF** and this guide supports the **Skill India** initiative and is dedicated to trainers committed to excellence in skill development. SSDF welcomes feedback for continuous improvement.

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About this Guide Book

The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 (BOCW Act) was enacted with the aim of safeguarding the rights, safety, and welfare of the construction workers. As the construction sector is a high-risk sector, the Act emphasizes occupational safety, health standards, and welfare for ensuring a safe working environment for the construction worker.

This micro-credential is an elementary reference document on learning regarding the safety and health norms according to the BOCW Act, 1996. This document empowers workers, supervisors, safety practitioners, and employers with essential data to enhance work site safety, respect the law, and reduce dangers in the construction work sites.

Knowledge and Understanding: Operational learning and safety measures related BOCW ACT 1996.

Performance Criteria: Acquiring the necessary skills through hands-on training and performing required tasks within specified standards.

Professional Skills: Developing the ability to understand and implement BOCW ACT 1996 .

The role of the trainer also includes assessing comprehension and facilitating hands-on learning to ensure that trainees follow the knowledge imparted and adhere to the time allocated for each unit. Regardless of the region, it is expected that trainees will receive knowledge on all essential aspects of plaster masonry.

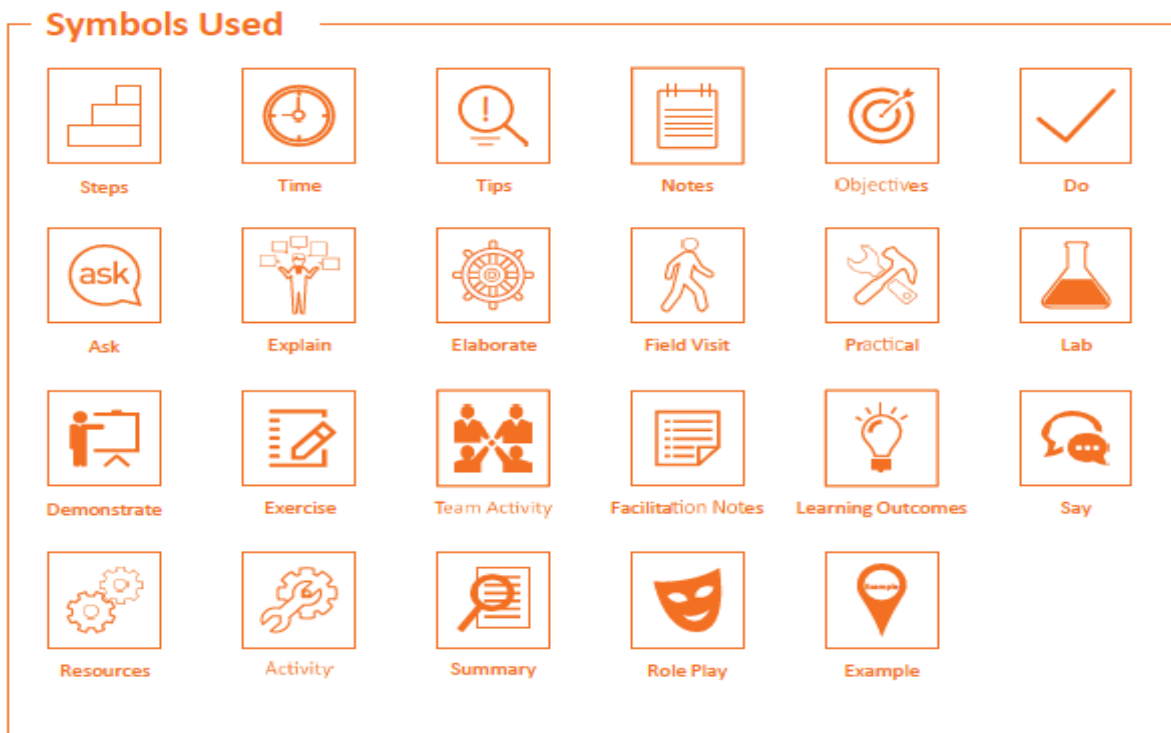
This Facilitator Guide is designed based on the Qualification File under the National Skill Qualification Framework (NSQF) and comprises the following topics:

Basics of Safety & Health Requirements under the BOCW Act, 1996 which contain following sub topics

1. Identifying Workplace Hazards and Risks
2. Safety Measures and Compliance under the BOCW Act
3. Worker Welfare Schemes and Registration Process
4. Government Agencies and Regulatory Compliance
5. Accident Reporting, Investigation, and Analysis

The **Basics of Safety & Health Requirements under the BOCW Act, 1996** micro-credential equips trainers, safety officers, and construction professionals with **the knowledge and skills required to ensure worker safety, regulatory compliance, and a risk-free work environment**. By mastering these core principles, professionals can contribute to the **prevention of workplace accidents and improve overall construction site safety**.

