

1967/79

Reprint under section 7 of the Regulations Act 1936 of the Factories Consolidating Regulations 1937 (S.R. 1937/192), as amended by the following enactments:

Amendment No. 1, S.R. 1948/135 (Revoked by regulation 18 (2) of S.R. 1966/39)

Amendment No. 2, S.R. 1954/1

First Aid (Factories) Regulations 1966, S.R. 1966/39/18

**THE FACTORIES CONSOLIDATING REGULATIONS 1937
(REPRINT)**

Enacting authority: His Excellency the Governor-General in Council.
Act pursuant to which the regulations were made: The Factories Act 1921-22.

Date on which the regulations were made: 30th day of June 1937.

Date of notification in *Gazette*: 8th day of July 1937.

The Factories Act 1921-22 has been repealed and replaced by the Factories Act 1946.

REGULATIONS

PRELIMINARY

1. These regulations may be cited as the Factories Consolidating Regulations 1937.

2. These regulations shall come into force 14 days after the date of notification in the *Gazette* of the making hereof.

3. The respective regulations referred to in the First Schedule hereto are revoked.

4. All notices, permits, and all other documents, matters, acts, and things which originated under the regulations hereby revoked and are of continuing effect at the time of the coming into force of these regulations shall enure for the purposes of these regulations as if they had originated under these regulations and shall where necessary, notwithstanding deviation from forms hereinafter prescribed, be deemed to have so originated.

5. In these regulations, unless inconsistent with the context,—
“The Act” means [the Factories Act 1946]:

All other terms have the respective meanings assigned to them by the Act.

“The Act”: The Factories Act 1946, being the corresponding enactment in force at the date of this reprint, has been substituted for the repealed Factories Act 1921–22.

A definition of “the Amendment Act”, which referred to the Factories Amendment Act 1936, has been omitted as this Act was incorporated in the Factories Act 1946.

6. The following requirements shall be complied with in every factory; provided that in any case where the factory has been registered and occupied as a factory prior to the 6th day of February 1919, the Inspector may authorise such modifications as he thinks fit, if he is satisfied that the requirements as modified will be such as to ensure the safety and health of the workers accommodated therein.

FIRE ESCAPES

7. Subject to clause 14 hereof, a fire escape stairway, not being a stairway ordinarily used for ingress and egress, shall be provided for every floor of a factory above the ground floor, and shall reach from the topmost story to not more than 7 ft from the ground level, and shall be in such a position that escape can be easily made from the building and adjoining buildings. A platform shall be provided at the foot of each escape stairway, such platform to be at least 2 ft long and the full width of the stairway. The escape shall be situate as far as practicable from lift elevators or other stairs or windows. The exit from every place where workers are employed shall lead directly to and be near to the escape.

The said escape shall, where practicable, be constructed on the outside of the building. Wherever it is found impracticable to place the escape outside the building the stairway may be constructed inside the building, but shall otherwise be as required by these regulations, and shall be completely enclosed within and constructed of fire-resisting materials, and have direct communication with the outer air.

8. There shall also be provided for every floor of the factory above the ground floor a satisfactory alternative means of escape, which may be either a stairway ordinarily used for ingress and egress, or some other means of escape approved by the Inspector. The constructive arrangements shall be such as to allow of each means of escape being readily and safely accessible to and usable by all of the workers who may be accommodated on the different parts of every floor, so that should exit by one of the means of escape become obstructed exit by the other means of escape shall be instantly available and safely accessible and usable.

9. Wherever it is practicable the Inspector may require the factory occupier to provide, in lieu of or in addition to the fire escapes otherwise required by these regulations, a horizontal means of escape from any part of the building when such horizontal escape will lead to such other place as affords a safe means of exit to the street.

10. The words "Fire Escape" shall be printed legibly in a well-lit place over or alongside the doorway leading to the fire escape, in letters not less than 4 in. deep.

11. One or more notices, as required by the Inspector, in the form prescribed below, shall be posted in a conspicuous place on all floors above the ground floor where they can be easily read by the workers employed thereon, showing the position of the fire escapes and the approaches thereto:

"Under [the Factories Act 1946]

"Fire Escapes

"(To be read by all workers employed in the factory.)

"The fire escape is situated [State position of fire escapes and approaches to same]."

