

**Chapter – I****Introduction****I Mandate**

1. The Ministry of Labour & Employment is responsible for protecting and safeguarding the interests of workers, promotion of their welfare and providing social security to them both in organized and unorganized sectors. It aims to create a healthy work environment for higher production and productivity and to develop and coordinate vocational skill training and employment services.

**II Vision**

2. Decent working conditions and improved quality of life of workers, ensuring India without child labour in hazardous sectors, enhancing employability through employment services and skill development on a sustainable basis.

**III Mission**

3. Improving the working conditions and the quality of life of workers through laying down and implementing policies / programmes / schemes / projects for providing social security and welfare measures, regulating conditions of work, occupational health and safety of workers, eliminating child labour from hazardous occupations and processes, strengthening enforcement of labour laws and promoting skill development and employment services.

**IV Objectives**

4. The Ministry of Labour and Employment is responsible for laying down policies in respect of labour matters including industrial relations, co-operation between labour and management, settlement of labour disputes, regulation of wages and other conditions of work and safety, women labour and child labour, labour welfare, social security etc. besides, development and administration of employment service and training of craftsmen on national basis.

5. The implementation of the policies in regard to the above matter is the responsibility of the State Governments subject to control and direction of the Central Government except in the case of labour employed in Railways, Mines, Oilfields, Banking and Insurance Companies having branches in more than one State, major Ports and Central Government Undertakings where the Central Government retains the responsibilities in labour matters including employment and training and tenders technical advice as and when necessary. These objectives are sought to be achieved through implementation of various labour laws, which regulate the terms and conditions of service and employment of workers. A list of various Central Acts which are dealt in and regulated by the Ministry is given in Annexure - I.

**V Functions**

6. Main functions of the Ministry are given below:

- To promote harmonious relations between labour and management and to regulate wages and other conditions of work in the central sphere.
- To ensure speedy implementation of labour law awards, agreements, Code of Discipline etc. for improving industrial relations, with regard to units in which central Government is the appropriate Government.
- To conduct evaluatory studies of implementation of labour laws, industrial relations, personnel policies and practices etc., in Public Sector Undertakings.
- To regulate working conditions and safety in mines and factories; to prepare ground work for the formulation of National Wage Policy and maintain data on wages, all allowances and other related matters.
- To collect and publish statistics to conduct enquiries, surveys and research studies on various labour subjects.
- To conduct programmes relating to employment potential of scheduled caste and scheduled tribe candidates through Coaching-cum-Guidance Centers.
- To provide amenities to workers employed in the mining industry and beedi manufacturing.
- To assist in rehabilitation of bonded labour; to provide welfare measures for certain sections of the unorganised labour.
- To undertake training, education, research and consultancy service in the field of industrial relations and labour in general;
- To educate all sections of workers for their intelligent participation in social and economic development of the nation;
- To monitor the running of social security schemes viz Employees Provident Fund Organization and Employees State Insurance Corporation;
- To lay down policy framework for National Employment Service, Implementation of National Vocational Training Programme.

**VI Organizational set up of the Ministry**

7. The objectives are sought to be achieved by the main Ministry through its attached and subordinate offices and autonomous bodies. Organizational Chart of the Ministry is given at Annexure – II. Main Secretariat consists of the following divisions:

- (i) Administration
- (ii) Labour Conference (LC) and International Labour Affairs (ILAS)
- (iii) Child & Women Labour (C&WL)
- (iv) Industrial Safety & Health (ISH)
- (v) Economic and Statistical Analysis (ESA)
- (vi) Social Security (SS)
- (vii) Industrial Relations (IR) & Central Labour Service (CLS)

- (viii) Vigilance
- (ix) Labour Welfare
- (x) Coordination
- (xi) Planning
- (xii) Finance
- (xiii) Budget & Accounts
- (xiv) Official Language

#### Attached and Subordinate Offices

- (i) Directorate General of Employment and Training (DGE&T)
- (ii) Organization of the Chief Labour Commissioner (Central) [CLC (C)]
- (iii) Directorate General of Factory Advice Service and Labour Institutes (DGFASLI)
- (iv) Labour Bureau
- (v) Directorate General of Mines Safety (DGMS)
- (vi) Labour Welfare Organization (LWO)

#### Autonomous Bodies

- (i) Employees' Provident Fund Organization (EPFO)
- (ii) Employees' State Insurance Corporation (ESIC)
- (iii) Central Board for Workers' Education (CBWE)
- (iv) V.V. Giri National Labour Institute (VVGNI)

#### Adjudicating Bodies

- (i) Central Government Industrial Tribunals cum Labour Courts (CGITs-cum-LCs)
- (ii) Board of Arbitration

## **VII Policy Framework**

### **VII A Labour Bureau**

8. Labour Bureau, an attached office of Ministry of Labour & Employment, has made significant contribution in the field of collection, compilation and dissemination of statistics on different aspects of labour as well as in compilation & maintenance of Consumer Price Index (CPI) Numbers for different categories of workers. It also carries out studies and surveys on labour related matters.

9. The Labour Bureau also renders necessary assistance to a number of Central Agencies as well as to the States for conducting training programmes on

- (i) Labour Statistics and
- (ii) CPI Numbers at State/District/Unit levels. In addition, it brings out a number of regular and ad-hoc publications.