Symbols Used



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1. Unit 1 Introduction

1.1. Key Learning Outcomes

At the end of this module, the trainees will be able to:

- Describe about Construction sector/ Construction Activity/Expansion Activity.

1.2. Unit 1.1: Overview of the Industry

1.2.1. Unit Objectives

At the end of this unit, students will be able to:

1. Describe about the **Construction sector/ Construction Activity/Expansion Activity** in India

1.2.2. Resources to be used

- Available objects such as Projection screen, whiteboard, projection screen, laptop, speaker, notebook, pen, participant handbook, etc
- Flip chart
- Attendance sheet
- Activities (role plays and games)

1.2.3. Ask

- Ask the participants to share their expectations from the program
- What do you understand about the Construction sector/ Construction Activity/Expansion Activity?
- Do you know BOCW ACT 1996?
- What is the 'Make-in-India' initiative?

1.2.4. Do

- Introduce yourself to the participants.
- Give an overview of the program to the participants - duration of the program, objective etc.
- Give an overview of the Construction sector/ Construction Activity/Expansion Activity in India.

1.2.5. Explain

- Describe Construction sector/ Construction Activity/Expansion Activity in India
- Describe about BOCW ACT
- Describe about Market Segments of the Construction Industry

1.2.6. Tips

- Go slow with information flow with participants.
- Observe each participant's body language.
- Keep a positive and supportive approach towards the candidates

1.2.7. Activity: Team Spot

- Separate the class in 2 different teams.
- Each team will be assigned with Construction sector topics
- Ask them to present the given topics team after team, and state examples individually to explain

1.2.8. Notes for Facilitation

- Revise the important points discussed in this unit.
- Clear the doubts of the students, if any. Encourage them to ask questions.
- Discuss the question with the class and answer their queries satisfactorily.
- Help participants identify how to apply the skills taught in the course to their work
- Praise participants and the group on improving their performance and developing new skills.
- Encourage participants to move through the initial difficulties of learning new skills, by focusing on steps in their progress and the importance of what they are learning to do.

1.2.9. Summary

India's construction sector is a major economic development driver that contributes considerably to the construction of infrastructure, employment, and urbanization growth. The sector involves multi-dimensional activities such as the construction of residential, commercial, and industrial buildings, roads, bridges, and other mega infrastructural projects. The sector has witnessed robust growth with

growing urbanization, the government's Smart Cities Mission, PMAY (Pradhan Mantri Awas Yojana), and highway expansion plans.

With this growth, the safety and welfare of the workers have also become an issue. The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 (BOCW Act) has been brought in to protect the construction workers from hazardous working conditions. Registration of workers, safety standards, welfare facilities, medical benefits, and financial security through welfare boards are mandated by it. The Act also enacts safety measures, accident prevention methods, and social security benefits including insurance, pension, and maternity benefits for workers.

With the adoption of the BOCW Act, the government aims to improve working conditions, reduce workplace hazards, and provide essential welfare support to millions of workers in the expanding construction sector.

1.2.10. Exercise

1. Which sector is one of the largest contributors to India's GDP and employment?
 - a) IT Sector
 - b) Textile Industry
 - c) Construction Sector
 - d) Agriculture Sector
2. The BOCW Act, 1996 was enacted to regulate the employment and conditions of which workers?
 - a) IT Professionals
 - b) Agricultural Laborers
 - c) Construction Workers
 - d) Manufacturing Workers
3. Which government initiative promotes infrastructure development in urban areas?
 - a) Digital India
 - b) Smart Cities Mission
 - c) Make in India
 - d) Atmanirbhar Bharat
4. What is the primary objective of the BOCW Act, 1996?
 - a) To regulate wages of factory workers
 - b) To ensure safety, welfare, and health benefits for construction workers
 - c) To promote foreign investment in construction
 - d) To regulate real estate prices

2. Unit 2 Basics of Safety & Health Requirements under the BOCW Act, 1996

2.1. Key Learning Outcomes

At the end of this module, the trainees will be able to:

1. Understand the requirements as per BOCW Act 1996.
2. Outlines safety measures that need to be implemented at construction sites to ensure the well-being of workers as per the Act.
3. Understand compliance requirements with environmental needs as per the Act.
4. Understand welfare measures and other working conditions as per the Act.
5. Comply with requirements of engagements of workers, license requirements and appropriate authority as per the Act.

