



ABSTRACT

Tamil Nadu Manual Workers (Regulation of Employment and Conditions of Work) Act, 1982 – Tamil Nadu Handicraft Workers Social Security and Welfare Scheme, 2006 – Notified.

LABOUR AND EMPLOYMENT (I1) DEPARTMENT

G.O.Ms.No. 83

Dated: 1.9.2006.

Read. -

1. From the Commissioner of Labour Letter No. Z3/32766/06
Dated: 17.6.2006.
2. G.O.Ms.No. 73 Labour and Employment Department Dated: 1.9.2006.

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ORDER:

The appended Notification shall be published in the Extraordinary issue of the Tamil Nadu Government Gazette, Dated the 1st September 2006.

2. The Secretary to Government, Tamil Development Culture and Religious Endowments (Translations) Department, Secretariat, Chennai-600 009 is requested to send the Tamil translation of the Notification to the Works Manger, Government Central Press, Chennai- 600 009.

3. The Works Manager, Government Central Press, Chennai is requested to send 100 copies of the Notification to the Government for reference and record. He is also requested to send 100 copies of the Notification to the Commissioner of Labour Chennai-6 direct.

(BY ORDER OF THE GOVERNOR)

RAMESH KUMAR KHANNA,
SECRETARY TO GOVERNMENT.

To

The Works Manager, Government Central Press, Chennai-79 for publication of the notification in the Tamil Nadu Government Gazette).

The Secretary to Government, Tamil Development (Translation) Department, Chennai-9.

The Commissioner of Labour, Chennai-600 006.

The Law Department, Chennai-600 009.

The Secretary, Tamil Nadu Manual Workers Welfare Board, No.8,
Valluvarkottam High Road, Chennai-600 034

The Secretary, Tamil Nadu Construction Workers Welfare Board, No.8,
Valluvarkottam High Road, Chennai-600 034.

Copy to:

The Tamil Nadu Legislative Assembly Secretariat, Chennai-600 009.

All District Collectors.

The Secretary to Chief Minister, Chennai-9

The Senior Personal Assistant to Minister for Labour, Chennai-9

The Personal Secretary to Secretary to Government, Labour and Employment
Department, Chennai-9.

SF/SC

//Forwarded/By Order//

SECTION OFFICER.

NOTIFICATION

In exercise of the powers conferred by section 4 read with section 3 of the Tamil Nadu Manual Workers (Regulation of Employment and Conditions of Work) Act, 1982 (Tamil Nadu Act 33 of 1982) and in supersession of the Labour and Employment Notification NO II (2)/LE/266(d-1)/2001, published at pages 1-17 of Part II - section 2 of the Tamil Nadu Government Gazette, Extraordinary Dated the 28th February 2001, the Governor of Tamil Nadu hereby makes the following Scheme for the scheduled employments under the said Act, in items 54, 59 and 60.

THE SCHEME

1. Short title, extent application and commencement. -
 - (1) This Scheme may be called the Tamil Nadu Handicraft Workers Social Security and Welfare Scheme, 2006.
 - (2) It extends to the whole of the State of Tamil Nadu.
 - (3) It shall apply to all manual workers engaged in vessels manufactory, sculpture including stone and other materials and handicrafts including articles manufactures from clay and paper pulp.
 - (4) It shall come into force on the 1st September 2006.
2. Definitions. - In this Scheme, unless the context otherwise requires. -
 - (a) "Act" means the Tamil Nadu Manual Workers (Regulation of Employment and Conditions of Work) Act, 1982 (Tamil Nadu Act 33 of 1982);
 - (b) "Board" means the Tamil Nadu Handicraft Workers Welfare Board established under section 6 of the Act ;
 - (c) "dependant" in relation to a registered manual worker means any of the relatives of such deceased workman as specified below. -
 - (i) Wife or husband as the case may be;
 - (ii) Children;
 - (iii) Widow and children of the pre-deceased son; and
 - (iv) Parents;
 - (d) "family" means-

- (i) in the case of male member, his wife, children whether married or unmarried, dependent parents and the widow and children of a deceased son of the member;
- (ii) in the case of a female member, her husband, children, dependant parents and the widow and children of a deceased son of the member;
- (e) "Form" means the form appended to this Scheme;
- (f) "Fund" means the Tamil Nadu Handicraft Workers Social Security and Welfare Fund established under the Scheme;
- (g) "manual worker" means any person who has completed 18 years of age but has not completed 60 years of age and who is engaged to do any manual work in the employment of vessels manufactory, sculpture including stone and other materials and handicrafts including articles manufactures from clay and paper pulp specified in items 54, 59 and 60 in the schedule to the Act;
- (h) "Secretary" means the Secretary of the Board appointed by the Government and includes any other officer put in charge of the Secretary;
- (i) "self employed person" means any person who has directly engaged himself in vessels manufactory, sculpture including stone and other materials and handicrafts including articles manufactures from clay and paper pulp for his livelihood;
- (j) Words and expressions used in this Scheme and not defined shall have the same meaning assigned to them in the Act.

3. Powers, duties and functions of the Board. - (1) Subject to the other provisions of the Act, the Board may take such measures, as it may consider necessary for implementing the Scheme.

(2) The Board shall—

- (a) maintain and administer the "Tamil Nadu Handicraft Workers Social Security and Welfare Fund" and collect the contributions towards that Fund;
- (b) subject to the provisions of the Scheme, any property vested with the Board shall be held and utilized by it only for the purpose of the Scheme;

- (c) have the authority to spend such sum, as it thinks fit for the purposes of the Scheme from out of the Fund;
 - (d) keep proper accounts for all receipts and expenses under the Scheme;
 - (e) submit annual budget to the Government for sanction;
 - (f) submit annual report to the Government on the working of the Scheme as laid down under sub-section (5) of section 8 of the Act;
 - (g) submit to the Government copies of all proceedings of the meetings of the board ;
 - (h) make all arrangements necessary for the annual audit of accounts of the Board in accordance with the instructions issued by the Government;
 - (i) furnish information to Government on such matters as the Government may refer to it from time to time.
- (3) The Board may—
- (a) accept deposits from persons, authorities or establishments on such conditions as it deems fit ;
 - (b) borrow money with the previous permission of the Government in order to augment the sources of funds;
 - (c) specify Forms, records, registers and statements if so required, in addition to such of those Forms, records, registers and statements appended to this Scheme, for the administration of the Scheme and revise any of such Forms, records, registers and also specify production of additional certificates, records along with such Forms, statement, etc.;
 - (d) make recommendations to the Government about modifications which are considered necessary in the Scheme.