The Factories Act 1946, being the corresponding enactment in force at the date of this reprint, has been substituted for the repealed Factories Act 1921-22.

12. It shall be the duty of the occupier to arrange for the workers employed above the ground floor to select at least one representative from amongst such workers, and such representative shall, together with the occupier, test all fire escapes and approaches thereto within the factory at least once every three months. A record of each test shall be kept by the occupier, signed by him and by the workers' representative, and shall be open at all times to the Inspector.

13. Every stairway, landing, or platform to be used as a fire-escape shall be so constructed as to bear three times the maximum weight which would be brought to bear upon it in case of fire.

14. Notwithstanding the provisions of these regulations, it shall not be compulsory to provide a fire escape stairway as provided for in clause 7 hereof if the staircase ordinarily used for ingress and egress consists of fire-resisting material throughout and enclosed in fire-resisting materials, and if in the opinion of the Inspector the head of the staircase on each floor is sufficiently near to the place where workers are employed and also leads to or is sufficiently near to an exit from the building, affording a readily available and safe means of egress from every part of the said building, and if, in addition,—

- (1) In the case of a wooden building, there are not more than two floors (including the ground floor), and no females and not more than 20 male workers are accommodated on the upper floor; or
- (2) In the case of a brick or concrete building, there are not more than two floors above the ground floor, any partitions on such floor are constructed of fire-resisting materials, and the number of workers accommodated above the ground floor does not exceed 50.

STAIRS AND LANDINGS

15. All stairs and landings provided for fire escapes shall be constructed of fire-resisting materials, with—

- (1) Straight flights, with half-space or quarter-space landings at intervals of not more than 20 nor less than two rises.

- (2) A securely fixed handrail continuous on one side at a vertical height of not less than 2 ft 9 in. above the nosing of the tread, and not less than 3 ft above the landing. Where the stairway is over 3 ft 4 in. in width, two such continuous handrails, one on each side, shall be provided. Balusters or midrails or wire netting securely erected shall be provided to every open side of every unenclosed stairway.
- (3) A clear headway throughout of not less than 6 ft 6 in.
- (4) Steps of uniform dimensions throughout, with strongly secured treads, not less than 10 in. exclusive of nosing, and rises of not more than 7 in.
- (5) The underside of wooden stairs lined except where rises are fitted.
- (6) A landing at each floor of the same width as the stairway with a fire-resisting self-closing door, not less than 6 ft 6 in. high, of the same width as the landing, and opening outwards, so as not to obstruct the landing when fully opened.
- (7) All walls and partitions enclosing any staircase constructed of fire-resisting material.

LIGHTING OF FIRE ESCAPES

16. All interior means of egress, passageways, and stairways shall be lighted to a degree sufficient for escape purposes.

DOORS AND GATEWAYS

17. All doors and gates forming exits from the building or from any room, aisle, gangway, passage, or stairway leading to a fire escape shall open outwards, or shall open both inwards and outwards, and, if so required by the Inspector, shall be hung to open towards the nearest road, street, or right-of-way.

The Inspector may require doors to be hung in pairs and to be fitted with approved panic bolts.

No door or gate shall be hung so as to open immediately on to a flight of steps, or to obstruct any exit when open.

All doors or gates leading from the factory to the exits from the building shall, during the whole time the factory is occupied by workers (other than the caretaker or watchman), be secured with such fastenings as will allow such doors or gates to be readily opened from the inside without a key. All stairways and passages provided for by these regulations shall be kept clear at all times when the workers are accommodated in the factory.

The width of all doors, aisles, or gangways to stairs provided for by these regulations shall be as follows:

Not less than 2 ft 8 in. for 1 to 25 workers.

Not less than 3 ft 4 in. for 26 to 100 workers.

Not less than 20 extra inches for every extra 100 or fraction thereof.

18. Where the amount of egress space required on the ground floor exceeds 5 ft, at least two separate doorways, placed as far apart as practicable, shall be provided. No doorway or gateway shall be less than 2 ft 8 in. wide and 6 ft 6 in. high in the clear.

FIRE-PREVENTION APPLIANCES

19. Where the Inspector deems it necessary for the further protection of the workers, he may require automatic sprinklers or other fire-prevention appliances to be provided.