2.2. Unit 2.1: Hazard Identification and Risk Prevention

2.2.1. Unit Objectives

At the end of this unit, students will be able to:

- To identify safety and health hazards for workers and employees at construction sites
- To identify and describe various risks and hazards, including fire hazards, and relevant safety laws

- To understand importance of accident prevention and maintaining a safe work environment.

2.2.2. Resources

- Whiteboard, erasable marker, board cleaner, projection screen, laptop, speaker, notebook, pen, participant handbook, etc
- Flip chart
- Participant Manual
- Projection screen and PowerPoint presentations.
- Activities (role plays)

2.2.3. Say

- Describe about how to identify safety and health hazards for workers and employees at construction site
- Describe about how to identify various risks and hazards, including fire hazards, and relevant safety laws
- Describe about importance of accident prevention and maintaining a safe work environment

2.2.4. Explain

- Describe about how to identify safety and health hazards for workers and employees at construction site
- Describe about how to identify various risks and hazards, including fire hazards, and relevant safety laws
- Describe about importance of accident prevention and maintaining a safe work environment

2.2.5. Activity

Identifying Hazards

Divide trainees into small groups (3-5 members per group).

Show each group an image of a construction site (printed or projected).

Trainees identify hazards in the image and write them down.

Using color-coded flashcards, each group rates the risk level (Red, Yellow, or Green).

Risk Prevention Planning

Each group suggests preventive measures for the hazards they identified.

They refer to the BOCW Act for specific safety guidelines.

Groups present their findings to the class.

2.2.6. Notes for Facilitation

- Summarize the important points and terms explained in the session.
- Ask participants if they have any doubts. Encourage them to ask questions.
- Answer questions, as needed, providing concrete and brief answers.
- Tell participants to complete the questions at the end of the unit.
- Ensure that every participant answers all the questions.

2.2.7. Summary

The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 (BOCW Act) is instrumental in protecting the health, safety, and well-being of construction workers. As there are many risks on construction sites in the form of heavy equipment, working on heights, harmful substances, and strenuous physical work, hazard identification and risk prevention are the mandatory requirements according to the Act.

Key Features of Hazard Identification and Prevention of Risks

1. Risk Assessments and Workplace Inspections

The Act mandates periodic inspections of workplaces to determine possible hazards that may lead to injuries or death. Risk assessments assist in assessing:

Structural risks (collapse of scaffolding, poor support structures).

Mechanical risks (defective machinery, unsafe equipment).

Electrical hazards (exposed cables, electrocution risk).

Fire hazards (flammable substances, lack of fire safety precautions).

Health risks (exposure to dust, noise pollution, and toxic chemicals).

These tests prevent accidents by providing early detection and mitigation of risks.

2. Typical Construction Hazards

Construction workers are exposed to numerous hazards that need to be addressed in order to ensure workplace safety. Some of the most typical risks are:

Falling objects – Tools, materials, or debris falling from heights.

Scaffolding failures – Inadequately constructed or unstable scaffolds causing worker falls.

Electrical risks – Live wires, faulty circuits, and improper grounding.

Unsafe machinery – Defective cranes, drills, or equipment.

Manual handling injuries – Lifting heavy objects using improper techniques.

Slip, trip, and fall risks – Uneven grounds, slippery floors, or blocked walkways.

By recognizing these hazards, precautions can be adopted to minimize workplace accidents.

3. Safety Procedures and Employer's Role

Employers and contractors are required under the BOCW Act to be responsible for maintaining a safe working environment. Some of the key safety measures are:

Supplying Personal Protective Equipment (PPE) – Safety helmets, gloves, safety harnesses, masks, and eye protection.

Organizing safety training programs – Informing employees about hazard identification, emergency procedures, and safe working practices.

Fitting proper safety signs and warning – Marking dangerous areas.

Providing first-aid facilities – Prompt medical care in the event of an injury.

Instituting emergency procedures – Fire drill training, evacuation procedure, and accident response procedures.

These steps ensure that the risks of construction work are reduced to the minimum level so that workers work in a safe environment.

4. Significance of Continuous Risk Assessment and Adherence

The BOCW Act emphasizes the importance of continuous risk assessment and adherence to safety standards for the safety of workers. The employers are required to:

Perform periodic safety inspections to ensure regulatory compliance.

Organize safety committees to discuss and enhance workplace safety procedures.

Keep records of occupational incidents in order to determine trends and avoid further accidents.

Comply with national and international safety standards related to construction work.

2.2.8. Exercise

1. According to the BOCW Act, which of the following is required to be provided by the employer to reduce workplace hazards?