4. Secretary of the Board. - (1) The Chief Executive Officer of the Board shall be the Secretary to the Board.

(2) The Secretary shall, with the approval of the Chairman of the Board issue notices to convene meetings of the Board and keep the record of minutes and shall take necessary steps for carrying out the decisions of the Board.

5. Appointment of Chief Executive Officer and other officers and staff. - (1) The Government may appoint an officer of the Labour Department not below the rank of a Labour Officer as the Chief Executive Officer of the Board.

(2) The Government may appoint a Chief Accounts Officer in the cadre of Under Secretary, Finance Department or an Accounts Officer from the Treasuries and accounts Department on foreign service terms and conditions.

(3) The Government may also appoint as many Officers as may be necessary on deputation from the Labour Department or from any other departments or undertakings or Corporations or Boards of the State Government or by direct recruitment as Executive Officers for the purpose of implementation of the Scheme.

(4) The Government may also appoint as many Inspectors and staff as may be necessary on deputation from Labour Department or from any other departments or undertakings or Corporations or Boards of the State Government or by direct recruitment for the purpose of implementation of the Scheme.

6. Chief Executive Officer of the Board, etc., to be public servants.—The Chief Executive Officer and other officers and staff of the Board appointed under this scheme shall be deemed to be public servants within the meaning of section 21 of the Indian Penal Code, 1860 (Central Act XLV of 1860).

7. Administrative and financial powers of the Chief Executive Officer.—(1) The Chief Executive Officer of the Board may without reference to the Board sanction expenditure on contingencies, services and purchase of articles subject to the limit up to which he may be authorized to sanction expenditure with such restrictions imposed by the Board with the approval of the Government.

(2) The Chief Executive Officer may also exercise such administrative and financial powers other than those specified in sub-clause (1) above, as may

be delegated to him from time to time by the Board with the approval of the Government.

8. Opening of district and local offices. - The Board may with the approval of the Government open district and local offices as it may consider necessary for the purpose of implementing the Scheme. It may also define the functions of such Offices.

9. Registration of manual workers. - (1) Any manual worker who has completed the age of 18 years but not completed 60 years, may register his name with the Board to become a member of the Scheme.

(2) Application for such registration shall be made in the Form-I appended to this Scheme together with a certificate of employment issued by any of the persons or officers specified below. -

(a) Employer of any manual worker.

(b) President or the General Secretary of a registered trade union of the employment concerned or any other office bearer of the said trade union authorized by the said President or General Secretary in writing in this behalf.

(c) Any officer not below the rank of an Assistant Inspector of Labour in the Labour Department or an officer not below the rank of an Assistant Inspector of Factories in the Department of Inspectorate of Factories.

(3) The registration under this clause is valid for a period of two years.

(4) Every registered manual worker whose name has been registered under this clause will be issued with an identity card in Form-II free of cost by the Board or district or local office.

(5) In case of loss of the identity card a duplicate identity card will be issued by the Board or district or local office on an application made by the registered manual worker concerned and on payment of twenty rupees.

(6) (a) Every registered manual worker shall furnish name, address, relationship of the nominee to whom the benefits shall be payable in the event of his death in the application.

(b) If a manual worker has a family at the time of making a nomination, the nomination shall be made in favour of one or more members of his family. Any nomination made by such employee in favour of a person who is not a member of his family shall be void.

(c) If at the time of making a nomination the manual worker has no family, the nomination may be made in favour of any person or persons.

(i) if the manual worker subsequently acquires a family such nomination shall forthwith become invalid and the manual worker shall make within ninety days of acquiring a family, a fresh nomination in favour of one or more members of his family.

(ii) if a nominee predeceases the manual worker, the interest of the nominee shall revert to the manual worker who shall make a fresh nomination in respect of such interest.

10. Suspension and cancellation of membership. - (1) The Executive Officer may, if he has any reasonable cause to believe that the membership and or benefit under this scheme has been secured by a registered manual worker by making any statement in relation to, any application or the registration, which is incorrect or false in any material particular or has contravened any of the provisions of the Act, or any rule or scheme framed under the Act, suspend such membership pending the completion of any enquiry against the holder of such membership.

(2) The Executive Officer may, if he is satisfied, after making such inquiry as he may think fit, that the holder of a membership has made a false or incorrect statement of the nature referred to in sub-clause (1), or has contravened any provision of the Act or any rule or scheme framed under the Act, cancel such membership:

Provided that no such membership shall be cancelled unless the holder thereof has been given a reasonable opportunity of showing cause against the proposed action.

(3) Every person whose membership has been cancelled shall forfeit all his claims under the Scheme.

(4) Any registered manual worker aggrieved by the orders passed by the authority referred to in sub-clause (2) is entitled to prefer an appeal to the Chief Executive Officer within thirty days from the date of receipt of such orders. The Chief executive Officer may, for valid reasons to be recorded in writing allow preference of appeal after a period of 30 days but not exceeding ninety days. On such preference of appeal the Chief Executive Officer shall dispose of the appeal within a period of three months from the date of filing of such appeal, after giving an opportunity to the aggrieved manual worker. The orders passed by the Chief Executive Officer shall be final.