10. The activities that Labour Bureau under its plan scheme- “Labour & Employment Statistical System” undertakes are:

- **Consumer Price Indices:** Labour Bureau compiles and maintains the following series of Consumer Price Index Numbers (CPI) every month;
  - (i) Consumer Price Index Numbers for Industrial Workers (Base 2001=100) in respect of 78 selected Industrial centers and at All-India level and
  - (ii) Consumer Price Index Numbers for Rural and Agricultural Labourers (Base 1986-87=100) in respect of 20 States and at All-India level.
- **Rural Labour Enquiries:** The main objectives of the scheme are to provide up to date serial data for building up reliable estimates of important socio-economic characteristics of Rural Labour in general and Agricultural Labour in particular.

11. **Surveys and Studies** – The Labour Bureau conducts following surveys:

- (i) **Occupational Wage Survey:** To provide occupation wise data on employment, wage rates and earnings of industrial workers in selected industries, studying inter-industry and intra-industry wage differentials.
- (ii) **Socio-Economic Surveys of Different Segments of Labour (SESDSL):** The SESDSL Component has four sub components viz. the studies on the (I) Socio-economic Conditions of Women Workers in Industries, (II) Survey of Working and Living Conditions of Workers engaged in Unorganised Sector industries/employments, (III) Survey of Working and Living Conditions of Labour belonging to Scheduled Castes/Scheduled Tribes Communities and (IV) All India studies on the Evaluation of the Implementation of the Minimum Wages Act, 1948.
- (iii) **Quarterly Quick Employment Survey:** To assess the impact of economic slow-down on employment in India on the selected sectors.
- (iv) **Annual Employment & Unemployment Survey:** Unemployment Survey: Labour Bureau launched its first Nation-wide Employment and Unemployment survey in April, 2010 to assess the employment scenario in the country. It is a household survey conducted to capture information regarding availability of skill and youth employment /unemployment data.
- (v) **Annual Survey of Industries:** Extension to Sample Sector (Factories): The Annual Survey of Industries (ASI) is being conducted statutorily. The data is being collected by NSSO and Labour Bureau is disseminating data collected under Labour Part i.e., Part-II and Block E of Part I of ASI schedule. It includes data on Absenteeism, Labour Turnover, Labour Employment, Man-days scheduled to work, Man-days worked and various components of Labour Cost.

12. **Improvement in Labour & Employment Statistical System (New Component):** The activity aims to enhance the relevance of work being done by the Bureau and to increase the capacity of the organization to meet the challenges of liberalized and globalized economy. It

involves updation of the base years of CPI-IW, CPI-AL/RL of Consumer Price Index Numbers for Industrial Workers from 2001=100 to a recent year, Updating the base of Consumer Price Index Numbers for Agricultural and Rural Labour from 1986-87=100 to a recent year.

13. **The Major Non-plan Activities of Labour Bureau:** There are four Non-plan activities of Labour Bureau namely, 'Labour Statistics', 'Wages', 'Wage Rate Index' and 'Research'.

14. **Labour Statistics:** At present Labour Bureau is collecting information from the state authorities under different Labour Acts on statutory / voluntary basis.

15. **Wages:** Wages Section is responsible for compilation and analysis of statistics collected under the Payment of Wages Act, 1936 and the Minimum Wages Act, 1948. Data are presented in various publications of Labour Bureau, viz., Indian Labour Journal, Indian Labour Year Book, Indian Labour Statistics, Pocket Book of Labour Statistics.

16. **Wage Rate Index:** The Central Technical Advisory Council on Statistics, in its meeting held in December, 1961 recommended that the State Statistical Agencies should explore the possibility of bringing out up-to-date data on wage rates on the basis of data thrown up by Occupational Wage Survey conducted by Labour Bureau and construct Wage Rate Indices at annual intervals in respect of industries covered under the Occupational Wage Survey. Wage Rate Indices and Absolute Wage Rates are being compiled on continuous basis in respect of 21 selected industries for which wage rate information is being collected regularly for each year from the selected establishments throughout India. The main objectives of the activity are to compile, maintain and release Industry/Stratum-wise Absolute Wage Rate and Wage Rate Indices for selected Industries over a period of time and to study Industry-wise disparity in Absolute / Real Wage Rate in selected Industries at different places of their concentration (Stratum).

## **VII B Industrial Relations**

17. Labour Laws relating to Industrial Relations include:

- (i) The Trade Unions Act, 1926
- (ii) The Industrial Disputes Act, 1947
- (iii) The Plantations Labour Act, 1951
- (iv) The Payment of Bonus Act, 1965
- (v) Wage Board for Newspaper Employees
- (vi) Minimum Wages Act, 1948

18. **Industrial Tripartite Committees**

- (i) **Tripartite Industrial Committee on Plantation Industry:** The Tripartite Industrial Committee on Plantation Industry was initially constituted on 18.09.1998 and last reconstituted on 03.02.2012 to discuss the problems of Plantation Industry and to find solutions. The Committee has been reconstituted on 04.04.2013.

- (ii) **Industrial Tripartite Committee on Road Transport Industry:** The Industrial Tripartite Committee on Road Transport Industry was initially constituted on 5.1.2004 and last reconstituted on 25.5.2012. The main function of the Committee is to study and discuss the problems of the Road Transport industry and to find solutions. The Committee has been reconstituted on 04.04.2013.
- (iii) **Industrial Tripartite Committee on Sales Promotion Employees:** The Industrial Tripartite Committee on Sales Promotion Employees has been constituted on 31.01.2014. The main function of the Committee is to study and discuss the problems of the Sales Promotion Employees and to find solutions.

