



GOVERNMENT OF WEST BENGAL

INSPECTION NOTE

Establishment / Shop Details

Date of Inspection & Time :

Name of the Industry / Establishment / Shop :

Address Of Industry / Establishment / Shop :

Nature of Industry / Business :

Name of the person present during this inspection:

Designation of the person present during this inspection :

Mobile No of the person present during this inspection :

Number of workers employed

No of workmen	Male	Female
No of workmen for master role		
No of contractual labour		
No of other worker engaged		

Inspector

*of The Minimum Wages Act &
The W.B Workmen's House-Rent Allowance
Act, 1974 & W.B Rules 1975 thereunder*

Owners/Principal Employer/Contractor/Manager/MD/CEO/Others 1	
Name of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	
Address, Mobile no and Email of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	Mobile No : Email : Reg/Lincense No:

Owners/Principal Employer/Contractor/Manager/MD/CEO/Others 2	
Name of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	
Address, Mobile no and Email of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	Mobile No : Email : Reg/Lincense No:

Owners/Principal Employer/Contractor/Manager/MD/CEO/Others 3	
Name of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	
Address, Mobile no and Email of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	Mobile No : Email : Reg/Lincense No:

Owners/Principal Employer/Contractor/Manager/MD/CEO/Others 4	
Name of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	
Address, Mobile no and Email of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	Mobile No : Email : Reg/Lincense No:

Owners/Principal Employer/Contractor/Manager/MD/CEO/Others 5	
Name of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	
Address, Mobile no and Email of the Owners/Principal Employer/Contractor/Manager/MD/CEO/Others	Mobile No : Email : Reg/Lincense No:

Inspector
of The Minimum Wages Act &
The W.B Workmen's House-Rent Allowance
Act, 1974 & W.B Rules 1975 thereunder

**Infringements Under The W.B Workmen's House-Rent Allowance Act, 1974 & W.B Rules
1975 thereunder**

SL.NO	INFRINGEMENTS	DETECTED
1	Sec. 4 : By not paying the House Rent Allowance to any of the workmen employed/the workmen mentioned below	
2	Sec. 7(3) : By not producing the relevant registers and records maintainable under the Act on demand.	
3	Sec. 9 read : with Rule-4 By not maintaining Register of House Rent Allowance in Form-A.	
4	Sec. 9 read : By not maintaining Register of workmen in Form-J with Rule-13	
5	Rule-16 : By not maintaining the visit Book.	
6	OTHER INFRIGMENT	
7	OTHER INFRIGMENT	
8	OTHER INFRIGMENT	

In view of the above noted infringements so detected during this inspection, the employer is directed to remove the violations/irregularities immediately and to produce the Registers/documents before the undersigned on ----- at ----- positively for verification. Failure to comply with the above direction may follow suitable steps under the statute without any further reference from this end. This inspection report is prepared on the spot and duly signed by the undersigned and explained the same to the employer/person present in his own vernacular language.

Inspector
of The Minimum Wages Act &
The W.B Workmen's House-Rent Allowance
Act, 1974 & W.B Rules 1975 thereunder