11. Maintenance of registers.—(1) Every employer shall maintain a Register of Contribution in Form-III.

(2) Every employer shall maintain an Inspection Register in which the Inspector appointed for the purpose of the scheme may record his remarks regarding any defects that may come to light at the time of his inspections.

(3) The records relating to a calendar year shall be preserved until the end of the subsequent three years.

(4) The Board shall maintain a Register of Members in Form IV.

12. The Tamil Nadu Handicraft Workers Social Security and Welfare Fund. -

(1) There shall be constituted a fund called the “The Tamil Nadu Handicraft Workers Social Security and Welfare Fund” to which shall be credited. -

(a) all contributions received by the Board from the Government as grant;

(b) all contributions received by the Board under the Scheme;

(c) all moneys received by the Board by way of sale or disposal of Properties and other assets;

(d) interest on investments in securities and deposits and rents;

(e) all moneys received by way of interest charged for the delayed payment of contribution under clause 27 of the Scheme; and

(f) all moneys received by the Board in any other manner or from any other source.

(2) All moneys received by the Board and forming part of the Fund shall be kept in Current Account of any of the Nationalized Banks or any of the Co-operative Banks under the control and supervision of Tamil Nadu State Co-operative Bank or any other bank as may be specified by the Board from time to time. Such account shall be jointly operated by the Secretary of the Board and another Officer authorized by the Secretary of the Board.

13. Contributions. - (1) The contribution payable under this Scheme shall comprise the contribution payable to the Board by an employer (hereinafter referred to as the “employer’s contribution”), and the grant made to the Board by the Government, from time to time as contribution to the Fund which shall form part of the Fund.

(2) All remittances payable to the Fund shall be rounded off to the nearest rupee.

(3) Every employer shall pay to the Board a sum equivalent to 3% of the wages payable by him to the manual workers, employed by him, before the 15th day of every month by means of a demand draft drawn in favour of the “Secretary, Tamil Nadu Handicraft Workers Welfare Board”, Payable at Chennai accompanied by a statement in Form V.

14. Renewal of registration. - (1) Every manual worker whose name has been registered under clause 9, shall renew his registration before the expiry of the period of two years specified in that clause.

(2) A registered manual worker who fails to renew his registration shall cease to be member automatically. No specific orders on the cessation of membership need be issued under this provision.

(3) A registered manual worker whose membership ceased under sub-clause (2) may be re-admitted by the Executive Officer or any other officer authorized in this behalf by the Board.

(4) Notwithstanding his re-admission under sub-clause (3), he shall not be eligible to claim any benefits that may become due during the period of non renewal.

15. Intimation about change of employer, employment, place, etc. - Every registered manual worker who leaves or changes his service under an employer, or changes his scheduled employment to another, or migrates from one place to another place shall, within thirty days of such change intimate the Chief Executive Officer or any other officer authorized by the Chief Executive Officer in this behalf by a letter sent by registered post or delivered in person.

16. Utilisation of Fund. - (1) The Fund of the Scheme shall vest in and be held and applied by the Board as Trustees subject to the provisions and for the purposes of this Scheme.

(2) It shall be lawful for the Board to invest the moneys in any Government Financial Institutions, Co-operative Banks, Nationalised Banks, or Corporations authorized by the Government which offers the highest rate of interest as on the date of such investment.

17. Personal Accident Relief. - (1) All registered manual workers when met with the accident are eligible for Personal Accident Relief.

Explanation. - For the purpose of this clause "Accident" means any bodily injury or death or loss of limbs or loss of sight resulting solely and directly from accident arising out of and in the course of his employment but does not include any intentional self injury, suicide attempted suicide, injury caused while under the influence of intoxicating liquor or drugs or resulting from the

injured worker committing any breach of the Law or rules regulations or instructions applicable from time to time.

(2) The risk covered by the Scheme and the amount of compensation payable shall be as follows:

- (a) Death .. Rs.1,00,000
- (b) Loss of actual physical separation or total and irrecoverable loss of use of. -
- | | | |
|---|---|----------------|
| (i) both hands; or | } | .. Rs.1,00,000 |
| (ii) both feet; or | | |
| (iii) one hand and one foot; or | | |
| (iv) total and irrecoverable loss of sight in both eyes | | |
- (c) Loss of actual physical separation of or total and irrecoverable loss of use of. -
- | | | |
|---|---|--------------|
| (i) one hand; or | } | .. Rs.50,000 |
| (ii) one foot; or | | |
| (iii) total and irrecoverable loss of sight in one eye. | | |
- (d) Permanent total disablement from injuries other than those specified in items (b) and (c) above .. Rs.25,000
- (e) Permanent partial disablement as specified in column (1) of the Table appended hereunder At the rate the specified in the corresponding Entry in column (2) of the Table below

TABLE

Nature of disablement (1)	Compensation in percentage (to be applied on Rs.1,00,000/-) (2)	PERCENT
1. Loss of toes	All	20
	Great both phalanges	5
	Great One phalanx	2
	Other than great, If	1
	More than one toe lost each	
2. Loss of hearing	Both ears	50
3. Loss of hearing	one ear	15
4. Loss of four fingers and thumb of one hand		40
5. Loss of four fingers		35
6. Loss of thumb	Both Phalanges	25
7. Loss of index finger	Three Phalanges	10
	Two Phalanges	8
	One Phalanx	4
8. Loss of middle finger	Three Phalanges	6
	Two Phalanges	4
	One Phalanx	2

9. Loss of ring finger	Three Phalanges	5
	Two Phalanges	4
	One Phalanx	2
10. Loss of little finger	Three Phalanges	4
	Two Phalanges	3
	One Phalanx	2
11. Loss of Metacarpal 1 st or 2 nd 3 rd 4 th or 5 th	(additional)	3
	(additional)	2
12. Any other Permanent Partial disablement		Percentage as assessed by the Doctor

(3) Claim. - (a) Immediately upon the happening of any accident while in pursuit of his employment resulting in death or loss of limbs or loss of sight, the employer shall send a report to the Board and to the Police in Form VI, within three days of such occurrence of the accident. In any other case the report of the accident may be sent to the Board either by the injured worker or the nominee of the deceased worker or a representative of a trade union of the employment concerned. The Board shall investigate the accident occurred, in the work place either on the report of the accident received from the employer or the injured worker or the nominee of the deceased worker or a representative of a trade union of the employment concerned.