19. **Board of Arbitration / Joint Consultative Machinery:** The Government of India had introduced in 1966 a Scheme for Joint Consultative Machinery Compulsory for Central Government Employees for resolving difference between the Government, as Arbitration an employer, and the general body of its employees in the matters of common concern through arbitration. The Scheme provides for Compulsory Arbitration on Pay and Allowances, weekly hours of work and leave of a class or grade of employees. Under the Scheme, the Board of Arbitration (JCM) was set up to in July, 1968. The Board consists of a Chairman and two other members. The Chairman is appointed on whole time basis. The other two members are appointed by the Ministry of Labour & Employment at the time of referring the dispute to the Board out of a panel of members both from the Staff Side as well as from the Official Side maintained by it.

## 20. **Organization of Chief Labour Commissioner (Central)**

The organization of Chief Labour Commissioner (Central) is also known as the Central Industrial Relations Machinery (CIRM), which is an attached office of the Ministry of Labour & Employment. The CIRM is headed by the Chief Labour Commissioner (Central).

Functions of CIRM:

- Prevention and settlement of Industrial Disputes in the Central Sphere;
- Enforcement of Labour Laws and Rules made thereunder in Central Sphere;
- Implementation of awards issued by the Central Government Industrial Tribunal – cum – Labour Courts (CGITs-cum-LCs);
- Quasi-Judicial functions;
- Verification of the membership of the Trade Unions;
- Welfare i.e. supervision of functions of Assistant / Deputy Labour Welfare Commissioners;
- Other Miscellaneous functions.

21. **Central Government Industrial Tribunals–cum–Labour Courts (CGITs-cum-LCs):** This Ministry has under its administrative control 22 Central Government Industrial Tribunal-cum-Labour Courts (CGIT-cum-LCs), set up under the Industrial Disputes Act, 1947. Of these CGITs, there are 10 Non-Plan CGITs and 12 Plan CGITs and these CGITs have been set up in various States. The basic function of these CGITs is to dispose of the industrial disputes under the

Central sphere. These CGITs are headed by Presiding Officers who are selected from High Court Judges (serving / retired) or District / Additional District Judges (serving / retired). So far as schemes for women/gender equality are concerned, CGITs deal with the adjudication proceedings which are gender neutral.

22. **International Cooperation:** India is a founder member of the ILO and has been playing a leading role in its activities since its inception. India holds a non-elective seat in the Government Group of the Governing Body of ILO and is represented in all the important committees constituted by the ILO. The ILO is financed mainly by contribution received from the member states.

23. **Development of Information Technology:** Development of Information Technology is an ongoing scheme formulated on the directives of Planning Commission for making a provision of 2-3 percent of the plan funds for programmes / schemes relating to Information Technology. This scheme intends to initiate a drive towards improving computerization in various programmes of the Ministry and to improve their efficacy.

24. **Grants-in-Aid to Research and Academic Institutions:** Grants-in-Aid to Research and Academic Institutions is a Plan Scheme started during 1995-96 to finance research studies in approved labour related matters for facilitating labour policies. Grant is extended to deserving research and academic institutions, voluntary organizations, NGOs on the merits of the proposals examined and recommended by the respective Bureau Heads. The Scheme was revised in October, 2008 raising the cost per study to Rs.6.00 lakh. The guidelines have also been changed so as to attract study proposals from reputed Institutions. Moreover, the scope of the Scheme has been extended to provide for organizing seminars, workshops etc. as a part of the study.

## VII C Working Conditions and Safety

25. **Factories and Docks:** The Directorate General Factory Advice Service and Labour Institutes (DGFASLI), consists of the Head Quarters (Factory Advice Service Division, Dock Safety Division, Construction Safety Division and Awards Cell), the Central Labour Institute (CLI) at Mumbai, the four Regional Labour Institutes at Kolkata, Chennai, Kanpur and Faridabad and the Dock Safety Inspectorates at 11 Major Ports of India. The Inspectorate at the port of Ennore is in the process of being set up. As a technical organization under the Ministry of Labour & Employment, Govt. of India, DGFASLI advises the Central / State Governments, trade unions, employers and others in matters concerning safety, health, productivity and working conditions in factories and ports, carries out support research activities for updating the Factories Act, 1948, Dock Workers (Safety, Health and Welfare) Act, 1986, and the Rules & Regulations framed thereunder. It also enforces the Dock Workers' (Safety, Health and Welfare) Act, 1986 and the Regulations 1990 framed thereunder in major ports; Liaises with International bodies like the International Labour Organization (ILO) in implementing the projects and advises the Central Government on ratification of International Instruments on Safety and Health etc.

26. **Directorate General of Mines Safety (DGMS):**The Mines Act, 1952 and the Regulation

and Rules made there under constitute the statutory base for regulating safety, health, welfare and working conditions of persons employed in mines throughout India. The Directorate General of Mines Safety has been entrusted with the function of enforcing the provisions of the Mines Act, 1952 and the Rules & Regulations framed thereunder.

27. Functions / Activities of Directorate General of Mines Safety (DGMS) include the following:

- (i) Inspection of mines
- (ii) Inquiries / investigation into accidents, dangerous occurrences – emergency response, complaints and other matters
- (iii) Grants of statutory permission, exemptions and relaxations – preview of project reports and mining plans, and approval of mines safety equipment, material and appliances
- (iv) Interactions for development of safety equipment, material and safe work practices through workshop etc
- (v) Development of Safety legislation and Standards
- (vi) Safety Information Dissemination
- (vii) Conduct of examination for grant of competency certificates
- (viii) Safety promotional initiatives

#### **VII D Labour Welfare Schemes**

28. Government of India attaches high priority to the welfare of workers in unorganized sector, particularly those engaged in beedi, non-coal mines and cinema industry. Welfare Funds have been established under following enactments.

