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# THE ANDHRA PRADESH GAZETTE

PART-I EXTRAORDINARY  
PUBLISHED BY AUTHORITY

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HYDERABAD, THURSDAY, APRIL 23, 2015.

## NOTIFICATIONS BY GOVERNMENT

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LABOUR, EMPLOYMENT, TRAINING & FACTORIES DEPARTMENT

(LABOUR-II)

THE ANDHRA PRADESH (ISSUANCE OF INTEGRAED REGISTRATION AND FURNISHING OF COMBINED RETURN UNDER VARIOUS LABOUR LAWS BY CERTAIN ESTABLISHMENTS) ACT, 2015.

[G.O. Ms.No. 9, Labour, Employment, Training & Factories (Labour-II), 23rd April, 2015.]

In exercise of the powers conferred under section 9(1) read with Sections 6 and 7 of the Andhra Pradesh (Issuance of Integrated Registration and Furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015 (Act No. 10 of 2015), the Government of Andhra Pradesh hereby add the following Second Schedule containing Forms A, B & C to the said Act, with immediate effect.

G. ANANTHA RAMU,  
Secretary to Government.

"Second Schedule  
(See sections 2(d) and 4)  
[Form A [Sec.4(1)], Form B [Sec.4(6)] and Form C [Sec.4(2)].

<b>FORM-A</b> <b>APPLICATION FOR INTEGRATED REGISTRATION OF ESTABLISHMENT UNDER LABOUR LAWS</b> <b>(SECOND SCHEDULE [See Sec. 2 (d) and Sec. 4 (1) ] )</b>							
<b>REGISTRATION / LICENSE REQUIRED UNDER</b> (Tick the appropriate applicable Acts basing on the parameters furnished below)				<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> Employer Photo			
1. AP SHOPS & ESTABLISHMENTS ACT, 1988		4. CONTRACT LAB OUR(R&A) ACT, 1970 — Principal Employer					
2. MOTOR TRANSPORT WORKERS ACT, 1961		5. INTER STATE MIGRANT WORKMEN(RECS) ACT, 1979 — Principal Employer					
3. PAYMENT OF GRATUITY ACT		6. BUILDING & OTHER CONSTRUCTION WORKES (RE&CS)ACT, 1996					
<b>**On selecting the Act / Acts applicable, screen with relevant fields specified for the Act/Acts shall be populated to enable the applicant to fill the data. Selection shall be on the following parameters:</b>							
Parameter						Registration Required Under	
Without Employee or With employees in the Shop or Establishment						A.P. Shops & Estts. Act, 1988.	
If there is a Transport Vehicle for the Establishment employing a Driver or any other Motor Transport Worker						Motor Transport Workers Act, 1961	
5 or more workers employed through a contractor						Contract Labour (R&A) Act, 1970	
5 or more Other State workers employed through a contractor						Inter State Migrant Workmen Act, 1979	
10 and above direct or contract employees in Construction Work of the Establishment. In case of Residential Construction of an individual, the cost of construction should be above Rs.10 Lacs.						Building and other Construction Workers (R.E. & C.S.) Act, 1996	
10 or more worker employed and the Establishment existed for 5 years and above.						Payment of Gratuity Act, 1972	
<b>ESTABLISHMENT DETAILS</b>		TAN No. (Income Tax)		EPFO No.		ESIC NO.	
VAT No.		Service Tax No.				CST No.	
<b>CLASSIFICATIN OF ESTABLISHMENT</b>  THE CLASSIFICATION SPECIFIED BELOW SHALL BE SHOWN IN THE DROP MENU FOR SELECTION BY THE APPLICANT FOR ALL ACTS:-  1. PROPRIETOR FIRM, 2. PARTNERSHIP FIRM, 3. PRIVATE Ltd. Co., 4. PUBLIC Ltd. Co.				<b>CATEGORY OF ESTABLISHMENT</b>  THE CATEGORIES SPECIFIED BELOW SHALL BE SHOWN IN DROP MENU FOR SELECTION BY THE APPLICANT (One or More)  SHOP / COMMERICAL ESTT /HOTEL / RESTAURENT / CATERING HOUSE / LODGING & CAFÉ / THEATRE / CINEMA / I T & I T E S Establishment, PUBLIC MOTOR TRASPORT UNDERTAKING / PRIVATE MOTOR TRANSPORT UNDERTAKING / PRINCIPAL EMPLOYER UNDER CONTRACT LABOUR ACT / PRINCIPAL EMPLOYER UNDER INTER STATE MINGRANT WORKERS ACT / BUILDING OR OTHER CONSTRUCTION ESTT.			