SANITARY ACCOMMODATION

20. The factory shall be provided with proper privy accommodation in accordance with the following scale, and where workers of different sexes are employed all such accommodation shall be separate for the sexes, and approaches thereto shall be properly separated. Adequate urinal accommodation shall also be provided for every factory in which 10 or more male workers are employed. In factories in which the majority of those employed are of one sex and not more than two are of the other sex, separate and distinct privy accommodation for the workers of such other sex shall not be required if, in the opinion of the Inspector, the same is suitably provided in neighbouring premises.

Scale

Privies for Male Workers: 1 for first 20 or less; 1 for every additional 30.

Privies for Female Workers: 1 for first 15 or less; 1 for every additional 30.

FIRST-AID APPLIANCES

21. *Revoked by regulation 18 (1) of S.R. 1966/39.*

LICENSING OF PERSONS EMPLOYED TO DO WORK ELSEWHERE THAN IN
A FACTORY

22. The fee to accompany every application for a licence under [section 39 of the Act] shall be 2s. 6d.

S. 39 of the Factories Act 1946, being the corresponding enactment in force at the date of this reprint, has been substituted for s. 11 of the repealed Factories Amendment Act 1936.

AIRSPACE

23. The space to be reserved for the use of each person working in a factory shall be not less than 250 cu. ft. of airspace where persons are employed during the hours between 6 o'clock in the morning and 6 o'clock in the evening, and not less than 400 cu. ft. of airspace where persons are employed between 6 o'clock in the evening and 6 o'clock in the morning. By a written permit the Inspector may allow persons to be employed in a factory where there are less than 400 cu. ft. of airspace for each person employed between 6 o'clock in the evening and 6 o'clock in the morning provided such factory is lighted by electricity, and by no other artificial light, at all times while persons are employed therein during hours when artificial light is needed.

FEES FOR REGISTRATION OF FACTORIES

[23A. The fees for the registration of factories shall be as specified in the Third Schedule hereto.]

This regulation was inserted by regulation 2 (1) of S.R. 1954/1.

FORMS

24. (i) In these regulations the forms referred to shall be those specified in the Second Schedule hereto, or forms to the like effect.

(ii) The form of certificate of the appointment of an Inspector under the Act shall be that contained in the form F. 1.

(iii) The application to the Inspector for registration under section 10 of the Act shall be in the form F. 2, and shall specify the particulars indicated in that form.

(iv) The certificate of registration of a factory shall be in the form F. 3.

(v) The application to the Inspector for the renewal of registration under sections 10 and [14] of the Act shall be in the form F. 4 and shall specify the particulars indicated on that form.

(vi) The notice to be given to the Inspector under section [13] of the Act shall be in the form F. 5.

(vii) The notice required to be exhibited in a factory under section 16 of the Act shall be in the form F. 6.

(viii) The record to be kept by the occupier of a factory under section [15] of the Act shall be in either of the forms F. 7 or F. 8, at the option of the occupier.

(ix) The warrant for overtime under section 23 of the Act shall be in the form F. 9.

(x) The certificate of fitness under section [37] of the Act shall be in the form F. 10.

(xi) The application for a licence under [section 39 of the Act] shall be in the form F. 11, while the licence under the same section to do work elsewhere than in a factory shall be in the form F. 12.

(xii) The certificate of employment under section [35] of the Act shall be in the form F. 13.

(xiii) The book to be kept by the occupier of a factory under the same section shall be in the form F. 14.

(xiv) The notice of accident to be served by the occupier of a factory under section [52] of the Act shall be in the form F. 15.

(xv) The notice of appeal, under section [83] of the Act, from a requisition by an Inspector shall be in the form F. 16.

(xvi) The notice to be given by [the Registrar] of the Court pursuant to the same section shall be in the form F. 17.

The references to sections in the Factories Act 1946, as shown in square brackets, being the corresponding enactments in force at the date of this reprint, have been substituted for references to sections of the repealed Factories Act 1921-22 as follows:

In subclause (v), s. 14 has been substituted for s. 15.

In subclause (vi), s. 13 has been substituted for s. 14.

In subclause (viii), s. 15 has been substituted for s. 16.

In subclause (x), s. 37 has been substituted for s. 29.