- (i) The Mica Mines Labour Welfare Fund Act, 1946;
- (ii) The Limestone & Dolomite Mines Labour Welfare Fund Act, 1972;
- (iii) The Iron Ore, Manganese Ore and Chrome Ore Mines Labour Welfare Fund Act, 1976;
- (iv) The Beedi Workers Welfare Fund Act, 1976;
- (v) The Cine Workers Welfare Fund Act, 1981.

29. The welfare measures financed out of these Funds relate to the provision of medical facilities, housing, supply of drinking water, support to education of dependents of beneficiaries, recreation of workers etc. Some of the major schemes funded out of cess funds are listed below:

- (i) **Revised Integrated Housing Scheme, 2007:** A uniform subsidy of Rs. 40,000/- per tenement is granted to Beedi / Mine workers or a Ghar Khatta Workers engaged in Beedi making.
- (ii) **Health schemes for beedi, mine and cine workers** including provisions for hospitals, static cum mobile dispensaries and reimbursement of expenditure incurred on many major and minor diseases.
- (iii) **Scholarship for children of beedi / cine / mines:** Children of workers studying in class V and above in recognized institutions and financial assistance to management.



- (iv) **Financial Assistance for organizing sports games:** Social and culture activities for beedi workers and lime stone & dolomite mines workers.
- (v) **Construction of Work-Shed / Godown:** A co-operative society, having at least 75 members, is granted financial assistance of Rs. 1.50 lakh for the construction of work shed and a godown (both).
- (vi) **Insurance Scheme** for Beedi workers and Cine workers.

#### **VII E Social Security for Unorganized Workers / RSBY**

30. **Rashtriya Swasthya Bima Yojna (RSBY):** The workers in the unorganized sector constitute about 94 percent of the total work force in the country. The Government has been implementing some social security measures for certain occupational groups but the coverage is miniscule. Majority of the workers are still without any social security coverage. Recognizing the need for providing social security to these workers, the Government has enacted the Unorganized Workers' Social Security Act, 2008. One of the major insecurities for workers in the unorganized sector is the frequent incidences of illness and need for medical care and hospitalization of such workers and their family members. Despite the expansion in the health facilities, illness remains one of the most prevalent causes of human deprivation in India. It has been clearly recognized that health insurance is one way of providing protection to poor households against the risk of health spending leading to poverty. However, most efforts to provide health insurance in the past have faced difficulties in both design and implementation. The poor are unable or unwilling to take up health insurance because of its cost, or lack of perceived benefits. Organizing and administering health insurance, especially in rural areas, is also difficult. With a view to providing smart card based cashless hospitalization to BPL families in the unorganized sector, the 'Rashtriya Swasthya Bima Yojana' was launched on 1<sup>st</sup> October, 2007. The scheme became operational w.e.f. 01.04.2008. The unorganized sector worker and his family (a unit of five) is covered under the scheme. The total sum insured is Rs. 30,000/- per family per annum on a family floater basis. The insurance premium is shared on 75:25 basis by Centre and State Government. The insurance premium in respect of States of North East region and Jammu and Kashmir is shared in the ratio of 90:10.

#### **VII F Child & Women Labour**

31. **National Child Labour Projects (NCLP)** scheme was commenced in 1988 with the objective of rehabilitating children withdrawn from work through special training centres with focus on children engaged in hazardous occupations. The package of benefits to rescued child labour for their rehabilitation includes bridge education, vocational training, nutrition, health care, recreation, stipend, etc. then their mainstreaming through admission in regular schools. The other activities include stricter enforcement of child labour related laws, raising awareness against the evils of child labour and extension of welfare activities to child labour.

32. **Grants-in-Aid Scheme for Welfare of Women Labour:** The Grant-in-aid Scheme of women labour was introduced in the Sixth Five Year Plan and has continued over the years. Under this Scheme, voluntary organizations are being provided funds, by way of grants-in-aid, for organizing working women and educating them about their rights and duties under various

labour laws of Central / State Governments, legal aid to women and organizing seminars, workshops etc. aimed at raising the general consciousness about the problems of women labour. The amount of assistance given to VOs / NGOs for taking up action oriented programmes for benefit of women labour in unorganized/informal sectors is 75 percent (90 percent in North-Eastern States) of the recurring cost of the project. The remaining 25 percent of the cost is to be borne by the organization concerned. Apart from the voluntary and Non-governmental organizations, reputed academic institutions set up under the Act of Parliament / State Legislation or any Self Help Group created under Plan and Non-Plan Scheme of Central / State Government are provided 100 percent grant to undertake research studies on the problems and issues related to women labour in informal and unorganized sectors and render financial assistance to selected Institutions for conducting research studies.

## **VII G Directorate General of Employment & Training (DGE&T)**

33. **Directorate of Employment:** A Plan scheme for 'Welfare of SC/ST job seekers through coaching, Guidance & Vocation Training and introduction of new courses in existing CGCs and establishment of new CGCs in the States not covered so far' is being implemented by Directorate of Employment through Coaching-cum-Guidance Centers for SCs/STs (CGCs). Through this scheme career guidance and training facilities are extended to SC/ST job seekers. A new scheme on 'Introduction of New Courses in existing Coaching-cum-Guidance Centers for SC/ST' for providing one year 'O' level Computer Training through DOEACC (now National Institute of Electronics & Information Technology) or its accredited institutions was started during 2009-10 and Computer Hardware Maintenance Training was started during 2012-13 under the aegis of the Directorate.

