

BUITENGEWONE



EXTRAORDINARY

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Staatskoerant

VAN DIE UNIE VAN SUID-AFRIKA

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*Alle Proklamasies, Goewerments- en Algemene Kennisgewings, wat vir die eerste maal gepubliseer word, is in die linkerbahoek met 'n * gemerk.*

*All Proclamations, Government and General Notices published for the first time, are indicated by a * in the left-hand upper corner.*

GOEWERMENSKENNISGEWING

DEPARTEMENT VAN ARBEID.

Onderstaande Goewermentskennisgewing word vir algemene informasie gepubliseer:—

* No. 1195.] [28 Augustus 1941.
WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

Hierby word vir algemene inligting bekendgemaak dat dit Sy Eksellensie die Goewerneur-Generaal behaag het om, kragtens artikel een-en-veertig van die Wet op Fabriek, Masjinerie en Bouwerk, 1941—

- (a) die regulasies uitgevaardig kragtens artikel twee-en-veertig van die Fabriekswet, 1918, te herroep; en
- (b) onderstaande regulasies uit te vaardig.

Verder word bekendgemaak dat Sy Edele die Minister van Arbeid, kragtens subartikel (5) van artikel een-en-veertig van die Wet op Fabriek, Masjinerie en Bouwerk, 1941, vasgestel het dat genoemde regulasies met ingang van 1 September 1941 in die Unie van Suid-Afrika van toepassing is.

REGULASIES.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

1. WOORDBEPALINGS.

In hierdie regulasies, tensy dit in stryd is met die samehang, het alle uitdrukkings waaraan 'n betekenis toegeskryf is in die Wet op Fabriek, Masjinerie en Bouwerk, 1941 (Wet No. 22 van 1941), hierna „die Wet” genoem, dieselfde betekenis en verder beteken—

- „Aanhangsel”, aanhangsel van hierdie regulasies;
- „Hoofinspekteur”, die inspekteur wat die pos van Hoofinspekteur van Fabriek bekleed, geskep by Goewermentskennisgewing No. 1287 wat in die Staatskoerant van 6 September 1935 bekendgemaak is;
- „Afdelingsinspekteur”, ten opsigte van—

- (a) die magistraatsdistrikte Barberton, Belfast, Brits, Carolina, Letaba (Tzaneen), Lydenburg, Middelburg (Transvaal), Nelspruit, Pietersburg, Pelgrimsrus, Potgietersrus, Pretoria, Rustenburg, Waterberg en Zoutpansberg—die inspekteur wat die Afdelingsinspekteur, Departement van Arbeid, Pretoria (Posbus 393) is;

GOVERNMENT NOTICE

DEPARTMENT OF LABOUR.

The following Government Notice is published for general information:—

* No. 1195.] [28 August 1941.
FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

It is hereby notified for general information that His Excellency the Governor-General has been pleased, in terms of section fifty-one of the Factories, Machinery and Building Work Act, 1941—

- (a) to rescind the regulations made in terms of section forty-two of the Factories Act, 1918; and
- (b) to make the following regulations.

It is further notified that the Hon. the Minister of Labour has, in terms of sub-section (5) of section fifty-one of the Factories, Machinery and Building Work Act, 1941, determined that the said regulations shall apply in the Union of South Africa as from the 1st September, 1941.

REGULATIONS.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

1. DEFINITIONS.

In these regulations, unless inconsistent with the context, any expression to which a meaning has been assigned in the Factories, Machinery and Building Work Act, 1941 (Act No. 22 of 1941), hereinafter referred to as “the Act”, shall bear the same meaning, and further—

- “Annexure” means annexure to these regulations;
- “Chief Inspector” means the inspector holding the post of Chief Inspector of Factories established by Government Notice No. 1287, published in the Gazette of the 6th September, 1935;
- “Divisional Inspector” means: in respect of—

- (a) the Magisterial Districts of Barberton, Belfast, Brits, Carolina, Letaba (Tzaneen), Lydenburg, Middelburg (Transvaal), Nelspruit, Pietersburg, Pilgrims Rest, Potgietersrus, Pretoria, Rustenburg, Waterberg and Zoutpansberg—the inspector who is the Divisional Inspector, Department of Labour, Pretoria (P.O. Box 393);

- (b) die magistraatsdistrikte Benoni, Bethal, Bloemhof, Boksburg, Brakpan, Christiana, Ermelo, Germiston, Heidelberg (Transvaal), Johannesburg, Klerksdorp, Krugersdorp, Lichtenburg, Mafeking, Marico (Zeerust), Nigel, Piet Retief, Potchefstroom, Roodepoort, Schweizer Reneke, Springs, Standerton, Taungs, Ventersdorp, Vereeniging, Volksrust, Vryburg, Wakkerstroom, Witbank en Wolmaransstad—die inspekteur wat die *Afdelingsinspekteur, Departement van Arbeid, Johannesburg (Posbus 4560)* is;
- (c) die provinsie Natal en die magistraatsdistrikte Bizana, Flagstaff, Lusikisiki, Matatiele, Mount Ayliff, Mount Currie, Tabankulu en Umzimkulu—die inspekteur wat die *Afdelingsinspekteur, Departement van Arbeid, Durban (Posbus 940)* is;
- (d) die magistraatsdistrikte Albert, Aliwal-Noord, Barkly-Oos, Butterworth, Cathcart, St. Marks (Cofimvaba), Oos-Londen, Elliot, Elliotdale, Engcobo, Fort Beaufort, Glen Grey (Lady Frere), Herschel, Idutywa, Indwe, Kentani, Keiskama-hoek, Kingwilliamstown, Komgha, Lady Grey, Libode, Maclear, Middelbush, Molteno, Mqanduli, Mount Fletcher, Mount Frere, Ngqeleni, Ngamakwe, Port St. Johns, Peddie, Queenstown, Qumbu, Sterkstroom, Stockenstroom, Stutterheim, Tarka, Tsomo, Tsolo, Umtata, Victoria-Oos, Willowvale, Wodehouse en Xalanga (Cala)—die inspekteur wat die *Afdelingsinspekteur, Departement van Arbeid, Oos-Londen (Posbus 312)* is;
- (e) die magistraatsdistrikte Aberdeen, Adelaide, Albany, Alexandria, Bathurst, Bedford, Colesberg, Cradock, Graaff-Reinet, Hanover, Humansdorp, Jansenville, Maraisburg, Middelburg (Kaap), Murraysburg, Oudtshoorn, Pearston, Port Elizabeth, Richmond (Kaap), Somerset-Oos, Steytlerville, Steynsburg, Uniondale, Uitenhage, Venterstad en Willowmore—die inspekteur wat die *Afdelingsinspekteur, Departement van Arbeid, Port Elizabeth (Posbus 3029)* is;
- (f) die magistraatsdistrikte Beaufort-Wes, Bellville, Bredasdorp, Caledon, Calvinia, die Kaap, Carnarvon, Clanwilliam, Ceres, Fraserburg, George, Knysna, Ladismith (Kaap), Laingsburg, Malmesbury, Montagu, Mosselbaai, Namakwaland, Paarl, Piketberg, Prince Albert, Riversdal, Robertson, Simonstad, Somerset-Wes, Stellenbosch, Sutherland, Swellendam, Tulbagh, Vanrhynsdorp, Victoria-Wes, Wellington, Williston, Worcester en Wynberg—die inspekteur wat die *Afdelingsinspekteur, Departement van Arbeid, Kaapstad (Posbus 872)* is;
- (g) die provinsie die Oranje-Vrystaat en die magistraatsdistrikte Barkly-Wes, Britstown, De Aar, Gordonia, Herbert, Hay, Hopetown, Kenhardt, Kimberley, Kuruman, Philipstown en Prieska—die inspekteur wat die *Afdelingsinspekteur, Departement van Arbeid, Bloemfontein (Posbus 522)* is.

HOOFSTUK I.

ADMINISTRASIE.

