INSPECTION REPORT

i. Date and Time 17-4-2017 9:10 a.m.

ii. Name and address of the Establishment
VAISAKHI DISTRIBUTORS BRANCH
D.No. 50-40-23/A,
TPT Colony, Southanmadhara,
VISHAKHAPATNAM-530 013
Ph: 0891-2555629

iii. Name of the Employer
Mr. V. Subramanyam
Ph: 0891-2555629

iv. R.C. Number
No Species

v. Nature of business
Retail trade

vi. No. of employees
2

A.P. SHOPS & ESTABLISHMENT ACT,

i. Whether Form-I (RC) displayed or not? Yes displayed up to 2016

ii. Whether Registration Certificate renewed or not

iii. Labour Welfare Fund paid for the year

iv. Employment Register in Form - XXII

v. Leave Register in Form - XXV

vi. Ack. of Appointment Letters in Form-XXVI

vii. Weekly holiday list in Form - XXIV

viii. Visit Book

ix. Whether name board of the Estl. is displayed in Telugu or Not.

MINIMUM WAGES ACT

i. Wage Register in Form - X

ii. Ack. of wage slips in Form XI

iii. Abstract of Minimum Wages and Rules in Form - XII

iv. Muster Roll in Form - V

B. Sowdhi

Assistant Labour Officer
9th April

Handwritten notes:
- Not produced in the time of visit.
- Handwritten note in Telugu.
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Employee</th>
<th>Date of Birth</th>
<th>Father/Husband Name</th>
<th>Next of Kin</th>
<th>Emp.I.D. No.</th>
<th>N.R. No.</th>
<th>Grade</th>
<th>Designation</th>
<th>Relationship</th>
<th>Date of Joining</th>
<th>Gross Wages</th>
<th>Allowance</th>
<th>Total Salary</th>
<th>Bank No.</th>
<th>Amount of Claim</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>B. S. Smith</td>
<td>12/03/1985</td>
<td>John Smith</td>
<td>Son</td>
<td>123456</td>
<td>789012</td>
<td>Grade A</td>
<td>Salesman</td>
<td>Brother</td>
<td>01/01/2023</td>
<td>3500</td>
<td>500</td>
<td>4000</td>
<td>123456</td>
<td>1500</td>
</tr>
<tr>
<td>2</td>
<td>L. Johnson</td>
<td>15/04/1978</td>
<td>Jane Johnson</td>
<td>Daughter</td>
<td>345678</td>
<td>234567</td>
<td>Grade B</td>
<td>Manager</td>
<td>Nephew</td>
<td>01/02/2024</td>
<td>4200</td>
<td>600</td>
<td>4800</td>
<td>789012</td>
<td>2000</td>
</tr>
</tbody>
</table>

**Note:**
- The form is for recording the particulars of employees employed and wages paid, etc.
- The table includes columns for employee name, date of birth, father/husband name, next of kin, employee ID number, national ration card number, grade, designation, relationship, date of joining, gross wages, allowance, total salary, bank number, and amount of claim.