GOVT OF ANDHRA PRADESH
LABOUR DEPARTMENT
INSPECTION REPORT
(A.P. Shops & Estt. Act.)

1. Name and Designation of the authorized officer: S.v. Srinivasa Rao
   (A.O. of ACL / DCL)
2. Name and address of the shop / Estt:
3. Date and Time of inspection:
4. Name / age of the Employer/Manager (Designation with father's Name):
5. Registration No. of Shop / Estt:
6. No. of employees as per the R.C / found on physical verification:
7. Whether Appointment Letters issued:
8. Details of Statutory registers maintained:
   1. Register of employment in Form XXI
   2. Register of leave in Form XXV
   3. Register of wages in Form X / XXIII
   4. Wage slips cops in Form XI
   5. Form XII - Notice Abstract of M.W. Act & Rules
   6. Visit Book
   7. Whether weekly off allowed to workers:
10. Details of leaves (EL / SL / CL) allowed to workers:
11. Whether Labour welfare fund paid:
12. Whether payment of Bonus Act is applicable and details of Bonus paid:
13. Whether equal wages paid to women workers on par with male workers for equal work:
14. Maternity benefit Act: No. of women availed
   the benefit with details:
15. Any other particulars:
16. General remarks of the inspecting officer:
   Which will include any special reports:

Signature of the Employee:

Signature of the Inspector:

Date:

Time:

Remarks:

Registered by:

(Show to the other
     Inspecting Officer)
<table>
<thead>
<tr>
<th>Name of the Employee</th>
<th>Age</th>
<th>Residential address</th>
<th>Date of Appointment</th>
<th>Designation</th>
<th>Minimum wages fixed per month</th>
<th>Minimum Wages paid per month</th>
<th>Signature of the Employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mohan Lakshman</td>
<td>28</td>
<td></td>
<td></td>
<td>Helper</td>
<td>1500</td>
<td>1300</td>
<td></td>
</tr>
<tr>
<td>Venkata Rami</td>
<td>37</td>
<td></td>
<td></td>
<td>Helper</td>
<td>2000</td>
<td>1700</td>
<td></td>
</tr>
<tr>
<td>Hari Srinivas</td>
<td>41</td>
<td></td>
<td></td>
<td>Helper</td>
<td>2500</td>
<td>2200</td>
<td></td>
</tr>
</tbody>
</table>

Signature of the Employer/ Manager of the Shop Establishment

Signature of the Inspecting Officer and designation
Asst. Labour Officer, Bheemunipatnam