2. REGISTRASIE VAN FABRIEKE.

(1) Tekenings voorgelê ingevolge subartikel (1) van artikel twaalf en subartikel (1) van artikel vyftien van die Wet moet aan die Afdelingsinspekteur voorgelê word en moet besonderhede in die vorm van Aanhangsel F. 1 in duplikaat insluit.

(2) Tekenings voorgelê ingevolge genoemde subartikels moet noukeurige afdrukke of tekenings in ink wees op skaal van—

- (a) in die geval van tekenings van die terrein, een duim vir twintig voet; en
- (b) in die geval van tekenings van geboue, een duim vir agt voet;

of op sodanige ander skale as wat die inspekteur vooraf goedgekeur het. Tekenings van geboue moet o.a. duidelik aantoon: die posisie en afmetings van alle deure, vensters en ander openinge, en enige ander ventilasie-middel, sanitêre en ander geriewe, trappe en brandlere. Elke verdieping moet afsonderlik in tekening, deursnee en aansig aangedui word, tesame met die vloeroppervlakte van elke kamer en die doel waarvoor dit gebruik moet word. Die soort dak moet ook aangedui word.

(3) 'n Aansoek om die registrasie van enige perseel as 'n fabriek ingevolge subartikel (1) van artikel dertien van die Wet moet by die Afdelingsinspekteur ingedien word in die vorm van Aanhangsel F. 2.

(4) Tekenings voorgelê ingevolge subartikel (1) van artikel dertien van die Wet moet aan die Afdelingsinspekteur voorgelê word en moet noukeurige afdrukke of tekenings in ink wees op skaal van—

- (a) in die geval van tekenings van die terrein, een duim vir twintig voet, en
- (b) in die geval van tekenings van die geboue, een duim vir agt voet,

- (b) the Magisterial Districts of Benoni, Bethal, Bloemhof, Boksburg, Brakpan, Christiana, Ermelo, Germiston, Heidelberg (Transvaal), Johannesburg, Klerksdorp, Krugersdorp, Lichtenburg, Mafeking, Marico (Zeerust), Nigel, Piet Retief, Potchefstroom, Roodepoort, Schweizer Reneke, Springs, Standerton, Taungs, Ventersdorp, Vereeniging, Volksrust, Vryburg, Wakkerstroom, Witbank and Wolmaransstad—the inspector who is the *Divisional Inspector, Department of Labour, Johannesburg (P.O. Box 4560)*;
- (c) the Province of Natal and the Magisterial Districts of Bizana, Flagstaff, Lusikisiki, Matatiele, Mount Ayliff, Mount Currie, Tabankulu and Umzimkulu—the inspector who is the *Divisional Inspector, Department of Labour, Durban (P.O. Box 940)*;
- (d) the Magisterial Districts of Albert, Aliwal North, Barkly East, Butterworth, Cathcart, St. Marks (Cofimvaba), East London, Elliot, Elliotdale, Engcobo, Fort Beaufort, Glen Grey (Lady Frere), Herschel, Idutywa, Indwe, Kentani, Keiskama Hoek, Kingwilliamstown, Komgha, Lady Grey, Libode, Maclear, Middelbush, Molteno, Mqanduli, Mount Fletcher, Mount Frere, Ngqeleni, Ngamakwe, Port St. Johns, Peddie, Queenstown, Qumbu, Sterkstroom, Stockenstroom, Stutterheim, Tarka, Tsomo, Tsolo, Umtata, Victoria East, Willowvale, Wodehouse and Xalanga (Cala)—the inspector who is the *Divisional Inspector, Department of Labour, East London (P.O. Box 312)*;
- (e) the Magisterial Districts of Aberdeen, Adelaide, Albany, Alexandria, Bathurst, Bedford, Colesberg, Cradock, Graaff-Reinet, Hanover, Humansdorp, Jansenville, Maraisburg, Middelburg (Cape), Murraysburg, Oudtshoorn, Pearston, Port Elizabeth, Richmond (Cape), Somerset East, Steytlerville, Steynsburg, Uniondale, Uitenhage, Venterstad and Willowmore—the inspector who is the *Divisional Inspector, Department of Labour, Port Elizabeth (P.O. Box 3029)*;
- (f) the Magisterial Districts of Beaufort West, Bellville, Bredasdorp, Caledon, Calvinia, the Cape, Carnarvon, Clanwilliam, Ceres, Fraserburg, George, Knysna, Ladismith (Cape), Laingsburg, Malmesbury, Montagu, Mossel Bay, Namaqualand, Paarl, Piquetberg, Prince Albert, Riversdale, Robertson, Simonstown, Somerset West, Stellenbosch, Sutherland, Swellendam, Tulbagh, Van Rhynsdorp, Victoria West, Wellington, Williston, Worcester and Wynberg—the inspector who is the *Divisional Inspector, Department of Labour, Cape Town (P.O. Box 872)*;
- (g) the Province of the Orange Free State, and the Magisterial Districts of Barkly West, Britstown, De Aar, Gordonia, Herbert, Hay, Hopetown, Kenhardt, Kimberley, Kuruman, Philipstown and Prieska—the inspector who is the *Divisional Inspector, Department of Labour, Bloemfontein (P.O. Box 522)*.

CHAPTER I.

ADMINISTRATION.

2. REGISTRATION OF FACTORIES.

(1) Plans submitted in terms of sub-section (1) of section twelve and sub-section (1) of section fifteen of the Act shall be submitted to the Divisional Inspector and shall be accompanied by particulars in the form of Annexure F. 1 in duplicate.

(2) Plans submitted in terms of the said sub-sections shall be accurate prints or drawings in ink to the scale of—

- (a) in the case of plans of the site, one inch to twenty feet; and
- (b) in the case of plans of buildings, one inch to eight feet;

or to such other scales as an inspector may have given prior approval. Plans of buildings shall show clearly, *inter alia*, the position and dimensions of all doors, windows and other openings, and any other means of ventilation, sanitary and other conveniences, stairs and fire-escapes. Each floor shall be shown separately in plan, elevation and cross-section, together with the floor space of each room and the purpose for which it is to be used. The type of roof must also be indicated.

(3) An application for the registration of any premises as a factory, in terms of sub-section (1) of section thirteen of the Act shall be lodged with the Divisional Inspector in the form of Annexure F. 2.

(4) Plans submitted in terms of sub-section (1) of section thirteen of the Act shall be submitted to the Divisional Inspector, and shall be accurate prints or drawings in ink to the scale of—

- (a) in the case of plans of the site, one inch to twenty feet; and
- (b) in the case of plans of the buildings, one inch to eight feet;

of op sodanige ander skale as wat die inspekteur vooraf goed-gekeur het; met dien verstande dat die Afdelingsinspekteur kan wegdoen met die voorlegging van tekenings in gevalle waar tekenings alreeds voorgelê ingevolge subartikel (1) van artikel *twaaif* van die Wet deur 'n inspekteur goedgekeur is as die gebou onder bespreking in ooreenstemming daarmee opgerig is en geen bouverandering of boubyvoeging tot genoemde gebou aangebring is nie. Tekenings van geboue moet o.a. duidelik aantoon die posisie en afmetings van alle deure, vensters en ander openinge, en enige ander ventilasie-middel, saniteits- en ander geriewe, trappe en brandlere. Elke verdieping moet afsonderlik aangedui word; tesame met die vloeroppervlakte van elke kamer en die doel waarvoor dit gebruik sal word.

(5) By die voorlegging van tekenings moet geld ter waarde van twee pond aan die Afdelingsinspekteur deur enige persoon betaal word wat sodanige tekenings ingevolge artikel *twaaif* van die Wet voorlê; met dien verstande dat as die vloeroppervlakte van die geboue wat op die tekenings aangetoon word 1,000 vierkante voet oorskry, 'n bykomende pond ten opsigte van elke bykomende 1,000 vierkante voet betaal moet word.

(6) 'n Registrasiesertifikaat uitgereik ingevolge subartikel (2) van artikel *dertien* van die Wet moet in die vorm van Aanhangsel F. 3 wees.

(7) 'n Voorwaardelike fabrieksperrit uitgereik ingevolge subartikel (3) van artikel *dertien* van die Wet moet in die vorm van Aanhangsel F. 4 wees.