- Health insurance only
- Personal Protective Equipment (PPE)
- Salary increments
- Free housing

2. Under the BOCW Act, regular risk assessments and safety inspections are mandatory to identify:

- Employee performance
- Workplace hazards
- Government compliance only
- Material costs

3. Which of the following is a preventive measure required under the BOCW Act?

- Only providing safety equipment when requested
- Conducting safety training and ensuring proper PPE usage
- Ignoring minor risks if the project is on schedule
- Limiting inspections to once a year

4. Scaffolding failures and electrical risks are considered common hazards on construction sites. (T/F)

5. _____ is essential to identify potential hazards in the workplace and implement safety measures to minimize risks.

6. Regular _____ are necessary to ensure compliance with the safety standards outlined by the BOCW Act.

2.3. Unit 2.2 Safety Measures and Compliance under the BOCW Act

2.3.1. Unit Objectives

At the end of this unit, students will be able to:

- Understand about essential safety precautions for mitigating workplace hazards
- Understand about Fire safety laws and preventive measures
- Understand how to maintain safety and health standards in construction
- Understand about Role of safety committees, their constitution, functions, compliance requirements, and inspections

2.3.2. Resources

- Whiteboard, erasable marker, board cleaner, projection screen, laptop, speaker, notebook, pen, participant handbook, etc
- Flip chart
- Participant Manual
- Projection screen and PowerPoint presentations.
- Activities (role plays)

2.3.3. Say

- Describe about essential safety precautions for mitigating workplace hazards
- Describe about Fire safety laws and preventive measures
- Describe about how to maintain safety and health standards in construction as per BOCW ACT 1996

2.3.4. Explain

- Describe about essential safety precautions for mitigating workplace hazards
- Describe about Fire safety laws and preventive measures
- Describe about how to maintain safety and health standards in construction as per BOCW ACT 1996

2.3.5. Activity

Provide each student with a compliance checklist based on the BOCW Act. The checklist should include:

- Provision of safety gear (helmets, gloves, boots, etc.)
- Availability of first aid kits
- Ensuring proper scaffolding and other equipment
- Implementation of welfare measures like drinking water, rest areas, etc.
- Recordkeeping of workers' details for health insurance or welfare fund contributions

Ask the students to perform a "mock inspection" on a hypothetical construction site (represented either by a case study, a small model, or through role-play). Students should go through the checklist and identify whether the construction site complies with the BOCW Act.

After the inspection, the class will discuss what aspects of the site were compliant with the Act and what areas require improvement. Discuss how non-compliance can affect workers' safety and the legal implications of failing to follow the Act.

2.3.6. Notes for Facilitation

- Summarize the important points and terms explained in the session.
- Ask participants if they have any doubts. Encourage them to ask questions.
- Answer questions, as needed, providing concrete and brief answers.
- Tell participants to complete the questions at the end of the unit.
- Ensure that every participant answers all the questions.

2.3.7. Summary

The Building and Other Construction Workers (BOCW) Act, 1996 is a crucial piece of legislation aimed at safeguarding the rights, health, and safety of workers in the construction industry. The Act outlines

several key provisions to ensure that construction sites adhere to strict safety standards, protecting workers from potential hazards and accidents.

Key safety measures under the BOCW Act include:

Provision of Protective Equipment: Employers are required to provide necessary safety gear such as helmets, gloves, boots, and protective clothing to workers, ensuring they are shielded from physical harm.

Health and Safety Protocols: The Act mandates that construction sites must have appropriate safety measures in place, including proper scaffolding, safety barriers, and machinery safeguards. Sites must also have a designated safety officer responsible for overseeing health and safety practices.

Welfare Facilities: Construction sites must provide adequate welfare facilities, including clean drinking water, rest areas, sanitation facilities, and first aid kits, to ensure workers' basic health and well-being.

Training and Awareness: Workers must receive training to understand the risks associated with their work and how to mitigate them. Regular safety briefings and awareness programs are part of maintaining a safe workplace.

Accident Prevention and Reporting: The Act establishes guidelines for preventing accidents, and employers must ensure regular inspections of construction equipment and safety measures. In case of an accident, the employer is required to report it and take corrective actions.

Compliance with Legal Standards: The Act enforces compliance with national safety standards, and failure to comply can result in legal action against employers. This includes contributing to the welfare funds for construction workers, maintaining worker records, and ensuring proper medical coverage.