(b) In the case of injury or loss of limbs or loss of eyesight specified in items (b) to (e) of sub-clause (3), the claim shall be made by the registered manual workers concerned, in the event of death of a registered manual workers, the claim shall be made by his nominee in Form VII.

(c) In case of death of a registered manual worker due to accident death certificate and post-mortem certificate issued by an authority who is competent to issue such certificate shall be produced by the claimant. If there is delay for more than thirty days in getting the post-mortem certificate, the certificate given by the Tahsildar in this regard shall be produced.

(d) In case of loss of limbs or loss of eyesight or, partial disablement due to accident, the claimant should produce a medical certificate issued by a medical officer not below the rank of a Civil Assistant Surgeon.

(e) The Board or any Officer authorised in this behalf shall after due verification, sanction the compensation to the claimant.

18. Pension Scheme. - (1) Eligibility. – Every registered manual worker who has completed 60 years of age is eligible for pension, if he has continued as such worker for a continuous period of not less than five years:

Provided that a manual worker who has not completed 60 years of age but registered with the Board for a continuous period of five years is also eligible for pension if he has become disabled due to sickness and incapacitated from normal work.

(2) Claim. - (a) Every registered manual worker who is eligible for pension under sub-clause (1) shall apply to the Board in Form VIII & VIII-A as applicable:

Provided that a disabled manual worker who is eligible for pension under the proviso to sub-clause (1) shall produce to the Board a certificate of proof of his disability issued by a Medical Officer not below the rank of a Civil Surgeon.

(b) The Board shall examine every application for pension in accordance with the provisions of this clause and may accept or reject the claim. The decision of the Board shall be final:

Provided that the Board shall, before rejecting a claim for pension, give the applicant a reasonable opportunity of making his representation.

(3) Amount of pension. - The quantum of pension shall be Rs. 300/- (Rupees three hundred only).

19. Assistance to meet the funeral expenses of a registered manual worker. -

(1) If a registered manual worker dies, the Secretary or any other officer authorised in this behalf by the Board, shall sanction a sum of Rs.2,000 (Rupees two thousand only) to the nominee of the deceased registered manual worker to meet the funeral expenses of the deceased registered manual worker.

(2) The application for claiming the amount specified in sub-clause (1) shall be in Form IX and shall be accompanied by the death certificate of the deceased registered manual worker and the original identity card issued by the Board to the deceased worker.

20. Assistance on the natural death of a registered manual worker. - (1) If registered manual worker dies naturally, the Secretary or any other Officer authorized in this behalf by the Board, shall pay a sum of Rs.15,000/- (Rupees fifteen thousand only) to the nominee of the deceased registered manual worker.

(2) The application for claiming the amount specified in sub-clause (1) shall be in Form- IX and shall be accompanied by the death certificate of the deceased registered manual worker and the original identity card issued to the deceased worker.

21. Assistance for education of the son or daughter of a registered manual worker. - (1) The Secretary or any other officer authorized in his behalf by the Board, may on an application from a registered manual worker, sanction. -

(a)(i) if the daughter of the applicant is studying in 10th Standard or its equivalent, a sum of Rs.1,000/- (Rupees one thousand only);

(ii) if the son or daughter of the applicant had passed the 10th standard examination or its equivalent, a sum of Rs.1,000/- (Rupees one thousand only);

(b) if the daughter of the applicant is studying in +1 standard, a sum of Rs.1,000/- (Rupees one thousand only);

(c) (i) if the daughter of the applicant is studying in +2 standard or its equivalent, a sum of Rs.1,500/- (Rupees one thousand and five hundred only);

(ii) if the son or daughter of the applicant had passed the +2 examination or its equivalent, a sum of Rs.1,500/- (Rupees one thousand and five hundred only);

(d) (i) If the son or daughter of the applicant is studying in regular bachelor degree course, for every academic year of the course, an assistance of Rs.1500/- (Rupees one thousand five hundred only):

Provided that if such son or daughter studying the course is staying in the hostel, the assistance shall be Rs.1,750/- (Rupees one thousand seven hundred and fifty only);

(ii) if the son or daughter of the applicant is studying in regular post-graduate course, for every academic year of the course, an assistance of Rs.2,000/- (Rupees two thousand only):

Provided that if such son or daughter studying the course is staying in the hostel, the assistance shall be Rs.3,000/- (Rupees three thousand only);

(e) (i) if the son or daughter of the applicant is studying a Professional course in Law or Engineering or Medical or Veterinary Science or allied Courses, for every academic year of the course, an assistance of Rs.2,000/- (Rupees two thousand only):

Provided that if such son or daughter studying the course is staying in the hostel, the assistance shall be Rs.4,000/- (Rupees four thousand only)

(ii) If the son or daughter of applicant is studying a post-graduate professional course, for every academic year of the course, an assistance of Rs.4,000/- (Rupees four thousand only):

Provided that if such son or daughter studying the course is staying in the hostel, the assistance shall be Rs.6,000/- (Rupees six thousand only).

(f) If the son or daughter of the applicant is studying Industrial Training Institute or Polytechnic Course, for every academic year of the Course, an assistance of Rs.1,000/- (Rupees one thousand only):

Provided that if such son or daughter studying the course is staying in the hostel, the assistance shall be Rs.1,200/- (Rupees one thousand two hundred only).

(2) The amount shall be sanctioned only if the following conditions are fulfilled, namely. -

(a) only two children of a registered manual worker shall be given this assistance; and

(b) the registered manual worker shall have no dues payable to the Board.

