

Government of West Bengal
Shops & Establishments Directorate

INSPECTION REPORT

(under West Bengal Shops & Establishments Act, 1963
West Bengal Rules made thereunder)

9434116320

1. Date & time of Inspection : 27/02/18 - 4:30 PM
2. Name & address of the shop/establishment : A2Z Computers
Ramkrishna Colony, Ward-1
Mal, Jalpaiguri
3. Name of the Employer/Shop Keeper : Rama Basak
4. Nature of trade : Computer Sales & Service
5. Trade Licence No. : 200442017002262
6. No. of persons employed : M. 01 F. 2 T. 01
7. Name & designation of the person present during the inspection : Samiran Basak, Husband of owner.

B. TEXT OF INSPECTION —

- A) Registration certificate Form-'B' (Part I & II) :
B) Notice of weekly closure in Form - 'G' :
C) Notice of weekly holidays in Form - 'H' :
D) Appointment letters of the employees in Form - 'X' :
E) Attendance Register in Form - 'I' :
F) Register of pay in Form - 'M' :
G) Leave Register in Form - 'J' :
H) Register of employees in Form - 'W' :
I) Overtime Register in Form - 'U' :
J) Visit Book :

New
Registration

In view of the above irregularities/violations detected, the employer/shop keeper is directed to re aforesaid irregularities/violations and report compliance along with all registers, records/forms and documentary evidences of such compliance in the office of the undersigned on 14/3/18 at 11 AM

In case of failure to comply with the directions, necessary legal steps will be taken against the employer.

The above information as collected by the Inspector is read out to me & certified to be correct to the best of my knowledge & belief. Also received the carbon copy of this Inspection Report.

Samiran Basak

Signature of the Employer/
Shopkeeper/In-charge

A
27/02/18
w/e

AA 27.02.18
Inspector
Minimum Wages (Agri)
Supervising and District Inspector
Govt. of West Bengal
Shops & Establishments Directorate
Mal Block