


**INSPECTION NOTE**

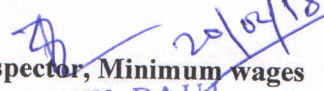
**(Under West Bengal Shops and Establishments Act' 1963 and West Bengal Rules made thereunder)**

1. Date & time of Inspection : 20/02/18, 1-15 pm.
2. Name & Address of the Shop / Establishment : M/S - Adi Akshay & Co.  
Address - 89, Mt Road, Kolkata - 07,  
Ward / Municipality- 39 P.S - Jorasanko.  
Regd. Office Address, if any -
3. Name & Address of the Shop-Keeper(s)/ Employer(s) :  
(i) Name - Shymal K. Basak (prop). 89, Mt Road, Address - Kol-07  
Ward/Municipality - 39 P.S - Jorasanko.  
Email Id - akshaycreation@rediffmail.com. Contact No.- 704400426
4. Nature of trade : whole seller of non food item business.
5. Trade Licence No. :
6. No. of person(s) employed : Direct - Male : 12 Female : x Total- 12  
Through Contractor - Male : Female : Total-
7. Registration Certificate under the Act & Rules: (i) No. ....  
(ii) Details .....
8. Name & designation of the person(s) present during inspection : Anil dey (Manager)  
7748497570
9. Irregularities / Violations (Marked as ✓) :-  
  - (i) Rule 13(1): By not producing the Register of Daily Hours of Work and Rest Intervals of persons employed in Form I.
  - (ii) Rule 21 : By not producing the Leave Register in Form J.
  - (iii) Rule 30: By not producing Pay Register in Form M.
  - (iv) Rule 40: By not producing the Register of Overtime Work in Form U.
  - (v) Sec. 17(1) read with Rule 52(1) : By not producing the Register of Employees in Form W.
  - (vi) Sec. 16(4)(a) read with Rule 5 : Changes made or not, can not be substantiated / By not applying for changes within prescribed period.
  - (vii) Sec. 18 read with Rule 53 : By not producing the appointment letters in Form X.
  - (viii) Sec. 5(1) (b) : Cannot be substantiated as no attendance register produced.
  - (ix) Sec. 13: Cannot be substantiated as no attendance or overtime register produced/No overtime is given.
  - (x) Sec. 16(3) : By not displaying the Registration Certificate.
  - (xi) Rule 48 : By not producing the Visit Book.
  - (xii) Rule 12(1) : By not displaying Form H at the shop / establishment.
  - (xiii) Sec. 11(a)/(b)/(c)/(d) : By not substantiating the fact that whether leave is given as per provisions.
  - (xiv) Sec. 16(6) read with Rule 6(1): Renewal is done or not can not be substantiated / By not applying for Renewal within prescribed period.
  - (xv) Sec. 16(1) read with Rule 4 : Registration done or not cannot be substantiated as no Registration Certificate produced.
  - (xvi) Sec. 6(2) : By not substantiating the fact that no employee are made to work for more than 8½ hrs. in a day.
  - (xvii) Sec. 6(2)(i) : By not substantiating the fact that working hours including overtime has not exceeded 10 hours in a day for any employee.
  - (xviii) Sec. 6(3) : By not substantiating the fact that no employee worked for more than 5½ hrs. in a day unless an interval of rest of one hour is given.
  - (xix) Rule 54(2) : By not preserving and producing all the registers and records for the prescribed Period.
10. Any other irregularities / violations / information : .....

In view of the above irregularities/violations detected, the Shop-Keeper(s) / 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, 3rd Floor, Kolkata-700001** on 14/02/18 ..... at 3:30 ..... A.M/P.M.

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

Received a copy of the same  


  
**Inspector, Minimum wages**  
**TANMOY PAUL**  
**Inspector, Shops and Establishments Act**  
**Inspector of Minimum Wages**  
**& Other Labour Laws**  
**Govt. Of West Bengal**

Signature of Shop-Keeper(s)/Employer(s)/Person(s) present during inspection