(3) The application for assistance specified in item (a)(ii) and (c)(ii) of sub-clause (1) shall be in Form X , for assistance specified in item (a)(i), (b) and (c)(i) of sub-clause (1) shall be in Form XI and for assistance specified in item (d), (e) and (f) of sub-clause (1) shall be in Form XII.

(4) Where both husband and wife have applied for assistance under this clause, one of them alone shall be eligible for such assistance.

22. Assistance for marriage. - (1) The Secretary or any other Officer authorised in this behalf by the Board, shall on an application from a registered manual worker, sanction a sum of Rs.2,000/- (Rupees two thousand only) as assistance to meet the marriage expenses of the applicant or his son or daughter.

(2) The amount shall be sanctioned only if the following conditions are fulfilled, namely. -

(a) the family of a registered manual worker can avail this assistance only twice;

(b) the registered manual worker shall have no dues payable to the Board;

(c) the registered manual worker shall have attained the age prescribed by law for marriage; and

(d) the person for whose marriage the assistance is sought shall have attained the age prescribed by Law for marriage.

(3) Where both husband and wife have applied for assistance to the marriage of his son or daughter under this clause, one of them alone shall be eligible for this assistance.

(4) The application for assistance under this clause shall be in Form-XIII.

23. Assistance for delivery or the miscarriage of pregnancy or the termination of pregnancy by registered female manual worker. - (1) The Secretary or any other officer authorized in this behalf by the Board shall on an application from a registered female manual worker, sanction assistance as follows:-

- | | | | |
|-------|-------------|---|--|
| (i) | Delivery | - | Rs. 6,000/- (@ Rs.1,000/- per month for six months). |
| (ii) | Miscarriage | - | Rs. 3,000/-. |
| (iii) | Termination | - | Rs. 3,000/- |

(2) The amount shall be sanctioned, only if the following conditions are fulfilled, namely:-

(a) registered female manual worker can get this assistance only twice;

(b) registered female manual worker shall have no dues payable to the Board; and

(c) registered female manual worker shall not be given this assistance if she already has two children.

(3) The application for claiming the amount specified in sub-clause (1) shall be in Form XIV.

24. Assistance for purchase of spectacles by a registered manual worker.-

(1) The Secretary or any other officer authorised in this behalf by the Board, shall on an application in Form XV from a registered manual worker, sanction a sum not exceeding Rs.500/- (Rupees five hundred only) as an assistance towards reimbursement of cost of spectacles.

(2) The assistance shall be restricted to two thousand registered manual workers per year on "First come – First serve" basis. For the purpose of this sub-clause the applications with full particulars and documents as required in Form XV shall be taken up for consideration.

(3) The amount shall be sanctioned only if the following conditions are fulfilled, namely. -

(a) This assistance shall be given to a registered manual worker only once.

(b) The registered manual worker applying for assistance shall have no dues payable to the Board.

25. Eligibility to avail the benefits. - A registered manual worker will be eligible to avail the benefits under this Scheme only if he has not availed similar benefits of any other Schemes of the Government.

26. Penalty. - (1) If any employer who, for the purpose of avoiding any payment to be made by him under the Act or under this scheme or if any person who, for the purpose of enabling an employer to avoid such payment, knowingly makes or causes to be made any false statement or false representation shall be punishable with fine which may extend to five hundred

rupees or with imprisonment for such term which shall not exceed three months and for the second or subsequent offence with fine which may extend to one thousand rupees or with imprisonment which shall not exceed a term of six months.

(2) If an employer who contravenes or makes default in complying with any of the provisions of this scheme shall for such contravention or non-compliance, be punishable with fine which may extend to five hundred rupees or with imprisonment for such term which shall not exceed three months and for the second or subsequent offence, with fine which may extend to one thousand rupees or with imprisonment which shall not exceed a term of six months.

27. Mode of recovery of amount from employers. - Any amount due from the employer in pursuance of the scheme shall, without prejudice to any other mode of recovery, be recoverable on behalf of the Board as an arrear of land revenue together with interest at such rate as may be notified by the Government.

28. Power to remove difficulties. - If in the opinion of the Board any difficulty or doubt arises as to the Interpretation of any of the provisions of the Scheme or in the implementation of the Scheme, the Board shall refer the question to the Government and the decision of the Government shall be final and binding.

29. Construction of reference to the registration, contribution etc. under the Tamil Nadu Manual Workers Social Security and Welfare Scheme, 2001.- The contribution made by any manual worker and the contribution made by an employer after registration and the consequential benefits accrued to any manual worker under the Tamil Nadu Manual Workers Social Security and Welfare Scheme, 2001 shall be construed as contribution made and the benefits accrued under this Scheme.

FORM – 1
[See clause 9(2)]
APPLICATION FOR REGISTRATION

Registration No.....
 (To be filled in by office)

Affix Passport size photograph

1. Name of the Worker :

2. Name of the Father/Husband :

3. Date of birth :
 (Enclose evidence to prove age) Day Month Year

4. Marital Status :
 (Whether married, unmarried, widow/widower) :

5. Permanent address :

6. Present address :

7. State whether self-employed or employed :

8. If employed, furnish the name and address of the establishment and also the name and address of the employer/Contractor :

9. Nature of work :

10. No. of years engaged in the employment as on the date of application :

11. Particulars of the members of the family

Sl. No.	Name	Age	Relationship	Marital status
(1)	(2)	(3)	(4)	(5)

12. (a) Whether the wife/husband is employed ? :
 (b) If so furnish details

13. Nomination :

Name and address of the nominee/Nominees	Nominees Relationship with the worker	Age of the nominee	Percentage of amount to be paid to each nominee
(1)	(2)	(3)	(4)

Signature or left hand thumb Impression of the Manual Worker.

CERTIFICATE OF EMPLOYMENT

Certified that the particulars furnished by the worker in the application for registration are true to the best of my knowledge and belief.

Place:

Date:

Signature and name of the person/Officer
 issuing the Certificate *

*Strike off whichever is not necessary.