34. **Directorate of Training:** The Directorate Training is an apex organization for development and co-ordination of vocational training including women's training under the Ministry of Labour and Employment. Directorate of Training offers range of training courses catering to the requirement of various sectors of economy through a network of 10,750 Industrial Training Institutes (ITIs)/Private Industrial Training Centers. There are 78 Central Institutes under the control of DGE&T which impart training to different set of persons like ITI instructors, industrial workers, technicians, junior and middle level executives, supervisors, foremen, women, physically challenged persons and members belonging to SC/ST. These Institutes also conduct training related research and development of course curriculum and instructional media packages for the use of trainees and instructors.

### **35. Objectives of the schemes:**

- To diversify, update or expand the training facilities of Craftsmen and Craft Instructors Training Schemes at the Institutes under its control and training of Craftsmen at the Industrial Training Institutes (ITIs) / Industrial Training Centers (ITCs) (administered by the respective State Governments / Union Territories);
- To organize and conduct specialised training and research at the specially established training institutes for foremen, supervisors, highly skilled workers, training managers and administrators, etc;

- To implement, regulate and increase the scope of training for apprentices under the Apprenticeship Act, 1961.

In the formulation of National Policy on Craftsmen Training and Apprenticeship Training Schemes, the Central Government is advised by two tripartite bodies, viz., The National Council for Vocational Training (NCVT), and the Central Apprenticeship Council (CAC). Directorate of Training runs two flagship schemes viz 'Craftsmen Training' and 'Apprenticeship Training' to impart training to school leavers which forms the backbone of the national vocational training system of the country.

36. Directorate General of Employment & Training (DGE&T) facilitates following trainings:

- Craftsmen Training: Craftsmen Training is imparted in 133 engineering and non-engineering Trades uniformly throughout the country.
- Apprenticeship Training: (Apprenticeship Training Scheme Under the Apprentices Act, 1961).

37. **Ongoing Activities of Regional Directorate of Apprenticeship Training include the following:**

- Survey and re-survey of establishments to locate training seats for Apprentices;
- Inspection of establishments to check facilities for training and to see the progress of training in conformance with the prescribed schedule;
- Conduct of progressive trade tests of Apprentices;
- Making arrangements for conducting final Trade Test of Apprentices;
- Registration of Apprenticeship Contracts;
- Issue of National Apprenticeship certificate to successful Apprentices;
- Maintaining / Submission of Records and Return prescribed under the Act;
- Conduct of joint evaluation of ITIs;
- Various activities such as registration of VTPs, inspection, etc. under SDI Scheme.

38. **Training of Apprentices:** Under the Act in 260 designated trades, 28,500 establishments are engaging apprentices. 126 subject fields have been designated for the category of Graduate & Technician apprentices. 128 subject fields have been designated for the category of Technician (Vocational) apprentices.

39. **Craft Instructors Training:** Training for Crafts Instructors covering 29 engineering and non-engineering trades, is offered at Six Advanced Training Institutes, one Central Training Institute and NVTI & RVTIs under the DGE&T with annual seating capacity of 2140 trainees.

40. **Advanced Vocational Training:** Advanced Vocational Training is imparted to upgrade and update skills of serving industrial workers through short term courses.

41. **Foremen Training / Supervisory Training:** Short-term / tailor-made programme and long-term courses are conducted at two Foremen Training Institutes.

42. **Development of Instructional Media:** National Instructional Media Institute (NIMI) at Chennai was established to develop and disseminate instructional Media Packages (IMPs) for use of instructors and trainees of various trades under both Craftsmen and Apprenticeship Training Schemes. NIMI is preparing the instructional material for COE and MES courses also. They develop question bank for the different courses, undertake the translation of instructional material in Hindi and other regional languages. NIMI was granted autonomy with effect from 1.4.1999; it is functioning as an autonomous society.

43. **Staff Training, Research and Development in the field of Vocational Training** is carried out by Central Staff Training and Research Institute at Kolkata.

44. **Women Vocational Training Programme:** The women's vocational training programme, launched in 1977, aims for social development and economic growth of women through vocational training scheme.

45. **Major Schemes**

A. Centrally Sponsored Scheme: Skill Development Mission:

(i) **Skill Development Initiative:** The goals and objectives of the scheme are to provide training to out of school youth, workers, ITI graduates etc. for improving their employability by optimally utilizing infrastructure available in ITIs/ITCs and other organizations. Scheme caters to needs of all those who want to acquire skills or upgrade them to improve their employability. Existing skills of the persons can also be tested and certified under this scheme. Emphasis is being given to the courses to cater to the needs of unorganized economy. The scheme envisages the development of new strategic framework for Skill Development under Skill Development Initiative (SDI) Scheme based on Modular Employable Skills (MES) for the early school leavers and existing workers especially in the unorganized sector in close consultation with industries, State Governments and experts. The scheme has been operationalised since May 2007. The scheme has been well received by all Stakeholders and more than 22 lakhs persons have been trained or tested so far. The employment opportunity of certified skill persons increases and industries have a pool of skilled workforce.

(ii) **Skill Development in 34 Districts:** With the objective of establishing one ITI & two Skill Development Centers (SDCs) in each district to run demand driven vocational training courses in long term, short term and Instructor training courses.