2.3.8. Exercise

1. Which of the following is the primary objective of the Building and Other Construction Workers (BOCW) Act, 1996?

- To ensure fair wages for workers
- To ensure safety and health of workers at construction sites
- To monitor workers' working hours
- To regulate construction contracts

2. According to the BOCW Act, who is responsible for ensuring the safety of workers at construction sites?

- The workers themselves
- The construction contractor
- The government
- Only the project manager

3. Which of the following is a compliance requirement for construction contractors under the BOCW Act?

- Provide workers with access to free healthcare
- Register with the Building and Other Construction Workers Welfare Board
- Offer workers permanent employment contracts
- Provide a housing allowance for workers

4. The BOCW Act mandates that contractors must ensure safety measures like scaffolding, first aid kits, and training for workers. (T/F)

5. Under the BOCW Act, contractors are required to ensure that all workers are provided with _____ to protect them from construction-related injuries.

6. The BOCW Act mandates that construction companies must establish a _____ to ensure compliance with safety standards and provide welfare facilities.

2.4. Unit 2.3: Worker Welfare Schemes and Registration Process

2.4.1. Unit Objectives

At the end of this unit, students will be able to:

- To understand welfare schemes and benefits available to construction workers under the BOCW Act

- To understand about Step-by-step registration process for workers with the BOCW Welfare Board
- To understand about Government initiatives for improving worker health, safety, and welfare.

2.4.2. Resources

- Whiteboard, erasable marker, board cleaner, projection screen, laptop, speaker, notebook, pen, participant handbook, etc
- Flip chart
- Participant Manual
- Projection screen and PowerPoint presentations.
- Activities (role plays)

2.4.3. Say

- Describe about welfare schemes and benefits available to construction workers under the BOCW Act 1996
- Describe about Step-by-step registration process for workers with the BOCW Welfare Board
- Describe about Government initiatives for improving worker health, safety, and welfare

2.4.4. Explain

- Describe about welfare schemes and benefits available to construction workers under the BOCW Act 1996
- Describe about Step-by-step registration process for workers with the BOCW Welfare Board
- Describe about Government initiatives for improving worker health, safety, and welfare

2.4.5. Activity

Divide trainees into small groups (3-5 members per group).

Provide each group with a set of worker welfare schemes under the BOCW Act. Some examples include:

Health benefits (maternity, sickness, and death benefits).

Education for children of workers.

Housing schemes for workers.

Pension or financial assistance in case of worker injury or death.

Emergency medical assistance and rehabilitation.

Each group will discuss the schemes and identify which workers qualify for them (based on criteria like worker registration, employment duration, etc.).

After the discussion, each group presents their findings, explaining which schemes apply to which workers and the benefits workers can avail of.

2.4.6. Notes for Facilitation

- Summarize the important points and terms explained in the session.
- Ask participants if they have any doubts. Encourage them to ask questions.
- Answer questions, as needed, providing concrete and brief answers.
- Tell participants to complete the questions at the end of the unit.
- Ensure that every participant answers all the questions.

2.4.7. Summary

The Building and Other Construction Workers (BOCW) Act, 1996 is a key piece of legislation aimed at improving the welfare, safety, and health of workers engaged in construction activities. The Act outlines various schemes for worker welfare, establishes the process for worker registration, and designates the roles of government agencies to ensure compliance with safety and health regulations.

Worker Welfare Schemes under the BOCW Act:

The BOCW Act mandates welfare schemes to benefit construction workers and their families. These schemes include:

Health and Safety Provisions: Workers must be provided with personal protective equipment (PPE) and be trained in safety procedures to prevent accidents and injuries at the workplace.

Financial Welfare Benefits: The Act ensures workers have access to financial support in case of sickness, disability, or death. These benefits are provided through the Building and Other Construction Workers Welfare Fund, which is contributed by the workers and contractors.

Housing and Education Support: Workers are eligible for housing assistance and educational support for their children, thus improving the overall quality of life for workers' families.

Insurance Coverage: Workers are entitled to insurance benefits for medical treatment, hospitalization, and compensation in case of work-related injuries.

Registration Process:

The registration process under the BOCW Act ensures that workers and employers comply with welfare and safety provisions. Here's how it works:

Registration of Workers: All workers involved in construction work must be registered with the Building and Other Construction Workers Welfare Board. This allows them to access various welfare benefits, including health insurance, pension, and accident benefits.

Registration of Contractors: Contractors must register with the appropriate state welfare boards to ensure their compliance with the BOCW Act's provisions. This registration is a prerequisite for contractors to legally employ workers and carry out construction projects.

Documentation and Maintenance of Records: Employers are required to maintain records of their workers, including registration details, wages, hours worked, and welfare contributions. These records ensure transparency and accountability.