FORM – II
[See clause 9(4)]

IDENTITY CARD

TAMIL NADU -----WELFARE BOARD



LABOUR STATUE

IDENTITY CARD

-2-

SCHEME ASSISTANCES OF THE BOARD

	Rs.
1. Accident Insurance Scheme	
a) Accidental Death	1,00,000/-
b) Accidental Disability	- Based on Extent of Disability

2. Natural Death Assistance	- 15,000/-

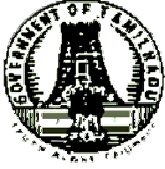
3. Funeral Expenses Assistance	- 2,000/-

4. Educational Assistance :-	
a) Girl Children Studying 10th	- 1,000/-
b) 10th Passed	- 1,000/-
c) Girl Children Studying 10th	- 1,000/-
d) Girl Children Studying 12th	- 1,500/-
e) 12th Passed	- 1,500/-
f) Regular Degree Course	- 1,500/-
With Hostel Facility	- 1,750/-
g) Regular Post Graduate Course	- 2,000/-
With Hostel Facility	- 3,000/-
h) Professional Degree Course	- 2,000/-
With Hostel Facility	- 4,000/-
i) Professional PG Course	- 4,000/-
With Hostel Facility	- 6,000/-
j) I.T.I or Polytechnic Course	- 1,000/-
With Hostel Facility	- 1,200/-

5. Marriage Assistance	- 2,000/-

6. Maternity Assistance	- 6,000/-

7. Reimbursement of Cost of Spectacles	upto 500/-
8. Pension	- 300/-



Tamil Nadu Welfare Board

Registration No.

Date :

- 1. Name :
- 2. Father/Husband :
- 3. Date of Birth/Age :
- 4. Employment :



5. Permanent Address : -4-

6. Present Address :

7. Marital Status :

8. Details of nominees :

9. Registration Number if
Member of Trade Union :

Registration should be renewed before

Signature of the worker

Signature of the Officer

-5-

Details of Scheme Assistance provided to the worker

Sl. No.	Name of the Assistance provided	Name of the Beneficiary	File No. & Date	Amount distributed	Signature of the Officer

-6-

Renewal Details

Date of renewal	Receipt No. and Date	Next Renewal date	Signature of the Renewing Officer with Seal

-7-

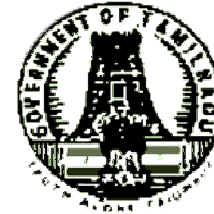
General Instructions

- The Registering individual should have completed 18 years of age and below 60 years of age.
- No Registration/Renewal Fee.
- Registration should be renewed once in two years.
- In case of loss of Identity Card, Duplicate Identity Card may be collected from the Assistant Inspector of Labour by remitting Rs.20/-.
- In case of change of Residence new address should be intimated to the Board.
- After Marriage of the Worker, application should be made to the Board for change of nominee in the Original Registration Application Form.
- In the event of death of the Worker, the Original Identity Card should be surrendered to the Board along with the application for Natural Death Assistance.
- The Original Identity Card should be enclosed along with the Claim application each time when the Assistance is sought for.

-8-

UZHAIPPOM

UYARVOM



8, Valluvar Kottam High Road, Nungambakkam,

Chennai-600 034

Phone : 2823 2129

FORM-III
[See clause 11 (1)]

1. Name and address of the Employer :

2. Name of the Establishment :

REGISTER OF CONTRIBUTION

Name of Particulars the No. worker name Bank (1)	Registration No. (2)	Nature of employment (3)	Wages earned during the month (4)	Total Wages (5)	Employers Contribution made to the Board (6)	of D.D. date and of the (7)
--	----------------------------	-----------------------------------	--	-----------------------	--	--------------------------------------

FORM-V
[See clause 13 (3)]

1. Name and Address :

2. Name of the Establishment :

STATEMENT OF CONTRIBUTION

Sl. No. of D.D. Date of Bank	Name of the work	Registration No.	Nature of employment	Wages earned during the month	Total Wages	Employers Contribution made to the Board	of (No., Name the
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
<hr/>							
<hr/>							

FORM-VI
[See clause 17(3) (a)]
ACCIDENT INTIMATION FORM

To
The Secretary,
.....
.....

To
The Inspector /Sub-Inspector of Police

Sir,

Thiru/Thirumathi/Selvi/Selvan son of/wife of/daughter of
Employed in the work place at has suffered loss of
limbs/loss of eye-sight/total disablement/partial injury/death due to accident.

(Signature of the Employer)
Address:

Date :
worker/Nominee/
Union.

Signature of the
Representative of a Trade

FORM – VII
[See clause 17(3)(b)]

CLAIM FORM

To

The Secretary.

.....

- | | | |
|----|--|---|
| 1. | Name of the Worker | : |
| | Address | : |
| | Age | : |
| | Occupation | : |
| 2. | Area | : |
| | Place | : |
| | Taluk | : |
| | District | : |
| 3. | Name of the claimant | : |
| 4. | Relationship with the injured member | : |
| 5. | Whether the member himself/herself
of his/her nominee | : |
| 6. | Date and time of accident | : |
| 7. | Place of accident | : |
| | (a) at the work place | : |
| | (b) outside the work place | : |
| 8. | Whether the accident resulted in death/
loss of limb/loss of eye sight/partial injury | : |
| 9. | Date and time of death (with documents
specified in the scheme) | : |

Place :

Date :

Signature

(Manual Worker/Nominee)

FORM – VIII
[See clause 18(2)]

APPLICATION FOR PENSION

To
 The Secretary,
 Tamil Nadu _____ Welfare Board,
 8, Valluvar Kottam High Road,
 Nunagambakkam,
 Chennai-600 034.