In subclause (xi), s. 39 has been substituted for s. 11 of the repealed Factories Amendment Act 1936.

In subclause (xii), s. 35 has been substituted for s. 33.

In subclause (xiv), s. 52 has been substituted for s. 41, and

In subclause (xv), s. 83 has been substituted for s. 66.

In subclauses (iii), (v), and (vii) the references to the unaltered sections are the same in both Acts.

In subclause (ix) there is no exact replacement in the Factories Act 1946 of s. 23 of the repealed Factories Act 1921-22.

In subclause (xvi) the reference to the Registrar was substituted for a reference to the Clerk by s. 12 (4) of the Magistrates' Courts Act 1947.

OFFENCES AND PENALTIES

24. Revoked by regulation 3 of S.R. 1948/135.

[REGISTER OF ACCIDENTS

[25. Added by regulation 3 of S.R. 1948/135 and revoked by regulation 18 (2) of S.R. 1966/39.]

FIRST SCHEDULE

REGULATIONS REVOKED

Date of Order in Council	Subject-matter	Published in <i>Gazette</i>	
		Year	Page
17 March 1911	Prescribing forms referred to in the Act	1911	1052
28 January 1919	Fire escapes, fire-prevention appliances, sanitary accommodation, and first-aid appliances in factories	1919	338

SECOND SCHEDULE

Form F. 1

CERTIFICATE OF APPOINTMENT OF INSPECTOR

IN pursuance and exercise of the power and authority vested in me by [the State Services Act 1962], I do hereby appoint to be an Inspector for the purposes of [the Factories Act 1946].

.....
[State Services Commission]

The reference to the State Services Act 1962, being the corresponding enactment in force at the date of this reprint, has been substituted for a reference to the repealed Public Service Act 1912.

The reference to the Factories Act 1946, being the corresponding enactment in force at the date of this reprint, has been substituted for a reference to the repealed Factories Act 1921-22.

The reference to the State Services Commission was substituted for a reference to the Public Service Commissioner by s. 3 (10) of the State Services Act 1962.

SECOND SCHEDULE—*continued*

Form F. 2

Under [the Factories Act 1946] (Section 10)

APPLICATION FOR REGISTRATION OF A FACTORY

(To be served on Inspector)

To the Inspector of Factories,

I (We) hereby give you notice that I (We) occupy premises No.
in Street,, constituting a factory within the meaning
of [the Factories Act 1946], and make application to register such
premises as a factory for the purposes of the Act.

The following are the particulars required by the Act and regulations:

1. Name and situation of factory:
2. Nature of work to be carried on:
3. Description of motive power (if any):
4. Full name of occupier(s) or intended occupier(s):
5. Name or style under which the business of the factory is to be
carried on:
6. Number of rooms, and dimensions of each:
7. Means of ventilation:
8. Lavatories: Closets: Urinals:
9. Means of escape in case of fire:
10. Maximum number of persons to be employed therein—
Male: Female:

A sketch plan of the intended factory is enclosed.

I (We) declare these particulars to be correct in every respect.

Date:

Occupier(s) (or Intended Occupier(s)).

The references to the Factories Act 1946, being the corresponding enact-
ment in force at the date of this reprint, have been substituted for references
to the repealed Factories Act 1921–22.

Form F. 3

(Coat of Arms)

Under [the Factories Act 1946] (Section 12)]

CERTIFICATE OF REGISTRATION

THIS is to certify that the premises occupied by, known as
..... Street,, in which persons are employed, have
this day been registered under [the Factories Act 1946] as a factory for
the manufacture of, or preparing for the manufacture of
....., and that the registration fee of for the year ending
31 March 19..... has been paid.

Date:

Inspector.

The references to the Factories Act 1946 and s. 12 of that Act, being
the corresponding enactments in force at the date of this reprint, have been
substituted for references to the repealed Factories Act 1921–22 and s. 13
of that Act.

SECOND SCHEDULE—*continued*

Form F. 4

Under [the Factories Act 1946 (Sections 10 and 14)]

APPLICATION FOR RENEWAL OF REGISTRATION OF FACTORY

To the Inspector of Factories,

APPLICATION is hereby made for the renewal of the registration of the factory described for the year commencing 1 April 19.....

The following particulars are hereby declared to be correct.