(8) Ondervermelde geld moet aan die Afdelingsinspekteur deur 'n houer deur middel van ongeroëerde inkomsteseëls betaal word—

- (a) vir die uitreiking van 'n registrasiesertifikaat: twintig sjielings;
- (b) vir die uitreiking van 'n voorwaardelike fabrieksperrit: tien sjielings;
- (c) ten opsigte van enige wysiging ingevolge subartikel (4) van artikel *dertien* van die Wet: vyf sjielings;
- (d) ten opsigte van die oordrag van enige registrasiesertifikaat ingevolge subartikel (1) van artikel *agtien* van die Wet: tien sjielings.

3. HOU VAN AANTEKENINGS.

(1) Die aantekenings wat ingevolge subartikel (1) van artikel *nege* van die Wet van 'n werkgewer verlang word om te hou, moet in die vorm van Aanhangsels F. 5 en F. 6 wees.

(2) Die fabrieksregister wat aan 'n houer ingevolge subartikel (1) van artikel *tien* van die Wet uitgereik word, moet in die vorm van Aanhangsel F. 7 wees.

(3) Die geld wat ingevolge subartikel (3) van artikel *tien* van die Wet vir die uitreiking van 'n duplikaat-register deur 'n houer betaal moet word, is twintig sjielings wat aan die Afdelingsinspekteur deur middel van 'n ongeroëerde inkomsteseël betaal moet word.

(4) Elke gebruiker moet op die perseel, in die vorm van Aanhangsel F. 8, aantekenings hou van alle ongevalle wat van hom verlang word om ingevolge artikel *een-en-dertig* van die Wet te rapporteer.

(5) Enige gebruiker wat in gebreke bly om aan die bepalings van subregulasie (4) te voldoen, is aan 'n misdryf skuldig.

4. APPELLE AAN MINISTER.

(1) Iemand wat wens om ingevolge artikel *twee-en-veertig* van die Wet by die Minister appèl aan te teken, moet sy appèl in duplikaat skriftelik by die Afdelingsinspekteur indien.

(2) Die appèl moet die grond waarop appèl aangeteken word volledig en duidelik uiteensit tesame met enige vertoë wat die appellant graag wil maak waarom die Minister die beslissings of bevels van die inspekteur in die teenoorgestelde rigting moet stuur of moet verander.

5. VRYSTELLINGS.

Lisensies uitgereik ingevolge artikel *vier-en-vyftig* van die Wet moet deur die Afdelingsinspekteur onderteken word of deur 'n amptenaar wat in sy plek optree.

6. AFSKRIFTE VAN WET EN REGULASIES.

(1) Elke werkgewer, houer, gebruiker, boumeester en uitgraver moet 'n afskrif van die Wet verkry en van die regulasies ingevolge daarvan opgestel en moet ten alle tye 'n afskrif daarvan in sy perseel hou wat vir persone wat daar werk vir insae beskikbaar is.

(2) Enige persoon wat in gebreke bly om te voldoen aan die bepalings van subregulasie (1) is aan 'n misdryf skuldig.

7. KENNISGEWING DEUR GEBRUIKERS.

(1) Elke gebruiker wat nie 'n werkgewer of houer is nie, moet die Afdelingsinspekteur dadelik van ondervermelde inligting skriftelik voorsien:—

- (a) Naam van gebruiker.
- (b) Naam of titel waaronder sy besigheid voortgesit word.
- (c) Sy besigheidsadres.
- (d) Die posisie van al die masjinerie wat hy besit of waaruit hy by die gebruik daarvan voordeel trek.

or to such other scales as an inspector may have given prior approval: Provided that the Divisional Inspector may dispense with the submission of plans in cases where plans already submitted in terms of sub-section (1) of section *twelve* of the Act have been approved by an inspector if the building in question has been erected in accordance therewith and no alteration or addition to the said building has been effected. Plans of buildings shall show clearly, *inter alia*, the position and dimensions of all doors, windows and other openings, and any other means of ventilation, sanitary and other conveniences, stairs and fire-escapes. Each floor shall be shown separately, together with the floor space of each room and the purpose for which it is to be used.

(5) A fee of two pounds shall be paid to the Divisional Inspector by any person who submits plans in terms of section *twelve* of the Act upon submission of such plans: Provided that when the floor space of the buildings shown on the plans exceeds 1,000 square feet an additional one pound shall be payable in respect of each additional 1,000 square feet.

(6) A registration certificate issued in terms of sub-section (2) of section *thirteen* of the Act shall be in the form of Annexure F. 3.

(7) A provisional factory permit issued in terms of sub-section (3) of section *thirteen* of the Act shall be in the form of Annexure F. 4.

(8) The following fees shall be paid to the Divisional Inspector by an occupier by means of uncanceled revenue stamps—

- (a) for the issue of a registration certificate: twenty shillings;
- (b) for the issue of a provisional factory permit: ten shillings;
- (c) in respect of any variation in terms of sub-section (4) of section *thirteen* of the Act: five shillings;
- (d) in respect of the transfer of any registration certificate in terms of sub-section (1) of section *eighteen* of the Act: ten shillings.

3. KEEPING OF RECORDS.

(1) The record which an employer is required to keep in terms of sub-section (1) of section *nine* of the Act shall be kept in the form of Annexures F. 5 and F. 6.

(2) The factory register which is issued to an occupier in terms of sub-section (1) of section *ten* of the Act, shall be in the form of Annexure F. 7.

(3) The fee which an occupier shall pay for the issue of a duplicate register in terms of sub-section (3) of section *ten* of the Act shall be twenty shillings which shall be paid to the Divisional Inspector by means of an uncanceled revenue stamp.

(4) Every user shall keep on the premises, in the form of Annexure F. 8, a record of all accidents which he is required to report in terms of section *thirty-one* of the Act.

(5) Any user who fails to comply with the provisions of sub-regulation (4) shall be guilty of an offence.

4. APPEALS TO MINISTER.

(1) Any person desirous of appealing to the Minister in terms of section *forty-two* of the Act shall lodge his appeal, in duplicate in writing, with the Divisional Inspector.

(2) The appeal shall set out fully and clearly the grounds upon which it is made together with any representations which the appellant desires to make as to why the Minister should reverse or alter the decisions or instructions of the inspector.

5. EXEMPTIONS.

Licences issued in terms of section *fifty-four* of the Act shall be signed by the Divisional Inspector, or by an officer acting in his stead.

6. COPIES OF ACT AND REGULATIONS.

(1) Every employer, occupier, user, builder, and excavator shall procure a copy of the Act and the regulations made thereunder and shall at all times keep a copy on his premises, available for perusal by persons working thereon.

(2) Any person who fails to comply with the provisions of sub-regulation (1) shall be guilty of an offence.

7. NOTIFICATION BY USERS.

(1) Every user who is not an employer or occupier shall forthwith furnish the Divisional Inspector with the following information, in writing:—

- (a) Name of user.
- (b) Name or style under which his business is carried on.
- (c) His business address.
- (d) The situation of all the machinery he owns or from the use of which he benefits.

(2) Elke gebruiker moet by 'n wysiging in die naam of titel waaronder sy besigheid voortgesit word, of in sy besigheidsadres, die Afdelingsinspekteur dadelik skriftelik kennis gee van sodanige verandering.

(3) Enige persoon wat in gebreke bly om aan die bepalings van subregulasie (1) of (2) te voldoen, is aan 'n misdryf skuldig.

8. ONGEVALLE.

(1) Kennisgewing van 'n ongeval ingevolge artikel een-en-dertig van die Wet moet in duplikaat aan die Afdelingsinspekteur in die vorm van Aanhangsel F. 9 geskied.

(2) Behalwe dit moet die betrokke werkgewer, of die houer of die gebruiker, of die boumeester, of die uitgraver, na gelang van die geval, die ongeval dadelik aan die Afdelingsinspekteur per telefoon of per telegram, indien prakties moontlik, rapporteer.