Passport Size photograph duly signed
--

Sir,

Sub: Application for Sanction of Pension

1. Name of the Applicant :
2. Address in full (to which pension is to be sent) (with PIN code) :
3. Registration No. and date (Original Identity Card should be enclosed) :
4. Age and Date of completion of 60 years of age :
5. Date of Completion of continuous period of five years as registered worker of the Board :
6. Whether the Registration has been renewed regularly without any default? If so, details may be furnished :

Sl. No.	Cash Receipt No. and Date	Amount Rs.	Period of Validity of Registration/Renewal	
			From	To

(Original Receipt for Registration and last renewal to be enclosed)

- 7. Whether the applicant has become disabled due to sickness and incapacitated from normal work? (If so a Certificate by a Medical Officer not below the rank of Civil Surgeon under his name and seal should be enclosed in original) :

- 8. Whether in receipt of any other Pension? If so, furnish complete details :

DECLARATION

I hereby certify that the facts mentioned above are true to the best of my knowledge and information. I am not a registered worker of any other Board.

Place: Signature/Thumb impression
Date: Name :

Note : 1. Besides the photograph affixed above another passport size photograph should be enclosed with the application.
2. Incomplete applications will not be considered.

FORM – VIII-A
[See clause 18(2)]

APPLICATION FOR DISABILITY PENSION

To
 The Secretary,
 Tamil Nadu _____ Welfare Board,
 8, Valluvar Kottam High Road,
 Nunagambakkam,
 Chennai-600 034.

Passport Size
 photograph
 duly signed

Sir,

Sub: Application for Sanction of Disability Pension

1. Name of the Applicant :
2. Address in full (to which pension is to be sent) (with PIN code) :
3. Registration No. and date (Original Identity Card should be enclosed) :
4. Age and Date of completion of 60 years of age :
5. Date of Completion of continuous period of five years as registered worker of the Board :
6. Whether the Registration has been renewed regularly without any default? If so, details may be furnished :

Sl. No.	Cash Receipt No. and Date	Amount Rs.	Period of Validity of Registration/Renewal	
			From	To

(Original Receipt for Registration and last renewal to be enclosed)

7. Whether the applicant has become disabled due to sickness and incapacitated from normal work? (If so a Certificate by a Medical Officer not below the rank of Civil Surgeon under his name and seal should be enclosed in original) :

8. Whether in receipt of any other Pension? If so, furnish complete details :

DECLARATION

I hereby certify that the facts mentioned above are true to the best of my knowledge and information. I am not a registered worker of any other Board.

Place: Signature/Thumb impression

Date: Name :

-
- Note : 1. Besides the photograph affixed above another passport size photograph should be enclosed with the application.
2. Incomplete applications will not be considered.

FORM – IX**[See clause 19(2) and 20(2)]****APPLICATION FOR GRANT OF FUNERAL EXPENSES/
NATURAL DEATH ASSISTANCE**To
The Secretary......
Chennai.

1. Name of the Registered Manual Worker
2. Address
3. Age
4. Nature of work
5. Registration number and date
(Original Identity card shall be enclosed).
6. (a) Place of death
(b) Date of death
(c) Cause of death
(Death Certificate shall be enclosed)
7. (a) Name of the applicant
(b) Age of the applicant
(c) Address of the applicant
(d) Relationship of the applicant to the deceased
registered manual worker

Place :

Date :

Signature of the applicant.

CERTIFICATE

I hereby certify that the above particulars are correct.

Place :

Members,Tamil Nadu
.....Welfare Board
President/Secretary of the Registered Trade Union
of the Employment concerned.**SANCTION**I hereby sanction a sum of Rs.2,000/- (Rupees two thousand only)/Rs.15,000/-
(Rupees fifteen thousand only) to the applicant for the funeral expenses/natural death
assistance of the deceased registered manual worker Thiru/Thirumathi/

Secretary.

Place :

Tamil Nadu Handicraft Workers Welfare Board or any
other Officer authorised in this behalf by the Board.

Date:

FORM – X
[See clause 21(3)]

APPLICATION FOR EDUCATIONAL ASSISTANCE

1. Name of the registered manual worker.
2. Registration Number (Attested Xerox Copy of identity card to be enclosed).
3. (a) Permanent address
(b) Present address
4. Details of son or daughter of the registered manual worker . -

Serial No.	Name	Age
5. Details of the son or daughter for whom educational assistance is sought . -

<i>Serial No.</i>	<i>Name</i>	<i>Date of Birth</i>	<i>Examination</i>	<i>Name of the School</i>

(Attested Xerox copy of the mark-sheet shall be enclosed)

Signature of the Registered Manual Worker.

CERTIFICATE

I hereby certify that the above particulars are correct.

Place : Members,Tamil Nadu
.....Welfare Board
Date : President/Secretary of the Registered Trade Union
of the Employment concerned.

SANCTION

I hereby sanction a sum of Rs.1,000/- (Rupees One thousand only) *Rs.1,500/- (Rupees One thousand five hundred only) to the claimant as educational assistance.

Secretary,
Tamil Nadu Handicraft Workers Welfare Board or any
other Officer authorised in this behalf by the Board.

Place :
Date:

* Strike out whichever is not applicable.

FORM-XI
[See clause 21(3)]
APPLICATION FOR EDUCATIONAL ASSISTANCE

1. Name of the Registered Manual Worker.
2. Registration Number (Attested Xerox Copy of Identity card to be enclosed).
3. (a) Permanent address
(b) Present address
4. Details of family members of the registered manual worker . -

Serial No.	Name	Age
------------	------	-----

5. Details of the daughter for whom educational assistance is sought . -

<i>Serial No.</i>	<i>Name</i>	<i>Date of Birth</i>	<i>Std. in which</i>	<i>Name of the</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>Studying</i>	<i>5</i>
			<i>4</i>	

(A Certificate from the Head Master/Principal of the School to the effect that the daughter of the registered manual worker is studying the course should be enclosed)

Signature of the Registered Manual Worker.

CERTIFICATE

I hereby certify that the above particulars are correct.

Place : Members,Tamil Nadu
Welfare Board
 Date : President/Secretary of the Registered Trade Union
 of the Employment concerned.

