

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Industrial Development –Simplification of Procedures – Introduction of Simplified Common Annual Return for submission by Industrial units – Orders – Issued.

INDUSTRIES AND COMMERCE (SSI) DEPARTMENT

G.O.Ms.No.476

Dated: 31/12/1998

Read the following:

1. G.O.Ms.No.122, Industries & Commerce (SIP-I) Department, dated 21/8/1995.
2. From the Commissioner of Industries, Andhra Pradesh, Hyderabad, Note No.CDCC/Desk/15/98, dated 17/11/1998.

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ORDER:

In the G.O. read above Government have introduced a Common Annual Return for submission by various industrial units to the District Industries Centres concerned and sending copies thereof to the concerned Asst. Commissioners of Labour and Inspector of Factories.

2. Government is constantly endeavouring to bring in further simplification in the procedures prescribed for compliance by various industrial units with a view to provide a hassle-free atmosphere for the functioning of industrial units in the State. With this objective in mind Government held discussions with the various Industry Associations for further simplifying the Common Annual Return introduced in the G.O. read above. On the basis of these discussions and consultation with the Labour Employment Training and Factories Department the Commissioner of Industries had suggested to the Government for the introduction of a further simplified Common Annual Return.

3. The Government have examined the simplified Common Annual Return submitted by the Commissioner of Industries and have decided that the existing Common Annual Return introduced in the G.O. read above be replaced by the simplified Common Annual Return annexed to this order.

4. The concerned Departments of Secretariat are requested to issue instructions to the respective Heads of Department under their control to follow the new Common Annual Return now introduced. No return other than this simplified Common Annual Return should be prescribed/insisted upon by any department for an industry without the consent of the Industries & Commerce Department.

5. The concerned Departments of Secretariat are requested to make necessary amendments to the existing Rules/Government Orders to the extent it becomes necessary in view of the introduction of this simplified Common Annual Return.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

DR. SHEELA BHIDE
SECRETARY TO GOVERNMENT

To
The Commissioner of Industries, Hyderabad.
All the District Industries Centres through Commissioner of Industries.
All Secretariat Departments.
All Heads of Departments.
All Collectors.
All Sections in the Department.

Copy to:

The Secretary to Chief Minister.
The President, Federation of Andhra Pradesh Chamber of Commerce & Industry.
The President, Confederation of Indian Industry, New Delhi.
The President, Federation of A.P. Small Industrial Association.

//FORWARDED: BY ORDER//

Sd/- xxxxxxxxxxxxxxxx
SECTION OFFICER

FORM AR
ANNUAL RETURN FOR THE YEAR ENDING 31ST DECEMBER

1. This return is to be submitted in triplicate along with the necessary enclosures in triplicate to the Inspector of Factories having jurisdiction over the factory before the 31st January following
 2. A separate return is to be attached to this return in case of any other establishment connected with such factory if exemption is availed from the Shops & Establishments Act.
1. Registration No.
 2. Name of the Factory or Establishment:
 3. Address:
 4. Name and residential address of the occupier:
 5. Name and residential address of the Manager:
 6. ESI Employer's Code No. if any:
 7. SSI Registration No. if any:
 8. Nature of the industry and the products manufactured or services provided:
 9. Total number of days worker in the year
10. Adult Adult Adolescents/
Men Women Children
 without
 Certificate of
 fitness
- (a) Number of man-days worked
 - (b) Average number of persons employed
 - (c) Total Man hours worked on overtime
 - (d) Total amount of OT wages paid
11. If any process declared dangerous u/s 87 carried on?
(If yes, attached a list of such processes)
If so, average no. of workers employed in each process
12. Total salaries and wages paid
13. 1) Total amount of Bonus paid
2) Percentage of Bonus paid
14. Total amount of Welfare Fund contributed
15. Facilities provided/established as required by the Factories Act (tick only if applicable)
- | | |
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| (a) Ambulance room u/s 45 | (e) Safety Officer u/s 40-B |
| (b) Canteen u/s 46 | (f) Welfare Officer u/s 49 |
| (c) Shelters/Rest or Lunch room u/s 47 | (g) Cooled Drinking Water u/s 18 |
| (d) Creche u/s 48 | (h) Full time/Part time/Retainer basis Medical Officer |

16. (a) Total number of Fatal accidents
(b) Total number of non-fatal accidents
(c) Man days lost due to non-fatal accidents
17. (a) No. of cases maternity benefit claimed/paid
(b) No. of cases Medical Bonus claimed/paid
(c) No. of cases leave for miscarriage applied/granted
(d) No. of cases additional leave for illness applied/granted
(e) Total amount of maternity benefit paid
18. (a) No. of workers who were entitled to annual leave
with the wages during the year
(b) No. of workers who were allowed annual leave with
the wages during the year
(c) Total amount paid towards annual leave with wages

Date:

Signature of Occupier/Manager

Enclosures to accompany return.

1. A statement of the names and residential addresses of all the Directors/Partners.
2. A list of the process declared as dangerous under Section 87 of the Factories Act, if any.

DR.SHEELA BHIDE
SECRETARY TO GOVERNMENT