INSPECTION REPORT

1. Name and Designation of the Authorised Officer
2. Name and Address of the Shop/Establishment

3. Name of the Employer

4. R.C. Number
5. Nature of business
6. Number of Employees

(A) A.P. SHOPS AND ESTABLISHMENTS ACT, 1965:
1. Whether Form-III (PC) displayed or not
2. Whether Registration Certificate renewed or not
3. Labour Welfare Fund paid or not for the year
4. Employment Register in Form-XXII
5. Leave Register in Form-XXV
6. Ack. of Appointment letter in Form XXVI
7. Visit Book
8. Weekly Holidays List in Form XX IV
9. Whether name board of the shop/Estt. displayed in Telugu or Not

(B) MINIMUM WAGES ACT
1. Wage register in Form – X
2. Ack. Of Pay slips in Form-XI
3. Abstract of Minimum Wages Act and Rules in Form XII
4. Attendance Register in Form-V

Signature of the Employer / Representative

Date: 28/4/15
Time: 3-100

Asst. Labour Officer

For:

V. Narayana
V. Narayana

K. Reddy

signature of the Inspector/AG

signature of the Inspector/AG