SANCTION

I hereby sanction a sum of Rs.1,000/- (Rupees One thousand only) *Rs.1,500/- (Rupees One thousand five hundred only) to the claimant as educational assistance.

Secretary,
 Place : Tamil Nadu Handicraft Workers Welfare Board or
 any other Officer authorised in this behalf by the
 Date: Board.

* Strike out whichever is not applicable.

FORM-XII
[See clause 21(3)]

APPLICATION FOR EDUCATIONAL ASSISTANCE

1. Name of the Registered Manual Worker.
2. Registration Number (Attested Xerox Copy of Identity card to be enclosed).
3. (a) Permanent address
(b) Present address
4. Details of family members of the registered manual worker . -

Serial No.	Name	Age
------------	------	-----
5. Details of the son or daughter for whom educational assistance is sought . -

<i>Serial No.</i>	<i>Name</i>	<i>Date of Birth</i>	<i>Name of the College/</i>	<i>Duration of Course</i>	<i>Duration of Course</i>	<i>Name of the Institution</i>
1	2	3	4	5	6	6

(A Certificate from the Head Master/Principal of the College/Institution to the effect that the son or daughter of the registered manual worker is studying the course should be enclosed)

Signature of the Registered Manual Worker.

CERTIFICATE

I hereby certify that the above particulars are correct.

Place : Members,Tamil Nadu
 Date :Welfare Board
 President/Secretary of the Registered Trade Union
 of the Employment concerned.

SANCTION

I hereby sanction a sum of Rs. (Rupees only) *Rs. /-
 (Rupees only) as educational assistance.

Place : Secretary,
 Tamil Nadu Handicraft Workers Welfare Board or
 any other Officer authorised in this behalf by the
 Date: Board.

* Strike out whichever is not applicable.

FORM – XIII
[See clause 22(4)]

APPLICATION FOR PAYMENT OF MARRIAGE ASSISTANCE

1. Name of the registered manual worker.
2. Registration Number (Attested Xerox Copy of identity card to be enclosed).
3. (a) Permanent address
(b) Present address
4. (a) Particulars of the members of the family of the registered manual worker . -

Serial No.	Name	Age	Marital Status
1	2	3	4

(b) Name of the person for whose marriage the assistance is sought and his relationship to the manual worker:

(c) Names of the couple :

(d) Date and place of marriage (Marriage invitation to be enclosed) :

(e) Has marriage assistance under clause 21 of the scheme been availed earlier; if so, furnish details:

Signature of the Registered Manual Worker.

CERTIFICATE

I hereby certify that the marriage of Selvan/Selvi son/daughter of with Selvan/Selvi son./daughter of Will take place on at

.....

Place : Members,Tamil Nadu

Date :Welfare Board
President/Secretary of the Registered Trade Union
of the Employment concerned.

SANCTION

I hereby sanction a sum of Rs.2,000/- (Rupees two thousand only) to the registered manual worker.

Secretary,
Tamil Nadu Handicraft Workers Welfare Board or any
other Officer authorized in this behalf by the Board.

Date:

* Strike out whichever is not applicable.

FORM – XIV
[See clause 23(3)]

**APPLICATION FOR PAYMENT OF ASSISTANCE AT THE TIME OF DELIVERY OF
A CHILD OR MISCARRIAGE OF PREGNANCY OR TERMINATION OF
PREGNANCY BY A REGISTERED FEMALE MANUAL WORKER**

1. Name of the registered female manual worker.
2. Registration Number (Attested Xerox Copy of identity card to be enclosed).
3. (a) Permanent address
(b) Present address
4. (a) Particulars of the son or daughters of the registered female manual worker . -

Serial No.	Name	Sex	Age	Date of Birth
1	2	3	4	5
5. The particulars of the son or daughter for whose birth the assistance is sought (Certificate of birth shall be enclosed)
6. In case of miscarriage of pregnancy or termination of pregnancy, a certificate from the registered Medical Practitioner, regarding the miscarriage or termination of pregnancy shall be enclosed. :
7. Has this assistance under clause 22(2) (a) of the Scheme been availed previously. If so, furnish details. :

Signature of the Registered Manual Worker.

CERTIFICATE

I hereby certify that the above particulars are correct.

Place : Members,Tamil Nadu
.....Welfare Board
Date : President/Secretary of the Registered Trade Union
of the Employment concerned.

SANCTION

I hereby sanction a sum of Rs.6,000/- (Rupees Six Thousand only) at Rs.1000/- per month for six months / Rs.3000/- (Rupees Three Thousand only) to the registered female manual worker as Assistance for delivery of a child*/for the miscarriage of the pregnancy*/for the termination of the pregnancy*.

Secretary,
Tamil Nadu Handicraft Workers Welfare Board or any
other Officer authorised in this behalf by the Board.

Date:

*Strike out whichever is not possible.

FORM – XV
[See clause 24(3)]

**APPLICATION FOR PAYMENT OF ASSISTANCE FOR
PURCHASE OF SPECTACLES**

1. Name of the Registered Manual Worker.
2. Registration Number (Attested Xerox Copy of identity card to be enclosed).
3. (a) Permanent address
(b) Present address
4. Whether the Registered Manual Worker has renewed his registration, if so, the date of renewal :
5. Whether certificate issued by a Registered Ophthalmist is enclosed in original:
6. Whether cash bill is enclosed in original :

Signature of the Registered Manual Worker.

CERTIFICATE

I hereby certify that the above particulars are correct.

Place : Members,Tamil Nadu
Welfare Board
 Date : President/Secretary of the Registered Trade Union
 of the Employment concerned.

SANCTION

I hereby sanction a sum of Rs. (Rupees only) to the registered manual worker as Assistance for purchase of Spectacles.

Secretary,
 Place : Tamil Nadu Handicraft Workers Welfare Board or
 any other Officer authorised in this behalf by the
 Board.
 Date: