

Checklist relating to Inspection under the Payment of Bonus Act ,1965 and rules made thereunder

Section & Or Rules	Subject
Sec 26 and Rule 4(a)	To ensure maintenance and production of register at the time of inspection in Form A showing the computation of the allocable surplus as referred in Sec 2(4)
Sec 26 and Rule 4(b)	To ensure maintenance and production of register at the time of inspection in Form B showing the set-on and set-off of the allocable surplus as referred in Sec 15.
Sec 26 and Rule 4(c)	To ensure maintenance and production of register at the time of inspection in Form C showing the amount of bonus due to each of the employees ,the deductions under Section 17 and Section 18 and the amount actually disbursed.
Sec 26 and Rule 5	To ensure that a return in Form -D (Single Integrated Return) is sent to the Inspector so as to reach him within 30(thirty) days after the expiry of the time limit specified in Section 19 for payment of bonus.

S.V.