CHAPTER – 3

POWERS AND DUTIES OF THE OFFICERS

3.1. COMMISSIONER OF LABOUR:-

The Commissioner of Labour is the Head of Department and functions as Ex-Officio Additional Secretary to Government. He also functions as the Chief Inspector of Factories and Boilers, Chief Conciliation Officer, Registrar of Trade Unions, Director of Employment and Training, State Apprenticeship Advisor, Certifying Officer under the Standing Orders Act, Commissioner for Workmen's Compensation etc.

He is assisted (1) on the Labour side by the Deputy Labour Commissioner (Ex-Officio Under Secretary to Government) who also functions as Authority under the Payment of Wages Act, Appellate Authority under the Payment of Gratuity Act, Registering Officer under the Contract Labour (Regulation and Abolition) Act, Addl. Commissioner under the Workmen's Compensation Act, Conciliation Officer under Industrial Disputes Act and also by the Labour Officer (Conciliation), Puducherry, Labour Officer (Enforcement) Puducherry, Labour Officer, Karaikal and Assistant Inspectors of Labour, Mahe/Yanam; (2) On the enforcement of Industrial Safety Laws, by the Joint Chief Inspector of Factories, Inspector of Factories, Inspector of Boilers and Medical Inspector of Factories; (3) On the employment side by the Assistant Director (Employment & Training) and Employment Officer, Puducherry; and (4) On the training side by the Principals of Government ITIs and Technical Officer, Puducherry. He is the Member-Secretary of the Pondicherry Unorganised Labourers' Welfare Society and Secretary of the Pondicherry Building and Other Construction Workers' Welfare Board.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.2. DEPUTY LABOUR COMMISSIONER:-

The Deputy Labour Commissioner is also ex-officio Under Secretary to Govt. He is the Head of Office in respect of the O/o. the Commissioner of Labour. He also functions as Authority under the Payment of Wages Act, 1936, Appellate Authority under Payment of Gratuity Act, 1972, Registering Officer under Contract Labour (Regulation & Abolition) Act, 1970, Appellate Authority under Pondicherry Shops and Establishments Act, 1964 and Additional Commissioner for Workmen's Compensation. He is the Member of the Governing Body of The Pondicherry Unorganised Labourers' Welfare Society.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.3. JOINT CHIEF INSPECTOR OF FACTORIES AND BOILERS :-

He is the Head of Office of the O/o. the Chief Inspector of Factories and Boilers and mainly responsible for ensuring the safety, health and welfare of the workers in factories. He is assisted by a team of Inspector of Factories and Assistant Inspector of Factories in the effective enforcement of Factories Act. The Medical Inspector of Factories also conducts periodical medical examination to workers.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.4. ASSISTANT DIRECTOR (DISABLED CELL):-

The Assistant Director (Disabled Cell) functions as Head of Office of Special Employment Exchange for Physically Handicapped. His main duties involve specialized placement service to the physically handicapped.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.5. ASSISTANT DIRECTOR OF EMPLOYMENT & TRAINING :-

He is in-charge of the Labour Laws Administrative Section of the Labour Commissionerate wherein administrative matters of various labour laws are dealt. He is also in-charge of employment and training section, wherein the implementation of craftsmen training scheme and apprenticeship training scheme are being monitored.

3.6. EMPLOYMENT OFFICER:-

The Employment Officer is the Head of Office of Employment Exchange and is assisted by Employment Officer (SC / ST), Assistant Employment Officers, Junior Employment Officers and Employment Information Assistants. The duties involve

1. - Registration and placement of applicants in remunerative employment in the public and private sector.
2. - Rendition of vocational guidance and employment counselling;
3. - Employment Market Information Programme and enforcement of Employment Exchange (Compulsory Notification of Vacancies) Act, 1959;
4. - Occupational Information and its dissemination among the applicants;
5. - Development of the employability of the weaker sections of the society viz SC/ST and OBC; and
6. - Motivation of unemployed youths to set up adventures in the field of self – employment.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.7. TECHNICAL OFFICER:-

He is Head of Office of the O/o. the Technical Officer, Puducherry. He functions as a Deputy Apprenticeship Advisor and responsible for the implementation of Apprenticeship Training Scheme. He is assisted by Surveyor and Surveyor-cum-Technical Assistant.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.8. PRINCIPALS, GOVT. INDUSTRIAL TRAINING INSTITUTES:-

There are seven Govt. Industrial Training Institutes viz. Govt. I.T.I. (Men), Mettupalayam, Puducherry, Govt. I.T.I. (Women), Puducherry, Govt. I.T.I., Nettapakkam, Puducherry, Govt. I.T.I. (Men), T.R. Pattinam, Karaikal, Govt. I.T.I. (Women), T.R. Pattinam, Karaikal, Rajiv Gandhi Govt. I.T.I., Mahe and Nethaji Subash Chandra Bose Govt. I.T.I., Yanam. Each institute is headed by a Principal and assisted by Group Instructors and Vocational Instructors. The main duties involve giving training to the trainees in different trades under NCVT and SCVT pattern.