<b>ESTABLISHMENT ADDRESS:</b>			
DOOR NO.		STREET / LOCALITY	
VILLAGE OR TOWN		MANDAL	
DISTRICT		PIN CODE	
PHONE No.		E-MAIL	
<b>EMPLOYER DETAILS :</b>			
STATE			
EMPLOYERS AADHAR NO.		MANDAL	
EMPLOYER'S NAME		MOBILE NO.	
FATHER / HUSBAND NAME		PIN CODE	
DOOR No.		DESIGNATION	
STREET/LOCALITY		E Mail Address:	
VILLAGE/ TOWN			
<b>MANAGER / AGENT IF ANY (WITH RESIDENTIAL ADDRESS):</b>			
STATE			
AADHAR NO			
NAME		FATHER / HUSBAND NAME	
MOBILE NO.		DESIGNATION	
<b>TOTAL NO. OF WORKERS EMPLOYED OR PROPOSED TO BE EMPLOYED</b>			
	MALE	FEMALE	TOTAL
NO. OF DIRECT WORKERS			
NO. OF CONTRACT WORKERS			
NO. OF OTHER STATE WORKERS			
<b>NO. OF BUILDING OR OTHER CONSTRUCTION WORKERS</b>			
<b>NO. OF MOTOR TRANSPORT WORKERS</b>			
<b>TOTAL</b>			
<b>BUSINESS ACTIVITY DETAILS:</b>			
In Case of Construction Activity,  {Name and Location where Building or Other construction is proposed or undertaken}	Nature of Construction:	Date of Commencement of Business / Construction: and probable date of completion	Estimated cost of construction and Basis for Estimate
<b>DETAILS OF CONTRACTORS / WORKS</b>	Contractor No.1 Name & Address	Contractor No.2 Name & Address	Contractor No.3 Name & Address
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DETAILS OF WORK ENTRUSTED TO THE CONTRACTOR									
DATE OF COMMENCEMENT OF CONTRACT WORK									
Probable Date of Completion of Contract Work									
No. of Contract Labour proposed to be employed									
Out of the above, No. of Inter State Migrant Workers proposed									
DETAILS OF MOTOR TRANSPORT VEHICLES									
DETAILS OF EMPLOYEES ALREADY WORKING (ENCLOSE SOFT COPY IN EXCEL IF MORE THAN 5 EMPLOYEES)									
S. NO.	NAME	DESIGNATION	WORKING SINCE	AADHAR NO.	MOBILE NO.	BANK A/C NO.	BANK NAME	BRANCH NAME	IFSC CODE
Other material information, if any, relevant to the workers employed									
I hereby declare that the above information is true to the best of my knowledge and belief. I have not suppressed any material information. If any of the above information is found to be not correct or any material information is not furnished, I am liable for other legal consequences besides the cancellation of the certificate of registration without any notice.									
Signature:									
Designation:									
APPLICANT DETAILS									
APPLICANTS AADHAR NO.									
APPLICANTS NAME					FATHER / HUSBAND NAME				
DISDISTRICT					MANDAL				
VILLAGE					PIN CODE				
E MAIL					MOBILE				
RELATIONSHIP									
FEE DETAILS ( As applicable)									
REGISTRATION FEE (Treasury)					USER CHARGES (Bank Account)				
DEPOSIT AMOUNT (Treasury)					WELFARE FUND AMOUNT (Bank Account)				
COMPOUNDING FEE (Treasury)									
PENALTY AMOUNT (Treasury)									
TOTAL AMOUNT									
ENCLOSURES:									
1. FRESH REGISTRATION - APPLICATION									
2. APPLICATION ALONG WITH COPY OF REGISTRATION / LICENCE IN CASE OF RENEWAL									
3. COPY OF AADHAR, Bank Pass Book 1st page (for accuracy of number) to be returned after data entry									
4. MOTOR TRANSPORT VEHICLES REG. NOS. (WITH R.C XEROX COPIES) (for accuracy of number) to be returned after data entry									
5. APPROVED PLAN OR ESTIMATE SUBMITTED TO THE BANK OR OTHER FINANCIAL AGENCY									