(3) As persoonlike besering wat uit 'n ongeval ontstaan die afsterwe van 'n beseerde persoon ten gevolge het nadat kennis gegee is ingevolge artikel een-en-dertig van die Wet, moet die betrokke werkgewer of houer, of die gebruiker, of die boumeester, of die uitgraver, na gelang van die geval, die Afdelingsinspekteur dadelik daarvan in kennis stel.

(4) As 'n ongeval verlies van menselewe ten gevolge het, mag geen persoon die plek waar die ongeval plaasgevind het of enige voorwerpe betrokke by die ongeval voor die aankoms van 'n inspekteur of sonder sy toestemming versteur nie; met dien verstande dat sodanig opgetree kan word soos dit nodig mag wees om 'n verdere ongeval te voorkom, om dooie liggamme te verwyder of om persone uit gevaar te red.

(5) As 'n inspekteur besluit om ingevolge artikel twee-en-dertig van die Wet 'n ondersoek in te stel, moet hy die betrokke werkgewer, of die gebruiker, of die boumeester, of die uitgraver, na gelang van die geval, in kennis stel van die datum, tyd en plek van sodanige ondersoek, en sodanige werkgewer, gebruiker, boumeester of houer moet getuies van die ongeval van sodanige datum, tyd en plek dadelik verwittig.

(6) 'n Dagvaarding vir die bywoning van 'n getuie by 'n ondersoek moet in die vorm van Aanhangsel F. 10 wees.

(7) Enige sodanige dagvaarding kan op die persoon gedien word wat persoonlik gedagvaar word, of deur 'n geregistreerde brief te pos wat aan hom persoonlik geadresseer is of onder sy gewone besigheidsnaam of -titel op sy besigheidsplek of sy woning.

As die dagvaarding op die persoon gedien word wat persoonlik gedagvaar word, kan die diening van sodanige dagvaarding geskied, deur enige persoon wat deur die inspekteur wat dit onderteken het daartoe gemagtig is.

(8) 'n Getuie wat gedagvaar word om voor 'n inspekteur te verskyn—

(a) moet, as die reis of enige gedeelte daarvan afgelê kan word deur gebruik te maak van die spoor- of padmotordiens van die Spoorwegadministrasie, voorsien word van 'n vry spoorwegorder vir sodanige reis of gedeelte daarvan, en moet gebruik maak van sodanige diens of dienste tensy die gebruik daarvan onder omstandighede prakties onmoontlik is;

(b) moet, as die reis of enige gedeelte daarvan nie afgelê kan word deur gebruik te maak van enige van die dienste genoem in paragraaf (a) nie of as dit onder omstandighede onmoontlik is om gebruik daarvan te maak, deur middel van enige ander openbare vervoermiddel reis tensy die gebruik daarvan onder omstandighede prakties onmoontlik is, en moet vir die werklike reisgeld betaal of vergoed word;

(c) moet, as die reis of enige gedeelte daarvan nie afgelê kan word deur gebruik te maak van enige van die vervoermiddels genoem in paragraaf (a) of (b), of as dit onder omstandighede prakties onmoontlik is om daarvan gebruik te maak, enige ander vervoermiddel gebruik met inbegrip van sy eie daarvoor, en moet 'n toelae vir die onkoste van sodanige vervoer betaal word teen 'n tarief van hoogstens vier pennies per myl vir elke myl van sodanige reis of gedeelte daarvan;

(d) moet, ingeval hy volgens die mening van die inspekteur, in gehoorsaamheid aan die dagvaarding, geldelike verlies gely het of op koste geja is, behalwe reisonkoste, die bedrag daarvan betaal word of 'n bedrag van £1 per dag of gedeelte van 'n dag, na gelang van die minste.

(9) As enige betaling of terugbetaling ingevolge paragraaf (b) of (c) of subregulasie (8) aan 'n getuie gedoen moet word, moet die bedrag daarvan bereken word volgens die tipe of soort hulpmiddel wat die getuie volgens die mening van die Sekretaris van Arbeid, omstandighede in aanmerking geneem, gewoonlik van hom verwag om te gebruik, asof hy op eie rekening sou gery het.

(10) Die Sekretaris van Arbeid kan volgens sy oordeel sodanige spoorwegorders, bevels of ander opdragte uitreik wat die getuie in staat sal stel om die ondersoek by te woon en sodanige bedrae voorskiet vir die toelae betaalbaar aan sodanige getuie ingevolge paragraaf (b) of (d) van subregulasie (8) soos wat hy mag besluit, hangende die finale afrekening van 'n eis van die getuie ingevolge genoemde paragraaf. By die uitreiking van enige sodanige spoorwegorders, bevels of ander opdragte moet die hulpmiddel wat verskaf word van die tipe of soort hulpmiddel wees wat die getuie volgens die mening van die Sekretaris van Arbeid, omstandighede in

(2) Every user shall upon a change occurring in the name or style under which his business is carried on, or in his business address, forthwith notify the Divisional Inspector, in writing, of such change.

(3) Any person who fails to comply with the provisions of sub-regulation (1) or (2) shall be guilty of an offence.

8. ACCIDENTS.

(1) Notice of an accident in terms of section thirty-one of the Act shall be given in duplicate to the Divisional Inspector in the form of Annexure F. 9.

(2) In addition, the employer concerned, or the occupier or the user, or the builder, or the excavator, as the case may be, shall forthwith report the accident to the Divisional Inspector by telephone or telegraph, if practicable.

(3) When personal injury arising from an accident results in the death of the person injured after notice has been given in terms of section thirty-one of the Act, the employer or occupier concerned, or the user, or the builder, or the excavator as the case may be, shall forthwith notify the Divisional Inspector thereof.

(4) In the event of an accident causing the loss of human life, no person shall disturb the site at which the accident has occurred or any objects involved in the accident before the arrival of an inspector, or without his consent; provided such action may be taken as may be necessary to prevent a further accident, to remove dead bodies or to rescue persons from danger.

(5) Whenever an inspector decides to hold an enquiry in terms of section thirty-two of the Act he shall notify the employer concerned, or the user, or the builder, or the excavator, as the case may be, of the date, time and place of such enquiry, and such employer, user, builder or occupier shall forthwith advise witnesses of the accident of such date, time and place.

(6) A summons for the attendance of a witness at an inquiry shall be in the form of Annexure F. 10.

(7) Any such summons may be served on the person summoned personally, or by posting a registered letter addressed to him personally or under his usual business name or style at his place of business or his residence.

When the summons is served on the person summoned personally, the service of such summons may be effected by any person authorized thereto by the inspector who has signed it.

(8) A witness who is summoned to appear before an inspector—

(a) shall, if the journey or any portion thereof can be performed by using the rail or motor road service of the Railway Administration, be furnished with a free rail-warrant for such journey or portion thereof, and shall use such service or services unless the use thereof is impracticable in the circumstances;

(b) shall, if the journey or any portion thereof cannot be performed by using any of the services referred to in paragraph (a) or if it is impracticable in the circumstances to make use thereof, travel by means of any other public conveyance unless the use thereof is impracticable in the circumstances, and shall be paid or refunded the actual fare;

(c) shall, if the journey or any portion thereof cannot be performed by using any of the means of transport referred to in paragraph (a) or (b), or if it is impracticable in the circumstances to make use thereof, use any other means of transport including his own therefor, and shall be paid an allowance towards the cost of such transport at a rate not exceeding fourpence per mile for each mile of such journey or portion thereof;

(d) may, if by reason of his obedience to the summons, he has, in the opinion of the inspector, suffered any pecuniary loss or been put to any expense other than travelling expenses, be paid the amount thereof or an amount of £1 per day or part of a day, whichever is the less.

(9) Whenever any payment or refund is, in terms of paragraph (b) or (c) of sub-regulation (8), to be made to any witness, the amount thereof shall be calculated according to the type or class of facility which, in the opinion of the Secretary for Labour, the witness, having regard to the circumstances, would ordinarily be expected to use if he were travelling on his own account.