Their financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.9. LABOUR OFFICER (CONCILIATION):-

The Labour Officer (Conciliation) is the Head of Office of the O/o. the Labour Officer, (Conciliation). The Labour Officer (Conciliation) is responsible for prevention, investigation and settlement of Industrial Disputes. He is assisted by Assistant Inspector of Labour. He is also the Appellate Authority under the Pondicherry Catering Establishments Act, 1964.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.10. LABOUR OFFICER (ENFORCEMENT):-

The Labour Officer (Enforcement) is the Head of Office of the O/o. the Labour Officer, (Enforcement). The Labour Officer (Enforcement) is responsible for the enforcement of various labour enactments. He is assisted by Assistant Inspectors of Labour. He is the controlling authority under the Payment of Gratuity Act, 1972 for Puducherry and Yanam regions. He is the licensing officer under the Contract Labour (Regulation and Abolition) Act, 1970. He is also the Registering Authority under the Pondicherry Building and Other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 and Cess Collector under the Pondicherry Building and Other Construction Workers' Welfare Cess Act, 1996. He is also declared as Inspector under various Labour Laws. The Assistant Inspectors of Labour are registering officers under the Pondicherry Shops and Establishment Act, 1964, Pondicherry Catering Establishment Act, 1964 and Motor Transport Workers Act, 1961.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.11. LABOUR OFFICER (WELFARE SCHEMES):-

The Labour Officer (Welfare Schemes) is the Head of Office of the O/o. the Labour Officer, (Welfare Schemes). The Labour Officer (Welfare Schemes) is entrusted with the task of combating the prevalence of child labour in hazardous industries and regulating their working condition in non-hazardous condition. He is responsible for the implementation of the Child Labour (Prohibition & Regulation) Act, 1986.

He is also in-charge of Welfare Centres wherein children in the age group of 3 to 5 years are given pre-school education and also women folk of workers family are taught in the skills of embroidery and needle work and handicrafts.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.12. LABOUR OFFICER, KARAIKAL :-

The Labour Officer, Karaikal is the Head of Office of the O/o. the Labour Officer, Karaikal. The Labour Officer, Karaikal is responsible for prevention, investigation and settlement of Industrial Disputes. He is assisted by Assistant Inspector of Labour.

The Labour Officer, Karaikal is also responsible for the enforcement of various labour enactments. He is assisted by Assistant Inspectors of Labour. He is the controlling authority under the Payment of Gratuity Act, 1972 for Karaikal and Mahe regions. He is also the licensing officer under the Contract Labour (Regulation and Abolition) Act, 1970. The Assistant Inspectors of Labour are registering officers under the Pondicherry Shops and Establishment Act, 1964, Pondicherry Catering Establishment Act, 1964 and Motor Transport Workers Act, 1961.

He is also the Authority under the Payment of Wages Act, 1936, Additional Commissioner for Workmen's Compensation and Appellate Authority under the Pondicherry Shops and Establishment Act, 1964.

His financial powers are as provided in Re-delegation of Financial Powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of the Finance Department, Puducherry.

3.13. ASSISTANT INSPECTORS OF LABOUR, MAHE / YANAM:-

The Assistant Inspectors of Labour, Mahe / Yanam are responsible for prevention, investigation and settlement of Industrial Disputes in their respective regions. The Assistant Inspectors of Labour, Mahe / Yanam are also responsible for the enforcement of various labour enactments in their respective regions.

3.14. LABOUR OFFICER (WELFARE), PULWS, PUDUCHERRY:-

He is responsible for the implementation of the various welfare measures that are extended to the registered unorganised workers of the Society.

3.15. LABOUR OFFICER (PBOCWWB), PUDUCHERRY:-

He is responsible for the implementation of the various welfare measures that are extended to the registered workers of the Board.