

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

Date: 27.4.2015
Time: 10-35 AM

- 1 Name and Designation of the authorized officer Sri R.V. Srinivasa Rao
(ALO/ACL / DCL) Asst. Labour officer, Bheemunipatnam.
- 2 Name and address of the shop / Estt.:
Neeraj Siva Reddy Sweets
Main Road, Tagarapurusa.
- 3 Date and Time of inspection
- 4 Name age of the Employer/Manager. Smt. Marada (Ammi)
(Designation with father's Name) w/o Kesava Rao.
1st ward, Banglow mette,
Tagarapurusa. 9505161282
- 5. Registration No. of Shop/Estt
- 6. No of employees as per the R.C./found /
on physical verification (obtained details of workers)
- 7. Whether Appointment Letters issued
- 8. Details of Statutory registers maintained
 - 1. Register of employment in Form XXII
 - 2. Register of leave in Form XXV.
 - 3. Register of wages in Form X / XXIII
 - 4. Wage slips copies in Form XI
 - 5. Form XII Notice Abstract of M.W. Act & Rules
 - 6. Visit Book
- 9. Whether weekly off allowed to workers
- 10. Details of leaves (EL/SL/CL) allowed to workers
- 11. Whether Labour welfare fund paid,
if so specify details
- 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 the officer
Which will include any special reports.
Shop newly opened
A drive to Apply to Registration & Renewal under APSE Act

Registers and Records
under APSE Act &
M.W. Act. not produced
A drive to APPRising
produce the Records and
Records.

Signature of the Employer/
Manager with Stamp

[Signature]
Signature of the Inspector
Asst. Labour officer
Bheemunipatnam.

STATEMENT SHOWING THE PARTICULARS OF THE EMPLOYEES EMPLOYING IN SHOP/ ESTABLISHMENT

No.	Name of the Employee with Father's Name	Age	Residential address	Date of Appointment	Designation	Minimum wages fixed per month	Minimum Wages paid per month	Signature of the Employee
1	D. Venkatesh Babu's Sri. Babu.		Gudivada	4 days	M.L.P.		6500/-pm	

M. K. S. S. S.

Signature of the Employer/ Manager
of the Shop/ Establishment

[Handwritten Signature]

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