2.4.8. Exercise

1. The primary source of funding for building and construction workers welfare fund is:
 - a) Government grants
 - b) Contributions from employers
 - c) Access levied on cost of construction projects
 - d) Donations from individual and organization
2. Under the BOCW Act, which of the following is responsible for establishing a welfare board for construction workers?
 - a) Central Government
 - b) State Government
 - c) Local Municipal Authorities
 - d) Employers' Association
3. What is the minimum number of workers an establishment must employ for the BOCW Act to be applicable?
 - a) 5 workers
 - b) 10 workers
 - c) 20 workers
 - d) 50 workers
4. Under the BOCW Act, a construction worker who has worked for at least _____ days in the preceding 12 months is eligible for benefits from the welfare fund.
5. The BOCW Welfare Boards provide various welfare schemes, including _____ for workers' families in case of an accident or death on the job.
6. The welfare fund established under the BOCW Act is intended only for workers employed in the public sector construction industry. (True/False)

2.5. Unit 2.4: Government Agencies and Regulatory Compliance

2.5.1. Unit Objectives

At the end of this unit, students will be able to:

- To understand role of various government agencies in enforcing safety and health regulations
- To understand about legal responsibilities of employers and employees in ensuring workplace safety
- To understand about compliance requirements, inspections, and record maintenance

2.5.2. Resources

- Whiteboard, erasable marker, board cleaner, projection screen, laptop, speaker, notebook, pen, participant handbook, etc
- Flip chart
- Participant Manual
- Projection screen and PowerPoint presentations.
- Activities (role plays)

2.5.3. Say

- Describe about role of various government agencies in enforcing safety and health regulations
- Describe about legal responsibilities of employers and employees in ensuring workplace safety
- Describe about compliance requirements, inspections, and record maintenance as per BOCW ACT 1996

2.5.4. Explain

- Describe about role of various government agencies in enforcing safety and health regulations
- Describe about legal responsibilities of employers and employees in ensuring workplace safety
- Describe about compliance requirements, inspections, and record maintenance as per BOCW ACT 1996

2.5.5. Role play

Government Agencies and Regulatory Compliance under the BOCW Act, 1996

Characters:

Mr. Ravi - An employer in the construction industry, responsible for managing a construction site.

Ms. Priya - A representative from the State Building and Other Construction Workers Welfare Board.

Mr. Kumar - An inspector from the Ministry of Labour and Employment, overseeing compliance with the BOCW Act.

Ms. Priya (arriving at the construction site):

Good afternoon, Mr. Ravi. I'm here to discuss the recent audit conducted by the State Welfare Board. I believe there are a few areas we need to address regarding your company's compliance with the BOCW Act, 1996.

Mr. Ravi (slightly nervous):

Good afternoon, Ms. Priya. I'm aware of the audit, and I've been working to ensure that everything is in order. But I'd appreciate your help in understanding what needs to be fixed.

Mr. Kumar (inspector, stepping forward):

I'm Mr. Kumar, an inspector from the Ministry of Labour. I'm here to oversee the compliance process and make sure the welfare schemes are fully implemented on this site. I'll be helping Ms. Priya assess your company's regulatory compliance under the BOCW Act.

Ms. Priya:

Thank you for the introduction, Mr. Kumar. Mr. Ravi, our audit findings show that while your workers are being paid regularly, your company is not fully compliant with the BOCW Act's worker registration and welfare provisions. As per the Act, all workers must be registered with the State Welfare Board to receive benefits like medical care, accident insurance, and pension schemes.

Mr. Ravi:

I didn't realize the registration process was so important. I thought only large projects were required to comply with these regulations. Our company employs less than 50 workers, so I assumed we were exempt.

Ms. Priya (shaking her head):

That's a common misunderstanding, Mr. Ravi. The BOCW Act applies to any establishment with 10 or more workers. As you have over 10 construction workers, you are required by law to register them with the State Welfare Board and contribute to the Welfare Fund. This ensures they receive benefits like housing assistance, medical facilities, and accidental death insurance.

Mr. Kumar:

It's essential to comply with these regulations, not only to avoid penalties but to ensure your workers' well-being. The Act also mandates that employers provide accident insurance for workers, especially in high-risk sectors like construction.

Mr. Ravi (realizing the importance):

I understand now. So, if we don't comply, could there be fines or penalties for failing to register workers or contribute to the Welfare Fund?

Ms. Priya:

Yes, Mr. Ravi. Non-compliance could lead to penalties, which may include fines or even suspension of operations until proper registration is completed. However, I want to emphasize that we're here to help you comply and ensure your workers benefit from the welfare schemes.

Mr. Kumar:

You will also need to maintain records of all workers, including their identification details, wage reports, and the number of days worked. These records are vital during inspections to prove compliance with the BOCW Act.

