

INSPECTION NOTE

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

- 1. Date & time of Inspection : 25/06/19 at 11.15 P.M.
- 2. Name & Address of the Shop / Establishment : M/S - Aditya Birla Retail Limited
Address - 1369, Kalinagarpara, New BNS Road (Mony) P.S -
Ward / Municipality - 12
Regd. Office Address, if any - pin - 713409
- 3. Name & Address of the Shop-Keeper(s)/ Employer(s) : Sandip Kumar Chakraborty
(i) Name - Address -
Ward/Municipality - Same as above P.S -
Email Id - Contact No.- 9088138500

- 4. Nature of trade : Departmental store - Retail business
- 5. Trade Licence No. :
- 6. No. of person(s) employed : Direct - Male : 12 Female : 1 Total - 13
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 : Subrata Das (7002706143) (Supervisor)

- 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 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 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..... at 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) .

→ ALC office on 28/06/19 at 12.10 P.M.

Inspector, Minimum wages & Inspector, Shops and Establishments Act

Signature of Shop-Keeper(s)/Employer(s)/Person(s) present during inspection.
✓ Subrata Das

Inspector, Minimum Wages Bagnan-I, LWFC Kolan Bagnan, Howrah 26.09.2015