Signature of occupier:

1. Name and situation of factory:
2. Nature of work carried on:
3. Full name of occupier:
4. Name or style under which the business of the factory is carried on:
5. Persons employed in the factory as at 1 April 19.....—
 Number of owners personally engaged in the control or work of the factory:
- Number of other persons employed including apprentices—
 Male workers:
- Female workers:

(Show each occupation separately)

The references to the Factories Act 1946 and ss. 10 and 14 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921–22 and ss. 10 and 15 of that Act.

Form F. 5

Under [the Factories Act 1946 (Section 13)]

NOTICE TO INSPECTOR OF FACTORIES OF INCREASE IN NUMBER OF PERSONS EMPLOYED IN FACTORY

(Requiring payment of larger registration fee)

[Address]

To the Inspector of Factories,

I HEREBY give you notice that on 19..... the number of persons employed in my factory was increased to, thereby requiring the payment of a larger registration fee, and I accordingly enclose herewith the difference between the fee already paid for the year and the fee payable on such increased number—viz, £.....

.....
Occupier of Factory.

The references to the Factories Act 1946 and s. 13 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921–22 and s. 14 of that Act.

SECOND SCHEDULE—*continued*

Form F. 6

(To be filled in and signed by the occupier of factory, and exhibited and maintained in a conspicuous place in factory.)

(Coat of Arms)

Under [the Factories Act 1946] (Section 16)

Name and address of the Inspector of the district:

Official address of local authority:

Holidays of factory: Christmas Day, Boxing Day, New Year's Day, Good Friday, Easter Monday, Anzac Day, Labour Day, the Sovereign's Birthday; and also every Saturday (or other day, as may be decided under section 36 of the Factories Act 1921-22) from 1 o'clock p.m.

Working hours of factory:

Statement of procedure required to be observed in order to claim compensation under the Workers' Compensation Act (see form of statement attached hereto).

.....
Occupier of Factory.

STATEMENT SHOWING THE PROCEDURE FOR THE PURPOSE OF CLAIMING COMPENSATION UNDER [THE WORKERS' COMPENSATION ACT 1956]

1. *Notice of Accident [(Section 52)]*—To be in writing, and served on the employer, or one of them if there is more than one, by delivering or posting it in a registered letter, as soon as practicable, giving—

- (1) Name and address of person injured;
- (2) Cause of injury; and
- (3) Date and place thereof.

(Notice is not required in the case of the death of the worker.)

2. *Claim for Compensation [(Sections 48 and 53)]*—If the claim is not settled by agreement, proceedings must be commenced by the issue of a writ of summons (form No. 3*) by the worker, or, in the case of death, by his representative on behalf of the dependants, or by the dependants, or any one or more of them on behalf of all of them, in accordance with the regulations.

The action must be commenced within six months after the date of accident, or, in the case of death, within six months after date of death; or, if any payment of compensation or damages is made by the employer, or if he signs an admission of liability, action may be commenced within six months from the date thereof.

Failure to commence action within the specified time shall be no bar, however, if the Court is of opinion that there has been reasonable cause for failure.

*A copy of the regulations and the necessary forms can be obtained from the nearest Clerk of Awards or Inspector of Factories.

The reference to the Factories Act 1946, being the corresponding enactment in force at the date of this reprint, has been substituted for a reference to the repealed Factories Act 1921-22.

The reference to s. 36 of the Factories Act 1921-22 was repealed and replaced by s. 27 of the Factories Act 1946 which has been repealed without replacement by s. 8 (1) of the Factories Amendment Act 1956.

SECOND SCHEDULE—continued

The references to the Workers' Compensation Act 1956 and ss. 48, 52, and 53 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Workers' Compensation Act 1922 and ss. 23, 26, and 27 of that Act.

Form F. 7

Under [the Factories Act 1946 (Section 15)]

FORM OF WAGES AND OVERTIME BOOK
WEEK ENDING

Name of Employee	Age, if under 21 Years	Kind of Work on which he is Usually Employed	Hours Worked						Total Hours			Total Wages	Remarks	
			First Day	Second Day	Third Day	Fourth Day	Fifth Day	Sixth Day	Ordinary Time	Overtime	Ordinary Rate of Wages			
														£

The references to the Factories Act 1946 and s. 15 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921-22 and s. 16 of that Act.