<b>FORM-B</b> <b>COMBINED RETURN UNDER LABOUR LAWS - as on 31st March, 20</b> <b>(SECOND SCHEDULE [See Sec. 2 (d) and Sec. 4 (6) ] )</b>		
1	Name of the establishment and address	
2	Unique Registration No. of the Establishment:	
3-A	No. of employees working as on 31-3-20 (total under the categories of) Male / Female / total  1. Direct Employees 2. Contract Employees 3. Other State Employees 4. Motor Transport Workers 5. Building and Other Construction Workers	
3-B	Details of workers (Name, Designation, Working since, No. of Days worked during the year including authorised absence, whether wages paid through Bank Account, Bonus amount paid, remarks if any)	
4	Total Wages Paid to the above categories of workers during the year	
5	Average No of employees worked during the year: (Male/Female/Home workers)	
6	Normal working hours (Timings – From / To)	
7	No of days worked during the year	
8	Nature of Leave allowed	
9	No of National and other festival Holidays allowed	
10	No. of employees left during the year: i. Termination ii. Resignations iii. Retrenchment iv. Superannuation v. Transferred to other Units (Details employee wise - Name, Designation, Reason for leaving - Amounts paid with details - Remarks if any)	
11	Whether there were (1) Strikes (2) Lockouts (3) Lay Offs during the year and if so, brief report about No. of Workers involved, man days lost, reasons, compensation paid etc.,	

12	Any instances of Accidents under Employee Compensation Act with brief details as required under the Act	
13	Details of payment of Bonus (Amount paid, % of Bonus, Whether ABC Registers, Computation of Gross Profit maintained)	
14	Details of payment of Gratuity (Employee wise - Name, Designation - Reason for leaving - Gratuity paid - whether direct payment or through Insurer)	
15	Details of Gratuity Insurance	
16	Whether all workers paid wages through Bank Accounts? If any of them are not paid, their number and reasons	

I hereby declare that the above information is true to the best of my knowledge and belief. I have not suppressed any material information. If any of the above information is found to be not correct or any material is not furnished, I am liable for other legal consequences besides the cancellation of the certificate of registration.

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

<b>FORM-C</b>	
<b>CERTIFICATE OF REGISTRATION OF ESTABLISHMENT - (SECOND SCHEDULE [See Sec. 2 (d) and Sec. 4 (2)] The Andhra Pradesh (Issuance of Integrated Registration and Furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015</b>	
1. REGISTRATION NUMBER (LIN)	
2. NAME OF THE ESTABLISHMENT	
3. ADDRESS OF THE ESTABLISHMENT	
4. EMPLOYER NAME	
5. EMPLOYER ADDRESS	
6. CATEGORY OF ESTABLISHMENT	Against this column the category of Establishment i.e., Shop/Commercial Estt., Hotel, Public Motor Transport Undertaking / Principal Employer Estt. under Contractor Labour Act/ Principal Employer Estt. under Inter St. Mig. Workers Act / Building or Other Construction Estt. as the case may be should be captured from the relevant field in the application and populated.
7. BUSINESS DETAILS: i) Business / Trade / Work Activity Details ii) Date of commencement iii) Probable date of completion of work (for contract labour Act, Interstate Migrant Workmen Act and Building Workers Act)	

<b>8. NO. OF WORKERS EMPLOYED / PROPOSED TO BE EMPLOYED</b>			
	Male	Female	Total
i) Direct Workers			
ii) Contract Workers			
iii) Other State Workers.			
iv) Motor Transport Workers.			
v) Building or other construction Workers			
<b>9. DATE OF ISSUE</b>			
<b>10. REGISTRATION VALID TILL</b>			
<p>IT IS HERE BY CERTIFIED THAT THE ESTABLISHMENT HAS BEEN REIGSTERED UNDER The Andhra Pradesh (Issuance of Integrated Registration and Furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015 AS... (populate the category of establishment specified at column. 6 above) ON THIS _____ (capture data from column 9 above)</p> <p style="text-align: right;"><b>REGISTERING OFFICER (Assistant Labour Officer of the Area)</b></p>			
<b>NOTE:</b>			
<p>1. The Registration is valid from the date of registration to 31st March in the next year. The Certificate of Registration shall be renewed for the next three years before 31st March, within the time specified.</p>			
<p>2. The certificate is generated electronically, based on the information furnished by the employer. If, it is subsequently found that any of the particulars are wrong or essential information is suppressed or misrepresented, the certificate is liable for cancellation without any notice and the employer will be liable for penal action as per Law."</p>			

**G. ANANTHA RAMU,**  
*Secretary to Government.*