Mr. Ravi (nodding):

Understood. I'll make sure to get all workers registered and contribute to the Welfare Fund. Can you guide me through the registration process and the required documentation?

Ms. Priya (smiling):

Of course. The process is simple. You'll need to submit a list of your workers with their details, including their work type and wages. Then, you'll fill out a registration form and pay the required contribution to the welfare fund. I can help you with the paperwork and provide all the necessary forms.

Mr. Kumar:

I'll also schedule an inspection to verify the registration and the contributions once you've completed the process. This is to ensure that everything is in order.

Mr. Ravi (feeling relieved):

Thank you both. I'll get started on the registration immediately and ensure all compliance is met. I didn't realize how crucial this was for my workers' welfare.

Ms. Priya:

You're welcome, Mr. Ravi. The welfare of your workers is a priority, and we are here to make sure they're well taken care of. Let me know if you need any assistance with the registration process.

Mr. Kumar:

Remember, keeping good records and staying up-to-date with compliance will prevent future issues. Once everything is in place, your company will be fully compliant with the BOCW Act.

2.5.6. Notes for Facilitation

- Summarize the important points and terms explained in the session.
- Ask participants if they have any doubts. Encourage them to ask questions.
- Answer questions, as needed, providing concrete and brief answers.
- Tell participants to complete the questions at the end of the unit.
- Ensure that every participant answers all the questions.

2.5.7. Summary

Role of Various Government Agencies in Enforcing Safety and Health Regulations:

The government plays a crucial role in enforcing safety and health standards at construction sites. Various agencies and bodies are responsible for ensuring compliance with the BOCW Act:

Ministry of Labour and Employment (MoLE): The central government is responsible for formulating policies, creating awareness about worker welfare, and providing financial support to welfare boards. State Welfare Boards: Each state has its own welfare board that registers workers, collects welfare fund contributions, and provides financial and health benefits to registered workers.

Directorates of Industrial Safety and Health (DISH): These bodies are responsible for conducting inspections at construction sites to ensure that safety standards are maintained. They also provide guidelines on health and safety procedures.

The Labour Department: Labour inspectors conduct routine inspections to ensure compliance with the BOCW Act. These inspections focus on aspects like proper use of PPE, availability of first aid kits, safe working conditions, and adherence to safety regulations.

Legal Responsibilities of Employers and Employees:

Employers' Responsibilities:

Provide workers with appropriate safety equipment.

Maintain safe working conditions and minimize risks.

Ensure workers are trained in health and safety measures.

Register workers with the Welfare Board and contribute to the welfare fund.

Employees' Responsibilities:

Follow safety protocols and wear PPE as required.

Report any hazards or unsafe practices to the employer.

Participate in safety training and adhere to work guidelines.

Compliance Requirements, Inspections, and Record Maintenance:

To ensure compliance with the BOCW Act, regular inspections are conducted by various agencies.

Employers must ensure:

Documentation: They maintain records of workers' details, safety measures in place, and training programs.

Inspections: Government inspectors regularly visit construction sites to check for adherence to safety measures and ensure workers' welfare is protected.

Compliance: Employers must comply with all provisions, including providing proper safety measures, contributing to the welfare fund, and offering workers' benefits

2.5.8. Exercise

1. Which of the following agencies is responsible for implementing and ensuring compliance with the BOCW Act, 1996?

- Ministry of Finance
- State Building and Other Construction Workers Welfare Board
- Ministry of Urban Development
- National Labour Commission

2. The BOCW Act mandates that the employer must ensure workers are covered under which of the following welfare schemes?

- Accident insurance
- Retirement fund
- Paid vacations
- Job security fund

3. The Welfare Fund under the BOCW Act is used exclusively to provide housing assistance to workers. (True/False)

4. Under the BOCW Act, the employer is required to register workers and contribute to the welfare fund within 5.30 days of starting work on a construction site. (True/False)

6. Employers who fail to comply with the BOCW Act may face _____ or legal action by the welfare board.

7. The BOCW Act requires that employers contribute to the _____ to ensure that workers receive benefits such as medical care, housing, and insurance.

2.6. Unit 2.5: Accident Reporting, Investigation, and Analysis

2.6.1. Unit Objectives

At the end of this unit, students will be able to:

- To understand about accident reporting procedures and required documentation as per BOCW ACT 1996
- To understand how to investigation and analysis of workplace accidents to prevent recurrence
- To understand Importance of record maintenance for safety compliance.