Form F. 8

Under [the Factories Act 1946 (Section 15)]

ALTERNATIVE FORM OF WAGES AND OVERTIME BOOK

Name of employee: Age (if under 21 years): Kind of work on which he is usually employed:

Week Ending	Hours Worked						Total Hours		Ordinary Rate of Wages	Total Wages	Remarks
	First Day	Second Day	Third Day	Fourth Day	Fifth Day	Sixth Day	Ordinary Time	Overtime			

The references to the Factories Act 1946 and s. 15 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921-22 and s. 16 of that Act.

SECOND SCHEDULE—continued

Form F. 9

(Coat of Arms)

Under the Factories Act 1921-22 (Section 23)

(To be posted in some conspicuous part of the factory)

OVERTIME WARRANT

FOR WOMEN AND BOYS

Department of Labour,

To M.....

WARRANT is granted for the undermentioned persons to work extended hours in the trade, from p.m. till p.m. on, the instant (or proximo).

.....
.....
.....
.....

.....
Inspector.

There is no exact replacement of s. 23 of the repealed Factories Act 1921-22 in the Factories Act 1946.

Form F. 10

Under [the Factories Act 1946 (Section 37)]

CERTIFICATE OF FITNESS

I, the undersigned Inspector of Factories, hereby certify that I am satisfied by the production of that is of the age of years, that he (or she) has passed the Standard, or an equivalent examination, and is fit for employment in the factory of, in the trade of, or in any other factory in the same line of trade.

Dated at this day of, 19.....

.....
Inspector.

The references to the Factories Act 1946 and s. 37 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921-22 and s. 29 of that Act.

SECOND SCHEDULE—continued

Form F. 11

Under [the Factories Act 1946 (Section 39)]

APPLICATION FOR LICENCE TO PERFORM WORK ELSEWHERE THAN IN A
FACTORY

To the Inspector of Factories,—

I [or We], being the occupier of a registered factory, apply for a licence under the provisions of [section 39 of the Factories Act 1946]. In support of this application we supply particulars as under and declare them to be correct.

Trade:..... Signature:.....
Date:..... Address:.....

1. Name and address of proposed licensee:.....
2. State whether proposed licensee is in necessitous circumstances (giving details) or set out special reasons why proposed licensee unable to work in a factory:.....
3. Place where work is to be performed:.....
4. Nature of work to be carried on:
5. Description of motive power (if any):.....
6. Number of rooms and dimensions of each:.....
7. Means of ventilation:.....
8. Lighting of room:.....
9. Means of escape in case of fire:.....
10. Lavatory accommodation:.....
11. Heating arrangements:.....
12. Rate of remuneration proposed:.....
13. Rate of remuneration for like work done in factory:.....

The references to the Factories Act 1946 and s. 39 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Amendment Act 1936 and s. 11 of that Act.

Form F. 12

Under [the Factories Act 1946 (Section 39)]

LICENCE TO PERFORM WORK ELSEWHERE THAN IN A FACTORY

..... is licensed in terms of [section 39 of the Factories Act 1946], to perform work for in premises situated at for the period from to

Date:.....

.....
Inspector of Factories.

.....
(Town.)

The references to the Factories Act 1946 and s. 39 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Amendment Act 1936 and s. 11 of that Act.

SECOND SCHEDULE—continued

Form F. 13

Under [the Factories Act 1946 (Section 35)]

CERTIFICATE OF EMPLOYMENT OF

	Period of Employment		Length of Employment		
	From	To	Years	Months	Weeks
This is to certify that has been employed in factory in the trade, department, during the period set opposite. Dated this day of....., Occupier.					
This is to certify that has been employed in factory in the trade, department, during the period set opposite. Dated this day of....., Occupier.					

NOTE—This certificate should be retained by the employee, and filled up by each of his employers.

The references to the Factories Act 1946 and s. 35 of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921-22 and s. 33 of that Act.