(10) The Secretary for Labour may, in his discretion issue such rail-warrants, orders, or other instructions as will enable the witness to attend the enquiry and advance such amounts towards the allowances payable to such witness in terms of paragraph (b) or (d) of sub-regulation (8) as he may decide, pending the final adjustment of any claim by the witness in terms of the said paragraphs. In issuing any such rail-warrants, orders, or other instructions, the facility to be furnished shall be of the type or class of facility which, in the opinion of the Secretary for Labour, the witness, having

aanmerking geneem, gewoonlik verwag om te gebruik asof hy uit eie beweging sou gereis het. Wanneer 'n spoorwegorder, bevel, of ander opdrag uitgereik word, moet die getuie in ooreenstemming daarmee reis; as sodanige getuie egter ten opsigte van die reis of gedeelte daarvan enige ander tipe of soort hulpmiddel gebruik as dié wat daarin bepaal is, of in gebreke bly om daarvan gebruik te maak, is hy nie daartoe geregtig om terugbetaal te word ten opsigte van reisonkoste vir daardie reis of gedeelte daarvan met 'n groter bedrag as die bedrag wat ten laste kom teen openbare fondse ten opsigte van sodanige spoorwegorders, bevele of opdragte nie.

(11) Enige persoon wat in gebreke bly om te voldoen aan die bepalings van subregulasies (2), (3) of (4) is aan 'n misdryf skuldig.

9. BETALING VAN TOELAES.

Die toelae wat aan elke werknemer ingevolge paragraaf (d) (iii) van die voorbehoudsbepaling tot subartikel (2) van artikel negentien van die Wet betaal moet word, is een sjieling en ses pennies.

10. STATE.

(1) 'n Werkgewer, houer, gebruiker, boumeester of uitgraver moet op aanvraag te eniger tyd binne sewe dae die Afdelingsinspekteur van 'n staat voorsien waarop aangetoon word: Die getal persone van elke geslag en ras wat in enige fabriek werk, op enige perseel waar masjinerie gebruik word, of bou- of uitgrawingswerk verrig word, tesame met, indien vereis deur die Afdelingsinspekteur, 'n staat wat die ouderdomme van elke sodanige persoon aangee wat jonger as 21 jaar is.

(2) Enige persoon wat in gebreke bly om te voldoen aan die bepalings van subregulasie (1) is aan 'n misdryf skuldig.

11. VOORGESKREWE SOORTE INRIGTINGS.

Ondervermelde soorte inrigtings is voorgeskryf ingevolge subartikel (2) (g) van artikel drie van die Wet:—

- Inrigtings wat uitsluitlik of hoofsaaklik deur middel van staatsfondse onderhou word en wat uitsluitlik gebruik word vir opvoeding of beroepsopleiding;
- verbeteringsgestigte en nywerheidsskole gestig ingevolge die Kinderwet, 1937 (Wet No. 31 van 1937).

12. STRAFBEPALINGS.

'n Persoon wat volgens die bepalings van hierdie hoofstuk skuldig bevind is aan 'n misdryf, is strafbaar met 'n boete van hoogstens vyftig pond of gevangenisstraf van hoogstens ses maande.

AANHANGSEL F. 1.

(Moet in duplikaat voorgelê word.)

DEPARTEMENT VAN ARBEID.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941 (Artikels twaalf en vyftien).

AANSOEK OM GOEDKEURING VAN TEKENINGS.

AAN DIE AFDELINGSINSPEKTEUR,
DEPARTEMENT VAN ARBEID,

- Ek/Ons lê hierby tekenings, aansigte en deursneë vir _____ (nuwe geboue, bouveranderinge of boubyvoegings) voor wat uitgevoer moet word op Standplaas No. _____ Straat No. _____ Voorstad _____
Naam van Fabriek _____
- Mure word gebou van _____
Dak word gebou van _____
Plafonne word gebou van _____
Vloere word gebou van _____
Minimum hoogte van mure in enige kamer wat vir fabrieksdoeleindes gebruik word _____
- Wyse van waterverskaffing _____
Wyse van wegvoer van afvalwater _____
- Soort gemakhuise (water-rioolpypiërling, emmer- of putgemakhuise) _____
- Maksimum getal persone wat in diens geneem sal word:—

	Mans.	Vrouens.	Totaal.
Blankes.....			
Kleurlinge.....			
Asiate.....			
Naturelle.....			
- Aard van Nywerheid _____
- Naam van Argitek _____
Naam van Houer _____
Naam van Eienaar van Eiendom _____

Handtekening van Houer/Eienaar van Eiendom.

Plek _____

Datum _____

regard to the circumstances, would ordinarily be expected to use if he were travelling on his own account. Whenever any rail-warrant, order, or other instruction is issued the witness shall travel in accordance therewith; if, however, such witness uses any type or class of facility other than those specified therein or fails to take advantage thereof in respect of the journey or any portion thereof, he shall not be entitled to be refunded in respect of travelling expenses for that journey or portion thereof more than the amount chargeable against public funds in respect of such rail-warrants, orders or instructions.

(11) Any person who fails to comply with the provisions of sub-regulations (2), (3) or (4) shall be guilty of an offence.

9. PAYMENT OF ALLOWANCES.

The allowance to be paid to each employee in terms of paragraph (d) (iii) of the proviso to sub-section (2) of section nineteen of the Act shall be one shilling and sixpence.

10. RETURNS.

(1) An employer, occupier, user, builder or excavator shall at any time upon demand within seven days furnish the Divisional Inspector with a statement setting out the number of persons of each sex and race working in any factory, on any premises where machinery is used, or building work or excavation work is performed, together with, if required by the Divisional Inspector, a statement giving the ages of each such person below the age of 21 years.

(2) Any person who fails to comply with the provisions of sub-regulation (1) shall be guilty of an offence.

11. PRESCRIBED CLASSES OF INSTITUTIONS.

The following classes of institutions are prescribed in terms of sub-section (2) (g) of section three of the Act:—

- Institutions which are maintained wholly or partly from public funds and which are wholly engaged in education or vocational training;
- reformatories and industrial schools established in terms of the Children's Act, 1937 (Act No. 31 of 1937).

12. PENALTIES.

Any person who is convicted of an offence under the provisions of this chapter shall be liable to a fine not exceeding fifty pounds or to imprisonment not exceeding six months.

ANNEXURE F. 1.

(To be submitted in Duplicate.)

DEPARTMENT OF LABOUR.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941 (Sections twelve and fifteen).

APPLICATION FOR APPROVAL OF PLANS.

TO THE DIVISIONAL INSPECTOR,
DEPARTMENT OF LABOUR,

- I/We herewith submit plans, cross-sections and elevations for _____ (new building, alterations or additions) to be executed on Stand No. _____ Street No. _____
Township _____
Name of Factory _____
- Walls to be constructed of _____
Roof to be constructed of _____
Ceilings to be constructed of _____
Floors to be constructed of _____
Minimum height of walls in any room to be used for factory purposes _____
- Means of water supply _____
Means of disposal of waste water _____
- Type of closets (water-borne, sewer-borne sewerage, pail or pit closets) _____
- Maximum number of persons to be employed:—

	Male.	Female.	Total.
European.....			
Coloured.....			
Asiatic.....			
Native.....			
- Nature of Industry _____
- Name of Architect _____
Name of Occupier _____
Name of Owner of Property _____

Signature of Occupier/Owner of Property.

Place _____

Date _____

VIR GEBRUIK VAN FABRIEKSINSPEKTEUR.

Tekening ontvang _____ Teruggestuur _____
 Tekening goedgekeur/van die hand gewys _____
 Geld betaal _____

OPMERKING.—Geld ter waarde van £2 is deur enige persoon betaalbaar wat tekenings ingevolge artikel *twalf* van die Wet voorlê, en behalwe dit as die vloeroppervlakte meer as 1,000 vierkante voet is, 'n verdere £1 ten opsigte van elke bykomende 1,000 vierkante voet.

AANHANGSEL F. 2.

Geregistreerde No. _____

DEPARTEMENT VAN ARBEID.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941
(Artikel *dertien*).

AANSOEKVORM VIR REGISTRASIE VAN 'N FABRIEK.

