

H.O. Under Signature
Tower-B Sec. 15 Part II
Vill. Sikhor Gurgaon

INSPECTION NOTE

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

Date & time of Inspection : 17.7.18 End Time: _____
Name & Address of the Shop / Establishment : M/S - 3 Sixty Street Technosoft Pvt Ltd,
Address - GN 4, Salt Lake Sector V, Kolkata-91
Bidhannagar Municipal Corpn. Ward No. _____ / Nabadiganta Shilpa Nagari
P.S - Bidhannagar (E. Complex /North/South), Saltlake, Kolkata - 700

Regd. Office Address, if any -
Name & Address of the Shop-Keeper(s)/ Employer(s) :
(i) Name - Mr. Arup Mondal B.M. Address -
Ward/Municipality - Mr. Gourav Kasyap P.S - M.D.
Email Id - Mr. Sudhikha Kasyap Contact No.- 9779270178

Nature of trade : IT. digital Marketing
Trade Licence No. :
No. of person(s) employed : Direct - Male : 5 Female : 5 Total- 10
Through Contractor - Male : Female : Total-

Registration Certificate under the Act & Rules: (i) No. _____
(ii) Details _____
Name & designation of the person(s) present during inspection : Arup Mondal (B.M.)

- 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, cannot 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 cannot 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 5 ½ 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 Assistant Labour Commissioner, Regional Labour Office, Bidhannagar, 24 Pgs. (N), Shramik Kalyan Bhaban, 5th Floor, P-3, CIT Scheme VII-M, Kankurgachi, Kolkata-700054 on 23.7.18 at 11.30 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)

Signature of Shop-Keeper(s)/Employer(s)/Person(s) _____
Inspector, Minimum Wages (G.C. Karmakar) & Inspector, Shops and Establishments Act