Form F. 14

Under the Factories Act 1921-22 (Section 33 (3))

REGISTER OF PERSONS EMPLOYED BY

Address: Trade:

Full Name of Persons Employed	Department	Period of Employment		Length of Employment			Date of Issue of Certificate of Employment	Remarks
		From	To	Years	Months	Weeks		

S. 33 (3) of the Factories Act 1921-22 was not replaced on the repeal of that Act by the Factories Act 1946.

SECOND SCHEDULE—*continued*

Form F. 15

Under [the Factories Act 1946 (Section 52 (1))]

NOTICE OF ACCIDENT

(To be served by occupier on Inspector)

The Inspector of Factories,

I HAVE to notify you of an accident that occurred in my factory at
 a.m. on, to, aged, engaged as
 p.m. on, to, aged, engaged as
, and residing at

married

The worker is single has children under age of 16 years, is
 a widower

in receipt of a wage of, has had years months
 experience at this work, and had already worked hours on shift
 when the accident occurred.

He was removed to

The following are particulars of the accident: [*Nature of injury and
 part of body or limbs affected*].

.....
Occupier......
(Trade.)

The Factories Act 1946 and s. 52 (1) of that Act, being the corresponding
 enactments in force at the date of this reprint, have been substituted for the
 repealed Factories Act 1921-22 and s. 41 (a) of that Act.

Form F. 16

Under [the Factories Act 1946 (Section 83 (1))]

NOTICE OF APPEAL FROM REQUISITION OF INSPECTOR OF FACTORIES

In the matter of [the Factories Act 1946], and of a requisition by
, of, an Inspector under the said Act, dated
 the day of

NOTICE is hereby given that I (we),, the occupier(s) upon
 whom the said requisition has been served, consider such requisition
 to be unreasonable, and desire to appeal therefrom. The grounds of
 the appeal are set forth in the attached memorandum marked "A".
 A true copy of the said requisition is also attached hereto, marked "B".

Dated at, this day of

To [the Registrar] of the Magistrate's Court,

.....
Occupier(s) of Factory.

The references to the Factories Act 1946 and s. 83 (1) of that Act, being
 the corresponding enactments in force at the date of this reprint, have
 been substituted for references to the repealed Factories Act 1921-22 and
 s. 66 (d) of that Act.

The reference to the Registrar was substituted for a reference to the Clerk
 by s. 12 (4) of the Magistrates' Courts Act 1947.

SECOND SCHEDULE—*continued*

Form F. 17

Under [the Factories Act 1946 (Section 83 (3))]

NOTICE BY [REGISTRAR] OF COURT OF TIME FOR HEARING OF APPEAL FROM
REQUISITION OF INSPECTOR OF FACTORIES

In the matter of [the Factories Act 1946], and of an appeal from a requisition of, an Inspector under the said Act, dated

This is to notify you that the above-mentioned appeal has been set down for hearing at the Magistrate's Courthouse at on the day of at the hour of

Dated this day of

[Registrar] of the Magistrate's Court.

To the Appellant,, of, and to Mr, an Inspector under [the Factories Act 1946].

The references to the Factories Act 1946 and s. 83 (3) of that Act, being the corresponding enactments in force at the date of this reprint, have been substituted for references to the repealed Factories Act 1921-22 and s. 66 (f) of that Act.

The references to the Registrar were substituted for references to the Clerk by s. 12 (4) of the Magistrates' Courts Act 1947.

Form F. 18

[Under the Factories Act 1946 (Section 17)]

ACCIDENT REGISTER

This form was added by regulation 4 of S.R. 1948/135 and revoked by regulation 18 (2) of S.R. 1966/39.

The Accident Register is now provided by the First Aid (Factories) Regulations 1966 (S.R. 1966/39/10 (1)).

[THIRD SCHEDULE

FEES FOR REGISTRATION OF FACTORIES

	£	s.	d.
Where the maximum number of persons to be employed in the factory exceeds 100	10	0	0
Where that number exceeds 50 but does not exceed 100	5	0	0
Where that number exceeds 10 but does not exceed 50	2	10	0
Where that number exceeds 5 but does not exceed 10	1	0	0
Where that number does not exceed 5	0	10	0

This Schedule was added by regulation 2 (2) of S.R. 1954/1.

Certified for the purposes of section 7 of the Regulations Act 1936, this 11th day of April 1967.

J. R. HANAN, *Attorney-General.*

Issued under the authority of the Regulations Act 1936.

Date of notification of principal regulations in *Gazette*: 8 July 1937.

These regulations are administered in the Department of Labour.