AAN DIE AFDELINGSINSPEKTEUR,

Hierby doen ek aansoek vir die registrasie van die perseel No.

in _____ (Straat) _____ (Dorp)
 as 'n Fabriek binne die betekenis van die „Wet op Fabriek, Masjinerie en Bouwerk, 1941” en verklaar dat onderstaande inligting na die beste van my wete reg is.

*Handtekening van persoon wat die perseel
 hou of van voornemens is om dit te hou.*

Datum _____

1. Naam en titel waaronder die besigheid van die fabriek voortgesit word _____
2. Verklaar of „Persoonlik”, „Vennootskap”, „Maatskappy Beperk” of „Koöperatiewe Vereniging”, ens _____
3. Volle naam van heur (d.i. persoon wat die besigheid bestuur of beheer) _____
4. Posbus No. _____ Telefoon No. _____ Telegrafiese Adres _____
5. Aard van goedere of artikels wat vervaardig of mee gehandel word _____

6. Beskrywing van grondstowwe wat gebruik word _____

7. Aard van motors en/of masjiene geïnstalleer:—

Aard _____ *Perdekrag.* _____
 (stoom, elektrisiteit, olie, gas, ens.).

8. Maksimum getal persone (met inbegrip van werkende werkgewers) wat in diens geneem sal word:—

	Blankes.	Kleur- linge.	Asiate.	Natu- relle.	Totaal.
Mans.....					
Vrouens...					

9. (a) Meld aard van private akkomodasie (water, grond of ander) _____
 (b) Meld getal gemakinrigtings vir elke ras en geslag _____
10. Was- en badgeriewe vir elke ras en geslag _____
11. (a) Kleed- en ruskamers vir elke ras en geslag _____
 (b) Toesluitkassies vir elke ras en geslag _____
12. Voorsiening van ontsnappingsmiddels in geval van brand _____
13. Getal kamers en vloeroppervlakte van elk in vierkante voet (vul besonderhede hieronder in).

FOR FACTORY INSPECTOR'S USE.

Plan received _____ Returned _____
 Plan approved/not approved _____
 Fees paid _____

NOTE.—A fee of £2 is payable by any person who submits plans in terms of section *twelve* of the Act and in addition, when the floor space exceeds 1,000 square feet, a further £1 in respect of each additional 1,000 square feet.

ANNEXURE F. 2.

Registered No. _____

DEPARTMENT OF LABOUR.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941
(Section *thirteen*).

FORM OF APPLICATION FOR REGISTRATION OF A FACTORY.

TO THE DIVISIONAL INSPECTOR,

I hereby apply for the registration of the premises No.

in _____ (Street) _____ (Town)
 as a Factory within the meaning of “The Factories Machinery and Building Work Act, 1941” and declare that the following information is to the best of my knowledge correct.

*Signature of person occupying or
 intending to occupy premises.*

Date _____

1. Name or style under which the business of the factory is carried on _____

2. State whether “Individual”, “Partnership”, “Limited Company”, or “Co-operative Society”, etc. _____

3. Full name of occupier (i.e. person having management or control of business) _____

4. P.O. Box No. _____ Telephone No. _____ Telegraphic Address _____

5. Nature of goods or articles manufactured or dealt with _____

6. Description of raw materials used _____

7. Details of motors and/or engines installed:—

Nature _____ *Horse Power.* _____
 (steam, electricity, oil, gas, etc.).

8. Maximum number of persons (including working employers) to be employed:—

	Euro- pean.	Coloured.	Asiatics.	Natives.	Total.
Males.....					
Females....					

9. (a) State nature of privy accommodation (water, earth or other) _____

- (b) Give number of privies for each race and sex _____

10. Washing and bathing conveniences for each race and sex _____

11. (a) Change rooms and rest rooms for each race and sex _____

- (b) Lockers for each race and sex _____

12. Means of escape provided in case of fire _____

13. Number of rooms and floor space of each in square feet (fill in details below).

[illegible]

OPMERKING.—Hierdie vorm moet, tensy tekenings reeds deur 'n inspekteur goedgekeur is, vergesel wees van tekenings wat noukeurig gedruk of in ink geteken is op skaal van—

- (a) in die geval van tekenings van die terrein, een duim vir twintig voet, en
(b) in die geval van tekenings van die geboue, een duim vir agt voet.

Die tekenings van die geboue moet aantoon : die posisie en afmetings van alle deure, vensters en ander openings en enige ander ventilasie-middel, sanitêits- en ander geriewe, trappe en brandlêer. Elke verdieping moet afsonderlik aangetoon word, tesame met die vloerooppervlakte van elke kamer en die doel waarvoor dit gebruik sal word.

AANHANGSEL F. 3.

DEPARTEMENT VAN ARBEID.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

REGISTRASIESERTIFIKAT.

20s.
Inkomsteseël.

Rekening No. _____ Naam van Fabrick _____

ed verklaar dat die perseel van bogenoemde fabriek

(adres)

Rouwerk.

[illegible]

NOTE.—This form must unless plans have already been approved by an inspector be accompanied by plans accurately printed or drawn in ink to the scale of:—

- (a) in the case of the plan of the site, one inch to twenty feet, and
- (b) in the case of the plan of the buildings, one inch to eight feet.

The plan of the buildings must show the position and dimensions of all doors, windows and other openings, and any other means of ventilation, sanitary and other conveniences, stairs and fire-escapes. Each floor must be shown separately, together with the floor space of each room and the purpose for which it is to be used.

ANNEXURE F. 3^d

DEPARTMENT OF LABOUR.

THE FACTORIES, MACHINERY AND BUILDING WORK
ACT, 1941.

CERTIFICATE OF REGISTRATION.

20s.
Revenue Stamp.

Certificate No. _____ Name of Factory _____

This is to certify that the premises of the abovenamed factory
at _____
(Address)

occupied by.....
(Name of occupier)

have this day been registered under the Factories, Machinery and Building Work Act, 1941, as a factory for _____

(Activity in respect of which registered)

provided the following conditions are observed:

WYSIGINGS.

5s.
Inkomsteseël.

Hierby word verklaar dat bostaande registrasiesertifikaat as volg gewysig is:—

Plek _____ Inspekteur.

Datum _____ 19 _____

OORPLASING.

10s.
Inkomsteseël.

Hierby word verklaar dat bovermelde sertifikaat deur my oorgeplaas is _____ aan _____ (houer)

(aanstaande houer)

Plek _____ Handtekening van Houer.

Datum _____ 19 _____

Goedgekeur.

Plek _____ Inspekteur.

Datum _____ 19 _____

AANHANGSEL F. 4.

DEPARTEMENT VAN ARBEID.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

VOORWAARDELIKE FABRIEKSPERMIT.

10s.
Inkomsteseël.

No. van Permit _____ Naam van Fabriek _____

Hierby word verklaar dat _____ (naam van houer)

toegelaat word om die perseel van bovermelde fabriek te _____

(adres)

vanaf _____ tot _____ te bewoon; met dien verstande dat ondervermelde nagekom word:—

Plek _____ Inspekteur.

Datum _____ 19 _____

WYSIGINGS.

5s.
Inkomsteseël.

Hierby word verklaar dat bostaande permit as volg gewysig

VARIATIONS.

5s.
Revenue Stamp.

This is to certify that the above certificate of registration has been varied as follows:—

Place _____ Inspector.

Date _____ 19 _____

TRANSFER.

10s.
Revenue Stamp.

This is to certify that the above certificate has been transferred by me _____ to _____ (Occupier)

(Intending occupier)

Place _____ Signature of Occupier.

Date _____ 19 _____

Approved.

Place _____ Inspector.

Date _____ 19 _____

ANNEXURE F. 4.

DEPARTMENT OF LABOUR.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

PROVISIONAL FACTORY PERMIT.

10s.
Revenue Stamp.

Permit No. _____ Name of Factory _____

This is to certify that _____ (Name of occupier)

is permitted to occupy the premises of the abovementioned factory at _____

(Address)

from _____ to _____ provided the following conditions are observed:—

Place _____

Date _____ 19 _____

REGISTER VAN TYD EN LONE.

