

INSPECTION NOTE

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

- 1. Date & time of Inspection : 09/12/18 at 02.25 P.M
- 2. Name & Address of the Shop / Establishment : M/S - Adi Gouribala Sweets  
Address - Muralibari, Khatore, Bagra, Howrah  
Ward / Municipality- P.S - Bagra  
Regd. Office Address , if any -
- 3. Name & Address of the Shop-Keeper(s)/ Employer(s) : Tapan Mondal  
(i) Name - A Same m name Address -  
Ward/Municipality - P.S - Bagra
- Email Id - Contact No.- 9832881094

- 4. Nature of trade : Sweet Shop
- 5. Trade Licence No. :
- 6. No. of person(s) employed : Direct - Male : 4 Female : Total- 4  
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 : Arjun Khosla (Labour)  
Suman Mondal

- 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, 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 anyemployee.
  - (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 restof 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 WELFARE FACILITATION CENTRE,BAGNAN(BAGNAN-1 BDO OFFICE),BAGNAN,HOWRAH on...09/12/18...at ...4.00 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) .

Inspector, Minimum wages & Inspector, Shops and Establishments Act

Signature of Shop-Keeper(s)/Employer(s)/Person(s) present during inspection. 760309/215 Bagra - I B.S.O Office

✓ Suman Mondal