(iii) **Enhancing Skill Development Infrastructure in NE States & Sikkim:** Broad objectives of scheme are:

- Capacity Building and Technical Assistance aims to provide funding for skill development, enhancing of employability and competencies and promotion of self-employment and entrepreneurship amongst youth;

- To sustain adequate supply of semi-skilled workers and also for value creation through dynamic vocational training policy & infrastructure;
  - Skill up-gradation of existing workforce in the new area of Technology;
  - Taking the average of person / seat of NE region closer to national average.
- (iv) **Upgradation of 1396 Government ITIs through Public Private Partnership:** Goal and Objectives of the scheme was to improve the employment outcome of graduates from the Vocational Training System, by making design and delivery of Training more demand responsive. Under the Scheme, an Industry Partner is associated with each Government ITI to lead the processes of upgradation. An Institute Management Committee is constituted with Industry partner as its Chairperson and registered as a Society. Interest free loan up to Rs. 2.5 Crore is given directly to the IMC Society for upgrading the training infrastructure of the ITI. Financial and academic autonomy is granted to the IMC. The state government retains the ownership of the ITI. 20 percent admissions are determined by the IMC. The scheme envisages overall improvement of Vocational Training in the country.
- (v) **Externally Aided Project for reforms and improvement in Vocational Training Services rendered by the Central and the State Governments [Vocational Training Improvement Project (VTIP)]:** The Project Development Objective is to improve the employment outcomes of the graduates from the vocational training system, by making the design and delivery of training more demand responsive. The salient features of the scheme include introduction of multi-skill courses (popularly known as CoE) catering to the need of a particular cluster of industry around an ITI to produce multi-skilled workforce of world standard.
- (vi) **Mission Mode Project on Employment Exchange:** The Ministry is implementing the National Career Service (NCS) as a Mission Mode Project for modernizing the National Employment Service for providing a variety of employment related services like career counselling, vocational guidance, information on skill development courses, apprenticeship, internships. The NCS would be supported by Call Centre / Helpdesk and use technology to deliver these services. The Ministry proposes to transform the Employment Exchange to Modern Career Centres by training the Officers on contemporary counselling techniques to enable them to counsel school / college students in making the right career choice.
- B. Central Sector Schemes
- (i) **Upgradation of Training Institute under DGE&T:** The scheme has been formed by merging of various schemes. The latest merging was done in 2008-09. The following five schemes were merged by planning commission in view to reduce the number of schemes which have identical scope/objectives, such as, (a) Diversification, Upgradation & Expansion of Advanced / Central Training Institutes and Introduction of Hi-Tech Training; (b) Upgradation of Training Infrastructure in DGE&T institutes including CSTARI; (c) Upgradation of Apprenticeship Training; (d) Strengthening of Trainer's Skill

and MIS; and (e) Diversification, Upgradation & Expansion of Training to Women. Within the policy framework, Diversification and expansion of skill development at advance level of training is one of the constituents of Vocational Training cater to the training needs of instructors from ITIs/ ITCs, serving industrial workers in specialized and advanced skill areas, maintenance personnel from States / UTs respectively.

- (ii) **Building Equipment & Establishment of RVTIs:** The scheme envisages to provide vocational training to women through the 7 institutes covered under the scheme.
- (iii) **Project Implementation & Trade Testing in DGET H.Q.:** The vision of the scheme is to facilitate implementation, monitoring and evaluation of activities related to Centrally Sponsored Schemes for North Eastern States, upgradation of 100 ITIs as Centers of Excellence and other Central Sector schemes. It has also taken up new proposed scheme for upgradation of 400 ITIs through World Bank assistance as announced by Finance Minister's budget speech 2004-05. Therefore, Central Project Implementation Unit (CPIU) would continue to provide overall coordination with the State / UT Government on activities related to budgeting /controlling project finances, procurement of equipment, design /construction of buildings, coordinating training of staff, evaluating implementation performance and providing general administrative support. The proposal related to outsourcing (translation of question papers in regional languages) of trade testing and certification (Translation, printing and packing) has been taken up.

## VIII Autonomous Bodies

### VIII A Employees' Provident Fund Organization

46. The Employees' Provident fund Organization (EPFO) is a Social Security Organization, which came into existence under the provisions of The Employees' Provident Funds and Miscellaneous Provisions Act, 1052 [Act 19 of 1952] to provide for the institutions of provident funds, pension fund and deposit-linked insurance fund for employees in factories and other establishments. Presently EPFO is providing social security by way of monetary benefits to more than 8.87 crore members and effectively to more than 20 crore individual family members of the subscribers.

47. Organizational setup: The functioning of EPFO is administered by a tripartite body called Central Board of Trustees, consisting of the representatives from the Employers, Employees and Government. It has a network of about 133 field offices spread across the country.

48. **Major Schemes implemented by the organization are:**

- (i) **Employees' Provident Fund Scheme:** The Act is at present applicable to 187 industries / classes of establishment employing 20 or more persons. There is a provision for applying the Act on a voluntary basis with the mutual consent of the employer and the majority of the employees. The coverage under the three schemes is restricted to employees drawing wages not exceeding Rs. 6500/- per month. In this regard, the main functions of

the EPF Organization are to make the benefits available to all the eligible employees in the covered establishment in proper manner and at proper time; to secure from the employers compliance with the statutory provisions by ensuring prompt deposit of statutory dues and submission of returns; to maintain the accounts of the three schemes and of the subscribers; to grant advances to the subscribers from their credit in the E.P.F. for certain specification purposes in times of need; to keep each subscribers Informed about the amount at his credit in the Provident fund by furnishing to him every year a statement of provident fund account; and to settle accounts of the subscribers promptly in the event of death or on the cessation of membership.