I. Meld skofte in inrigting gewerk:—

(Indien slegs een skof per dag gewerk is, meld die gewone ure wat met werk begin en opgehou is, nl. _____ v.m. tot _____ n.m.)

11. Besonderhede ten opsigte van persone in diens:—

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
Identiteitsnommer van werknemer (indien enige).	Volle naam.	Beroep.	Ras (Blanke, Kleurling, Asiaat of Naturel).	Meld ouderdom indien onder 21, meld andersins volwassene.	Geslag.	Gewone tyd gewerk (in ure of breuke daarvan. Meld (a), (b) of (c) na die getal ure op elke dag volgens die skofte wat gewerk is. Kyk paragraaf I. (Vul dag van week in.)	Totaal gewone tyd vir week, d.i. sonder oortyd.	Meld of op tydwerk of stukwerk.	Indien tydwerker meld gewone loonskaal per uur, per dag, per week of per maand.	Indien stukwerker meld wettige minimum bedrag per week betaalbaar.	Bedrag verskuldig vir gewone tyd gewerk.	Oortyd gewerk (in ure of breuke daarvan). (Vul dag van week in.)	Totale oortyd vir week (ure).	Bedrag verskuldig vir oortyd gewerk.	Gemagtigde kortings.	Totale bedrag betaal vir gewone tyd en oortyd.	Opmerkings.		
																	Deur werkgever.		Deur inspekteur.
																	(a) Indien korttyd gewerk is, meld rede soos of „afwesigheid van werknemer" of „korttyd deur werkgever verlang". (b) Indien skofte (a), (b), of (c) nie gewerk word nie, meld ure gewerk in elke geval. (c) Indien ander bystand ontvang word, b.v. inwoning of kos, meld aard en waarde daarvan.		
											£ s. d.				£ s. d.	£ s. d.			

OPMERKING.—Hierdie Registers moet vir 'n tydperk van drie jaar gehou word nadat die voorvalle plaasgevind het wat aangeteken is en moet vir inspeksie te eniger tyd gedurende daardie tydperk beskikbaar wees.

FACTORIES MACHINERY AND BUILDING WORK ACT, 1941.

HOURS AND WAGES RECORD.

Week Ending _____ 19__

I. State shifts worked in establishment:—

Shift (a) _____ m. to _____ m.
 Shift (b) _____ m. to _____ m.
 Shift (c) _____ m. to _____ m.

(If only one shift per day worked, state the ordinary hours of commencing and ceasing work, viz. _____ a.m. to _____ p.m.)

II. Particulars in respect of persons employed:—

1 Identity number of employee (if any).	2 Name in full.	3 Occupation.	4 Race (European, Coloured, Asiatic or Native).	5 Specify age if under 21, otherwise state adult.	6 Sex.	7 Ordinary time worked (in hours or fractions thereof). State (a), (b) or (c) after the number of hours on each day according to the shifts worked, vide paragraph I. (Insert day of week.)	8 Total of ordinary time for week, i.e. excluding overtime.	9 State whether on time work or piece work.	10 If time worker state ordinary rate of wages per hour, per day, per week or per month.	11 If piece worker state legal minimum amount payable per week.	12 Amount due for ordinary time worked.	13 Overtime worked (in hours or fractions thereof). (Insert day of week.)	14 Total of overtime for week. (Hours.)	15 Amount due for overtime worked.	16 Authorized deductions.	17 Total amount paid for ordinary time and overtime.	18 Remarks.	
																	By Employer.	By Inspector.
																	(a) If short-time worked specify reason as either "absence of employee" or "short-time required by employer". (b) If not working shifts (a), (b) or (c), state hours worked in each case. (c) If in receipt of other benefits, e.g. lodging or food, state nature and value thereof.	
											£ s. d.				£ s. d.	£ s. d.		

NOTE.—These records shall be retained for a period of three years subsequent to the occurrence of the events recorded and must be available for inspection at any time within that period.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

AANHANGSEL F. 6.

BYWONINGSREGISTER.

Identifikasie No. _____ Naam van Werkgewer _____ Geslag _____
 (Indien enige). Ouderdom _____ (Indien onder 21 jaar).

Datum en dag van week.		Tyd wanneer met werk begin word.	Tussenpouses van diens af.				Tyd wanneer met werk opge- hou word.	Totale getal- ure gewerk.	Opmerkings.
Jaar _____	Maand _____		Af.	Op.	Af.	Op.			
Datum	Dag van week.								
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									

AANTEKENINGS.

(i) Onder opskrifte „af” en „op” in kolomme wat na tussenpouses verwys, vul in tyd wat tussenpouse begin en tyd wat met werk opgehou word. Ingevolge artikel 19 (4) van die Wet word beskou dat 'n werknemer by sy werk is gedurende enige tussenpouse as hy nie vry is om die perseel gedurende die hele van sodanige tussenpouse te verlaat nie.

(ii) Firms wat 'n goedgekeurde „klok”-stelsel gebruik, sal nie verlang word om hierdie vorm te voltooi nie.

FACORIES, MACHINERY AND BUILDING WORK ACT, 1941.

ANNEXURE F. 6.

ATTENDANCE RECORD.

Identity No. _____ Name of Employee _____ Sex _____
 (If any). Age _____ (If under 21).

Date and Day of Week.		Time of commencing Work.	Intervals off Work.				Time of Ceasing Work.	Total No. of Hours Worked.	Remarks.
Year _____	Month _____		Off.	On.	Off.	On.			
Date.	Day of Week.								
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									

NOTES.

(i) Under headings “off” and “on” in columns referring to “intervals” insert time interval commences and time work resumed. In terms of Section 19 (4) of the Act an employee is deemed to be at work during any interval if he is not free to leave the premises during the whole of such interval.

(ii) Firms which utilize an approved “clock” system will not be required to complete this form.

(Voorste Omslag van Register.)

AANHANGSEL F. 7.

DEPARTEMENT VAN ARBEID.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

FABRIEKSREGISTER.

AANTEKENINGS.

- (i) Hierdie register moet op sodanige plek gehou word as wat die Inspekteur kan gelas.
- (ii) As die register op soek raak, moet aansoek aan die Afdelingsinspekteur vir die uitreiking van 'n duplikaat binne 14 dae gedoen word. Die aansoek moet vergesels wees van geld ter waarde van 20s. in die vorm van 'n ongeroerde inkomsteseël vir daardie bedrag.
- (iii) As die register vol is, moet aansoek aan die Afdelingsinspekteur gedoen word vir die uitreiking van 'n vervolgregister wat kosteloos uitgereik sal word.
- (iv) Die register moet deur die houer aan die Afdelingsinspekteur terugbesorg word binne 7 dae nadat hy opgehou het om sodanige fabriek te hou.

(Aan die binnekant van Omslag.)

Naam van Fabriek _____ Geregistreerde No. _____
 Adres van Fabriek _____
 Nywerheid _____

Maksimum getal persone wat van tyd tot tyd toegelaat word om in die fabriek te werk.

Datum en Voorletters.

	Blankes.	Kleurlinge.	Asiate.	Naturelle.	Totale.
Mans.....					
Vrouens..					
TOTAAL					

Datum en Voorletters.

	Blankes.	Kleurlinge.	Asiate.	Naturelle.	Totale.
Mans.....					
Vrouens..					
TOTAAL					

[Eerste 4 bladsye van register—Registrasiesertifikaat (in duplikaat) soos per Aanhangel F. 3.]

(Daaropvolgende bladsye van Register.)

INSPEKSIEVERSLAG VAN FABRIEK.

(Datum van Inspeksie.)

Naam van Fabriek _____ Geregistreerde No. _____

GETAL PERSONE WAT WERK.

	Blankes.	Kleurlinge.	Asiate.	Naturelle.	Totale.
Mans.....					
Vrouens..					
TOTAAL					

OPMERKINGS OOR:

- A. 1. Toestande van die gebou in die algemeen _____
2. Ventilasië en verligting _____
3. Vloer- en lugruimte _____
4. Saniteitsgeriewe en sindelikeid _____
5. Wasgeriewe en drinkwater _____
6. Voorsorg teen brand _____
7. Reëlins i.v.m. Eerstehulp _____
8. Kleed- en ruskamers _____
9. Beskermende klere en sitgeriewe _____

(Front Cover of Register.)

