

Following documents required during inspection of factory :

1. Factory License.
2. Approved Plans of the factory.
3. List of finished Products&It should be serially mentioned along with details of raw materials, process description and critical proces parameters etc, via Finished product Name, Raw materials Names along with M.S.D.S.
4. Inspection Book Form-31
5. Certificate of Stability - Form 1A
6. Healths register. Form 7
7. Register of Accidents and dangerous occurrences -. Form 30
8. Reports of examination of Pressure Plant/Vessels- Form 13 and Lifting Tackles/machinery - Form 11
9. Register (of Adult Workers) (for regular and contract) - Form 17
10. Safety Committee details.
11. Canteen Committee details.
12. On-site Emergency Plan.
13. Mock Drills Report.
14. Leave with wages Register - Form 20
15. Status of Annual Returns submitted.
16. Safety Audit conducted and compliance report of recommendations.
17. Status of Welfare officer.
18. Status of Safety officer
19. Status of Medical officer
20. Status of Canteen Facility.
21. Over Time Record.
22. Noise Level survey Report.
23. Details of fire fighting arrangement.
24. Details of Occupational Health Centre.
25. If covered under Major Accident Hazard (M.A.H.), compliance report of the Maharashtra Factories Control of Industrial Major Accident Hazards Rules, 2003.
26. List of antidotes available in occupational Health Centre.