- (ii) **Employees' Pension Scheme, 1995:** The Presidential ordinance regarding implementation of the Employees' Pension Scheme was issued on 17.10.1995. Accordingly, Central Government have notified on 16.11.1995, the Employees' Pension Scheme 1995 for extending the benefit of the workers/employees of the Private / Public sector establishments. The Employees' Pension fund is created by diverting 8.33 Percent of the employees' wages out of the employers share. The central Government also contributes at the rate of 1.16 percent of the employees' pay, who is member of the Employees' Pension Scheme, 1995. Under the employees' pension Scheme, there is provision for payment of Superannuation / Retirement / Short Service and Disablement Pensions to the subscribers. For the family, there is widow pension, monthly children pension, monthly orphan pension and pension to nominees. In addition, provision also exists for drawing a reduced Pension, before attaining the age of superannuation pension.
- (iii) **Employees' Deposit Linked Insurance Scheme, 1976:** The objectives of this Scheme is to provide an insurance cover to the members of the Provident Fund for death while in service, linking the cover to the deposits in the Provident Fund of the deceased members. This Scheme came into force from 01.08.1976 and applicable to the employees of all the factories/establishments to which EPF and MP Act, 1952 applies. Employer pay contribution to this Fund every month at a rate of 0.5 percent of the wages of employees, who are members of the Fund. The Fund is operated to pay the Assurance benefit under the EDLI Scheme, 1976, maximum benefit being Rs 1,30,000/-

#### **VIII B Employees' State Insurance Scheme**

49. The Employees' State Insurance Act, 1948 applies to all non-seasonal factories employing 10 or more persons. The provisions of the Act are being extended area-wise by stages. The Act contains an enabling provision under which the "appropriate government" is empowered to extend the provisions of the Act to other classes of establishment – industrial, commercial, agricultural or other-wise. Under these provisions, several State Governments have extended the provisions of the Act to shops, hotels, restaurants, cinemas including preview theatres, road motor transport undertakings, newspaper establishments, educational and medical institutions employing 10/20 or more employees. Nineteen State Governments have reduced the threshold of coverage of shops and other establishments to 10 or more persons. Employees of factories and establishments covered under Act drawing monthly wages

upto Rs.15000/- p.m. and Rs.25,000/-p.m for physically challenged employees are covered under the Scheme. The scheme provides medical care, cash benefits to the insured person during the contingencies such as sickness, maternity, employment injury and dependent benefit to the dependents of insured persons in case of death due to employment injury besides payment of funeral expenses of an Insured Person. The medical care including hospitalization facilities is also provided to members of the family of the Insured Persons. The Employees' State Insurance Scheme is financed by the employers' and employees' contribution. The rate of employers' share of contribution is 4.75% of the wages of the employees while the employees' share of contribution is 1.75% of their wages. The employees drawing wages upto Rs.100/- per day (w.e.f. 01/07/2011) are exempted from payment of their share of contribution. The expenditure on medical care is shared between the Employees' State Insurance Corporation and the State Governments in the ratio of 7: 1. The Corporation does not receive any financial assistance from the Central Government.

50. **Rajiv Gandhi Shramik Kalyan Yojna:** The ESI Corporation has introduced a scheme known as Rajiv Gandhi Shramik Kalyan Yojna (Unemployment Allowance Scheme) with effect from 01.04.2005 for the workers who have been in insurable employment for not less than 3 years and lose their job involuntarily due to retrenchment, closure of factories / establishments and permanent disability are eligible. Besides, a skill up-gradation scheme has also been introduced for the IPs/IWs who are in receipt of Unemployment Allowance Scheme and desirous of upgrading their skill. They are provided training at various Advanced Institutes located at different centers of the country.

51. **Modernization / Upgradation / Expansion of Hospitals:** It has been decided by the Corporation to modernize/upgrade/expand all ESI Hospitals in a phased manner and to bring them at par with private corporate Hospitals. The bench mark fixed is that all treatment (including diagnostic) is made available to insured Person in-house and he is referred outside only as an exception. To facilitate early sanction of equipments for ESI Hospitals, SSMCs/SMCs at state level have been delegated powers to sanction equipments upto Rs.25 lakhs per unit. Sophisticated equipments such as MRI/CT Scan etc are installed in few ESIC Hospitals.

52. **Establishment of Hospital Development Committees:** The ESI Corporation, at its meeting held on 08.07.2008, have decided to constitute Hospital Development Committee for all ESI Hospitals in the country with representation of all stakeholders to review and monitor the functioning of the Hospitals and take on the spot decisions for improving the functioning of the Hospitals. The committee has been given requisite executive and financial powers so that its decisions could be implemented.

53. **Super Specialty Treatment:** With effect from 01.08.2008 super specialty treatment expenditure is borne 100% by Employees' State Insurance Corporation outside the ceiling and the treatment is provided through tie up arrangement with private hospitals.

54. **Setting up of Institutions of medical Education:** The Employees' State Insurance Corporation has started its first medical college for under graduate course (MBBS) during the academic year 2012-13 in its hospital at Rajaji Nagar, Bangalore. During 2013-14 another three



colleges have been commissioned at KK Nagar, Tamil Nadu, Joka, West Bengal and Gulbarga, Karnataka. Letter of permission has been sought for five medical colleges at Coimbatore, Sanath Nagar, Mandi, Paripally and Faridabad for its commencement from the academic year 2014-15.

55. **Monitoring Mechanism:** A well-developed monitoring mechanism exists in the Corporation both for financial and physical target / outlay for various items of the work.

### VIII C Central Board of Workers Education

56. Central Board for Workers Education (CBWE) sponsored by the Ministry of Labour, Government of India, is a society established in 1958 with headquarters at Nagpur, to implement Workers Education Scheme at national, regional and unit/village levels. Board's training programmes cover workers from organized, unorganized, rural and informal sectors. Special programmes (MGNREGA) and skill Development initiatives as well as Supervisory and managerial cadres are also covered through joint educational programmes. The Board has a network of 50 Regional and 9 Sub-Regional Directorates spread throughout the country to implement the scheme at regional and unit /village levels. Out of 50 Regional Directorates, 8 are residential. The Six Zonal Directorates at Delhi, Kolkata, Mumbai, Chennai, Guwahati and Bhopal monitor the activities of the Regional and Sub-Regional Directorates within the Zones.

### VIII D VV Giri National Labour Institute

57. VV Giri National Labour Institute (VVGNI), an autonomous body of the Ministry of Labour, Government of India, set up in July 1974, is a premier Institute of Research, Training and Education in the area of Labour.

58. **Objectives and Mandate:** The Memorandum of Association spells out the activities which are essential to fulfill the objectives of the Institute as detailed below:

- (i) To undertake and assist in organizing training and educational programmes, seminars and workshops;
- (ii) To undertake, aid, promote and coordinate research on its own and in collaboration with other agencies both national and international;
- (iii) To establish wings for education, training and orientation, research, including action research, consultancy, and publication and other such activities as may be necessary for achieving the objectives of the society;
- (iv) To analyze specific problems encountered in the planning and implementation of labour and allied programmes and to suggest remedial measures;
- (v) To establish and maintain library and information services;
- (vi) To collaborate with other institutions and agencies in India and abroad which have similar objectives.

59. **Structure:** The General Council, the apex governing body of the Institute, with Union Labour & Employment Minister as its President lays down the broad policy parameters for the

functioning of the Institute. The Executive Council with Secretary (Labour & Employment) as Chairman monitors and guides the activities of the Institute. Both the General Council and the Executive Council are tripartite in nature and consists of members representing the government, trade union federations, employers' associations and also eminent scholars and practitioners in the field of labour. Director General of the Institute is the Principal Executive Officer and is responsible for management and administration of the Institute. Director General is aided in the day to day functioning by a faculty consisting of professionals representing a wide range of disciplines and supported by administrative staff.

**Annexure – I**

<b>LIST OF CENTRAL ACTS</b>	
<b>Serial Number</b>	<b>Name of the Act</b>
1.	The Employees State Insurance Act, 1948
2.	The Employees Provident Fund and Miscellaneous Provisions Act, 1952
3.	The Dock Workers (Safety, Health and Welfare ) Act, 1986
4.	The Mines Act, 1952
5.	The Iron Mines, Manganese Ore Mines and Chrome Ore Mines Labor Welfare (Cess) Act, 1976
6.	The Iron Mines, Manganese Ore Mines and Chrome Ore Mines Labor Welfare Fund Act, 1976
7.	The Mica Mines Labour Welfare Fund Act, 1946
8.	The Beedi Workers Welfare Cess Act. 1976
9.	The Limestone and Dolomite Mines Labour Welfare Fund Act. 1972
10.	The Cine Workers Welfare (Cess) Act, 1981
11.	The Beedi Workers Welfare fund Act,1976
12.	The Cine Workers Welfare fund Act,1981
13.	The Child Labour (Prohibition and Regulation) Act, 1986
14.	The Building and Other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996
15.	The Contract Labour (Regulation and Abolition) Act, 1970
16.	The Equal Remuneration Act, 1976
17.	The Industrial Disputes Act, 1947
18.	The Industrial Employment (Standing Orders) Act, 1946
19.	The Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979
20.	The Labour Laws (Exemption from Furnishing Returns and Maintaining Registers by Certain Establishments ) Act, 1988
21.	The Maternity Benefit Act, 1961
22.	The Minimum Wages Act, 1948
23.	The Payment of Bonus Act, 1965
24.	The Payment of Gratuity Act, 1972
25.	The Payment of Wages Act, 1936
26.	The Cine Workers and Cinema Theatre Workers (Regulation Of Employment) Act, 1981
27.	The Building and Other Construction Workers Cess Act, 1996
28.	The Apprentices Act, 1961
29.	The Factories Act, 1948
30.	The Motor Transport Act, 1961
31.	The Personal Injuries (Compensation Insurance) Act, 1963
32.	The Personal Injuries (Emergency Provisions) Act, 1962

33.	The Plantations Labours Act, 1926
34.	The Sales Promotion Employees (Conditions of service) Act, 1976
35.	The Trade Unions Act, 1926
36.	The Weekly Holidays Act, 1942
37.	The Working Journalists and Other Newspapers Employees (Conditions of Service and Miscellaneous Provisions Act, 1955
38.	The Children's (Pledging of Labour) Act, 1938
39.	The Workmen's Compensation Act, 1923 (now renamed as the Employees Compensation Act, 1923)
40.	The Employment Exchange (Compulsory Notification of Vacancies) Act, 1959
41.	The Bonded Labour system (Abolition) Act, 1976
42.	The Beedi and Cigar Workers (Conditions of Employment) Act, 1996
43.	The Employers Liability Act, 1938
44.	The Unorganized Workers Social Security Act, 2008