ANNEXURE F. 7.

DEPARTMENT OF LABOUR.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

FACTORY REGISTER.

NOTES.

- (i) This register must be kept in such place as the Inspector may direct.
- (ii) If the register is lost, application must be made to the Divisional Inspector within 14 days for the issue of a duplicate. The application must be accompanied by the fee of 20s. in the form of an uncanceled revenue stamp for that amount.
- (iii) When the register is full, application must be made to the Divisional Inspector for the issue of a continuation register which will be issued free of charge.
- (iv) The register must be returned to the Divisional Inspector by the occupier within 7 days of his ceasing to conduct such factory.

(On inside of Cover.)

Name of Factory _____ Registered No. _____
 Address of Factory _____
 Industry _____

Maximum Number of Persons Permitted to Work in Factory
 from Time to Time.

Date and Initials.

	European.	Coloured.	Asiatic.	Native.	Totals.
Males....					
Females..					
TOTAL..					

Date and Initials.

	European.	Coloured.	Asiatic.	Native.	Totals.
Males....					
Females..					
TOTAL..					

[First 4 pages of Register—Certificate of Registration (in duplicate) as per Annexure F. 3.]

(Subsequent pages of Register.)

FACTORY INSPECTION REPORT.

(Date of Inspection.)

Name of Factory _____ Registered No. _____

NUMBER OF PERSONS WORKING.

	European.	Coloured.	Asiatic.	Native.	Totals.
Males....					
Females..					
TOTALS					

REMARKS ON:

- A. 1. Structural conditions generally _____
2. Ventilation and Lighting _____
3. Floor and Air Space _____
4. Sanitary Accommodation and Cleanliness _____
5. Washing facilities and drinking water _____
6. Fire precautions _____
7. First aid arrangements _____
8. Change and rest rooms _____
9. Protective clothing and seating _____

10. Nakoming van enige spesiale regulasies wat van toepassing is _____
11. Nakoming van uurbepalings en betaling vir oortyd _____
12. Ander bepalings van Wet en Regulasies _____

- B. 1. Omheining en bewaking _____
 2. Ander masjinerieregulasies _____
 3. Grondsluiting van elektriese toerusting _____
 4. Aanplak van Kennisgewings ingevolge Masjinerieregulasies _____

Vereistes :

Inspekteur.

(Voorste Omslag van Register.)

AANHANGSEL F. 8.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

ONGEVALLEREGISTER.

Naam van gebruiker van masjinerie.

Adres

BLADSYE VAN REGISTER.

[illegible]

10. Compliance with any special regulations applicable _____
 11. Compliance with hours provisions and payment for overtime _____
 12. Other provisions of Act and Regulations _____

- B. 1. Fencing and guarding _____
2. Other machinery regulations _____
3. Earthing of electrical equipment _____
4. Posting of notices under Machinery Regulations _____

Requirements :

Inspector.

(Front Cover of Register.)

ANNEXURE F. 8

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

ACCIDENT REGISTER.

Name of User of Machinery.

Address _____

PAGES OF REGISTER:

[illegible]

(in Duplikaat.)

AANHANGSEL F. 9.

DEPARTEMENT VAN ARBEID.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

VERSLAG VAN ONGEVAL.*

DIE AFDELINGSINSPEKTEUR,
DEPARTEMENT VAN ARBEID,Hierby moet ek ondervermelde ongeval rapporteer wat plaas-
gevind het op _____

(plek van ongeval)

ongeveer om _____ m. op die _____
(tyd) (datum)

Beskrywing van ongeval. _____

Blanke: Naam, Beroep.	Asiat: Naam, No. en Datum van Geskrif wat magtigings verleen vir inwoning in Unie of Provinsie.	Naturel of ander Kleurling: Naam, Diens- kontrak- nommer.	Gedood of beseer.	Aard van beserings.

Naam van werkgever, houer, gebruiker, boumeester of uitgraver.

(meld besighedsnaam indien enige)

Adres _____

Handtekening van persoon wat ongeval rapporteer.

Datum versend _____

Bestemming.

Berig van hierdie ongeval moet onmiddellik per telegram of telefoon aan die Afdelingsinspekteur van Arbeid gegee word en hierdie verslag moet aan hom in duplikaat gestuur word so gou as moontlik nadat die ongeval plaasgevind het.

* Vir ongevallen wat gerapporteer moet word, kyk agterkant van vorm.

ONDERVERMELDE ONGEVALLE MOET GERAPPORTEER WORD.

- (a) Alle ongevallen wat verlies van menselewens ten gevolge het.
 (b) Alle gevalle van besering waar noodlottige gevolge verwag word.
 (c) Alle gevalle van bewusteloosheid deur inademing van dampe of giftige gas.
 (d) (i) Alle gevalle waar die aard van die besering sodanig is dat die beseerde persoon nie in staat is of waarskynlik nie in staat sal wees om volle lous vir minstens veertien dae te verdien nie;
 (ii) as die saak nadat hy weens sy besering onbekwaam gemaak is om vir veertien dae lous te verdien, nie gerapporteer is nie.

(In Duplicate.)

ANNEXURE F. 9.

DEPARTMENT OF LABOUR.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

REPORT OF ACCIDENT.*

THE DIVISIONAL INSPECTOR,
DEPARTMENT OF LABOUR,

I have to report the undermentioned accident which occurred at _____

(Place of Accident)

at about _____ m., on the _____
(Time) (Date)

Description of Accident _____

European: Name, Occupation.	Asiatic: Name, No. and Date of Document authorising residence in Union or Province.	Native or other Coloured Person: Name, Service Contract No.	Killed or Injured.	Nature of Injuries.

Name of employer, occupier, user, builder, or excavator.

(State business name if any)

Address _____

Signature of person reporting accident.

Date despatched _____

Designation.

Intimation of this accident to be given immediately by telegraph or telephone to the Divisional Inspector of Labour and this report to be sent in duplicate to him as soon as possible after the accident has occurred.

* For accidents which must be reported see reverse of form.

THE FOLLOWING ACCIDENTS MUST BE REPORTED.

- (a) All accidents causing loss of human life.
 (b) All cases of injury where a fatal issue is anticipated.
 (c) All cases of unconsciousness from the inhalation of fumes or poisonous gas; and
 (d) (i) All cases where the nature of the injury is such that the injured person is unable or likely to be unable to earn full wages for at least fourteen days;
 (ii) if, having been incapacitated from his injury from earning wages for fourteen days, the case has not been reported.

AANHANGSEL F. 10.

WET OP FABRIEKE, MASJINERIE EN BOUWERK, 1941.

ONGEVALONDERSOEK.

DAGVAARDING.

Aan _____ (Naam en Adres van Getuie).

Hierby word van u vereis om persoonlik voor my te verskyn te

(plek)

op _____ om _____
(datum) (tyd)

om getuienis af te lê in verband met _____

en om saam met u te bring en daar en dan aan my die verskillende boeke, geskrifte en/of goedere te lewer wat hieronder bepaal is.

1. _____
2. _____
3. _____

Gegee onder my handtekening te _____
hede die _____ dag van _____ 19 _____

Inspekteur.

ANNEXURE F. 10.

FACTORIES, MACHINERY AND BUILDING WORK ACT, 1941.

ACCIDENT ENQUIRY.

SUMMONS.

To _____ (Name and Address of Witness)

You are hereby required to appear in person before me at

(Place)

on _____ at the hour of _____
(Date)

to give evidence respecting _____

and to bring with you and there and then produce to me the several books, documents and/or things specified hereunder.

1. _____
2. _____
3. _____

Given under my hand at _____
this _____ day of _____ 19 _____

Inspector.

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" " 1221	" " 572	Factories, Machinery and Build- ing Work Act - Continuous Working.
" " 1223	" " 575	Appointmet of Acting Registrar of Companies.