

INSPECTION NOTE

[ Under Payment of Gratuity Act, 1972 and W B Rules made thereunder ]

1. Date & time of Inspection : 06/02/18 , 12.45 pm  
2. Name & Address of the Establishment : M/S - Adi Mohini Mohon Kanjilal Marketing Pvt Ltd,  
Address - 79/2, Mahatma Gandhi Road Kot-700009  
Ward / Municipality- 40 P.S - Anharita Street -  
Regd. Office Address, if any -

3. Name & Address of the Employer(s) :

(i) Name - Mr. Ashish Kanjilal Address - to  
Ward/Municipality - to + 3 other (Directors) P.S - to  
Email Id - adimohini.mohonkanjilal@yahoo.in Contact No.- 9830814797  
\* Kanjilal

3. Nature of employment : Shop covered with Commercial establishment.

4. Trade Licence No. : 005131014306

5. No. of worker(s) employed Direct - Male : 80 Female : 00 Total- 80

Through Contractor - Male : Female : Total-

6. Maximum no. of persons employed on any day during the preceding 12 months with date : 80

7. Wage Period : Monthly

8. Name & designation of the person(s) present during inspection : Debashish Ghata (Account Deptt)  
9830161981

9. Irregularities / Violations (Marked as ✓) :-

- (i) Rule 4(2) : By not displaying abstract of the Act and Rules .  
(ii) Rule 3(1) : By not producing any records regarding service of notice of opening in form A to the Controlling Authority, if served within prescribed period.  
(iii) Rule 3(2) : By not producing any records regarding service of notice of change in form B to the Controlling Authority in regard to the information furnished in form A, if served within prescribed period.  
(iv) Rule 3(3) : By not producing any records regarding sending of notice of closure in form C within prescribed Period.  
(v) Rule 4(1) : By not displaying the notice specifying the name of the Person with designation authorized to take nominations, notice and applications from the concerned employees.  
(vi) Rule 6(2) : By not preserving/producing the nominations in form F after proper verification and attestation.  
(vii) Rule 9 : By not maintaining/producing register recording details of payment of Gratuity.  
(viii) Sec 4(1) read with Sec 7(3) : By not paying gratuity to the employees as per list enclosed.  
(ix) Sec 4(2) : By not paying the gratuity to the employees as per list enclosed in correct calculation.  
(x) Sec 7(2) read with Rule 8(1) : By not determining the amount of gratuity and giving notice to the employee listed in the enclosed sheet in form L with a copy to the Controlling Authority within prescribed period.  
(xi) Sec 7B(2) : By not producing any records, registers, notice or other documents for the purpose of examination or verification.

10. Any other irregularities / violations / information.....

In view of the above irregularities/violations detected, the Employer(s) is/are directed to remove the aforesaid irregularities / violations and report compliance along with all registers, records, forms and any other documentary evidences of such compliance in the Office of the Labour Commissioner, EL & MW SECTION, 6, Church Lane, 3<sup>rd</sup> Floor, Kolkata-700001 on 09/02/18 at 5.30 A.M/P.M.

In case of failure to comply with the directions, necessary legal steps will be taken against the Employer(s).

Inspector, Minimum wages & Inspector, Payment of Gratuity Act

Signature of Employer(s) / Person(s) present during inspection.

Debashish Ghata  
06/02/18