



सत्यमेव जयते

भारत सरकार

Government of India

श्रम एवं रोजगार मंत्रालय

Ministry of Labour & Employment

खान सुरक्षा महानिदेशालय

Directorate General of Mines Safety



DGMS(Genl)/ Instruction No. 01 of 2023

Dhanbad, Dated 24<sup>th</sup> April 2023

**To**

**All Inspecting Officers of DGMS**

The prevailing norm of inspections and enquiries of inspecting officers of DGMS has been examined and relooked into so as to adequately integrate various proactive measures like safety awareness programmes, safety campaigns, holding technical workshops/seminars etc., all of which have a direct bearing on enhancing safety status in mines.

Accordingly after weighing all possibilities, the norm and frequency of inspections and enquiries for the inspecting officers of Mining, Electrical, Mechanical and Occupational Health disciplines posted at the field offices of DGMS are revised as shown below in the table:

**A) ANNUAL TARGET OF INSPECTION/ENQUIRY:**

Sl.No.	Description of Field offices(*)	Number of inspection/ Enquiry	No. of proactive activities(**)	Number of inspection/ Enquiry	No. of proactive activities(**)
		Dy. Director		Director	
1	Pre-Dominance of Metalliferous Mines	100	10	50	20
2	Mix of Coal, Oil and Metalliferous Mines	90	05	45	<b>15</b>
3	Pre-Dominance of Coal and Oil Mines.	75	05	40	10

\* : If the number of coal mines and oil/gas mines in a field office exceeds by 20% of combined number of metalliferous opencast mines of organized sector, underground metalliferous mines and one sixth of other metalliferous opencast mines, the field office will be considered as having a predominance of Coal and Oil Mines and the vice-versa will be considered as predominance

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Metalliferous Mines. Any other situation will be considered as a mix of Coal, Oil and Metalliferous Mines.

**\*\*:** Proactive activities include safety awareness programme, safety campaign & propaganda, organizing safety week, first aid competition, rescue competition, mock drill on emergency preparedness, safety talk & training, workshop/seminar made to enhance safety status in mines, etc.

- i) Target for Officers of Occupational health Cadre shall be at par with other field officers, as per their Pay level under DACP.
- ii) Target for field officers with additional work of DDO, administrative work or other Zonal data analysis work etc., shall be reduced by 30%.
- iii) If an inspecting officer is on leave for more than 45 days in a year or on training for more than 15 days in a year, his target may be reduced by 5% for every additional 10 days (authorized) leave availed or part thereof, above 45 days and/or every additional 10 days training or part thereof, above 15 days.
- iv) However every Zonal DDG/incharge DDG shall define the description of various offices under him for the purpose of fixing the inspection targets as mentioned above.

**B) INSPECTION PLAN FOR THE PROACTIVE COMPONENT:**

i) Every inspecting officer shall before 15 days of the completion of the financial year, prepare an Annual Calendar and submit a copy thereof to the controlling officer, in respect of various proactive activities to be undertaken by him in the successive financial year. Based on all received such Annual calendars, the incharge DDG of the Zone shall formulate a Consolidated Zonal Annual Calendar of all inspecting officers of his zone, and submit a copy thereof to HO before the 10<sup>th</sup> day of the successive financial year. The Consolidated Zonal Annual Calendar shall have the proactive components equally spaced in all quarters of the year. In every quarter, the zonal incharge DDG shall review the progress made in the Consolidated Zonal Annual Calendar.

ii) Before the 10<sup>th</sup> day of any financial year, each zone shall prepare and submit to HO, a comprehensive report of the Consolidated Zonal Annual Calendar of the previous financial year in respect of the proactive activities, highlighting various achievements realized.

iii) A brief report on each proactive activity shall be prepared and submitted.

**C) INSPECTION PLAN FOR THE REACTIVE COMPONENT (i.e. Point A):**

All inspections of mines and enquiry into accidents, dangerous occurrences etc., by the Inspecting officers shall be done through Shram Suvidha Portal.

**D) INQUIRY:**

- i) All fatal accidents and dangerous occurrences shall be inquired.
- ii) Serious and other accidents/incidents shall also be enquired as far as practicable (subject to availability of resources) and as directed by the zonal incharge DDG.

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- iii) All VIP complaints and other complaints (as per the instruction of HQ or the zonal Incharge DDG) shall be enquired.

**E) QUALITY & NUMBER OF INSPECTIONS:**

- (i) Every inspecting officer shall devote full time (FN/AN/Night, whatever be the case) for inspection/enquiry in a mine. If more than one mine is inspected on the same day, before going for second Inspection, the inspecting officer shall ensure that purpose of first inspection is completed in all respect.
- (ii) Special attention shall be paid to quality and completeness of inspections. Any deficiency or negligence in this respect will be taken as discredit to the Inspecting officer.

**F) MISCELLANEOUS:**

- i) Except for proactive initiatives in mines, no joint inspection of mines by two or more inspecting officers shall be done unless and until permitted by the zonal incharge DDG in writing.
- ii) Depending upon the local conditions, special attributes and demand of situation, the zonal incharge DDG may temporarily relax clause C in respect of mines generated randomly through Shram Suvidha portal, subject to justification for each case to be made in writing.

The above instruction supersedes all previous instructions issued in this regard and shall be complied with immediate effect till further instructions.

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*24.04.2023*

**Director General of Mines Safety &  
Chief Inspector of Mines.**