2.6.2. Resources

- Whiteboard, erasable marker, board cleaner, projection screen, laptop, speaker, notebook, pen, participant handbook, etc
- Flip chart
- Participant Manual

- Projection screen and PowerPoint presentations.
- Activities (role plays)

2.6.3. Say

- Describe about accident reporting procedures and required documentation as per BOCW ACT 1996
- Describe about how to investigation and analysis of workplace accidents to prevent recurrence
- Describe about Importance of record maintenance for safety compliance

2.6.4. Explain

- Describe about accident reporting procedures and required documentation as per BOCW ACT 1996
- Describe about how to investigation and analysis of workplace accidents to prevent recurrence
- Describe about Importance of record maintenance for safety compliance

2.6.5. Activity

Demonstration of Accident Reporting Form:

Present an accident reporting form (sample) to the class. Walk through the form, explaining the various sections:

Details of the injured worker

Nature and severity of the injury

Circumstances leading to the accident

Immediate action taken after the accident

Date and time of the incident

Reporting party (name of the employer or safety officer)

Have the students fill out a sample accident reporting form using the information from the case study. Encourage them to think critically about what information is essential for the authorities and welfare board.

2.6.6. Notes for Facilitation

- Summarize the important points and terms explained in the session.
- Ask participants if they have any doubts. Encourage them to ask questions.
- Answer questions, as needed, providing concrete and brief answers.
- Tell participants to complete the questions at the end of the unit.
- Ensure that every participant answers all the questions.

2.6.7. Summary

The Building and Other Construction Workers (BOCW) Act, 1996 was established to improve the safety and welfare of workers in the construction industry. One of its key provisions is the mandatory reporting, investigation, and analysis of accidents that occur on construction sites to ensure the health, safety, and well-being of workers. Here's a breakdown of these key components under the Act:

1. Accident Reporting:

Under the BOCW Act, 1996, employers are legally required to report any accidents occurring on a construction site that result in injury, death, or any other significant health issue. The reporting must be done within a specified timeframe (usually within 24 to 48 hours) to the relevant authorities, including:

Local authorities

State Welfare Board

Labour Department

The accident report should include:

Details of the injured worker (name, job role, age, etc.)

Nature and severity of the injury or incident

Circumstances leading to the accident

Immediate actions taken post-accident (e.g., first aid, medical treatment)

Date and time of the incident

Name of the person responsible for reporting

This timely reporting helps in tracking workplace safety patterns and enables the authorities to take necessary actions to ensure compliance with safety standards.

2. Accident Investigation:

Once an accident is reported, an investigation must be carried out by the employer, in collaboration with safety officers and other relevant personnel. The purpose of the investigation is to determine:

Immediate causes: Direct causes of the accident (e.g., equipment failure, lack of safety gear).

Underlying causes: Root causes that may include poor site management, insufficient training, or lack of supervision.

Employers are required to investigate and document the findings in a report, which should be submitted to the State Welfare Board and the concerned authorities. In some cases, the Labor Department may also conduct its own investigation.

3. Accident Analysis:

Accident analysis involves reviewing the investigation findings to identify patterns and potential areas of improvement in safety practices. It focuses on:

Identifying systemic issues in construction safety (e.g., recurring accidents due to similar causes).

Improvement recommendations: Implementing measures like improved safety training, better use of personal protective equipment (PPE), regular site inspections, or changes to work procedures.

Preventive actions: Based on the analysis, employers must take corrective actions to prevent similar incidents in the future. These actions should be documented and followed up on.

4. Importance of Compliance:

Non-compliance with the accident reporting and investigation provisions can lead to:

Penalties or fines imposed on employers.

Suspension of construction activities until safety protocols are followed.

Legal action in case of negligence leading to serious accidents or worker fatalities.

2.6.8. Exercise

1. Under the BOCW Act, 1996, an employer must report an accident resulting in death or serious injury within how many hours of the incident?

- a) 12 hours
- b) 24 hours
- c) 48 hours
- d) 72 hours

2. What must an employer include in an accident report as per the BOCW Act?

- a) The names of all workers on the site
- b) The type of work being done at the time of the accident
- c) The details of the injury and immediate response
- d) The work schedule of the injured worker

3. The BOCW Act mandates that the investigation of a workplace accident must focus on:

- a) Finding who was at fault
- b) Identifying both immediate and underlying causes
- c) Issuing a fine to the employer
- d) Keeping the details confidential

4. As per the BOCW Act, 1996, accidents resulting in serious injury or death must be reported to the relevant authorities within _____ hours.

5. The main purpose of accident investigation under the BOCW Act is to identify the _____ and underlying causes of the accident.

6. The **BOCW Act** requires employers to investigate to determine the root cause of an accident.

(True/False)