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**GOVT. OF ANDHRA PRADESH
LABOUR DEPARTMENT**

**INSPECTION REPORT
(SHOPS & ESTT)**

Date : 27-4-2015

Time : 11-50 AM

1. Name and designation of the authorised officer
(Assistant Labour Officer)

2. Name and address of the Shops/Estt.

3. Date and Time of Inspection

4. Name, age of the employer / Manager
(designation) with father's name

5. Registration No of Shop / Estt.

6. No. of employee as per the R.C./found
on physical verification (obtain details of
workers, designation, salary, length of
service etc)

7. Whether Appointment letters issued

8. Details of statutory registers maintained
1.

2.

3.

4.

5.

9. Whether weekly off allowed to workers

10. Details of leaves (EV/SL/CL) allowed to workers

11. Whether Labour welfare fund paid,
if so, specify details

12. Whether Payment of Bonus Act is applicable
and details of Bonus paid

13. Whether equal wages paid to women workers
on par with male workers for equal work

14. Maternity benefit Act.
(No. of women availed the benefit with details)

15. Any other particulars

16. General remarks of the inspecting officer which
will include any special reports.

POOJA FURNITURE

KSR Complex, Shop No.7

Dondaparthi Jn, Visakhapatnam-1

Ph: 2560584, Cell: 9440387959

B. Ravikumar

310 Lachanna

R1 223/X

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Yes issued

Registers u/A & S.O. Act by
MU and Produced

Yes

Yes And

B. Suguna
Signature of the employer/
Manager / with stamp

Signature of the inspector
27/4/2015
A. L. T. V. R.

STATEMENT SHOWING THE PARTICULARS OF THE EMPLOYEES EMPLOYED IN SHOP/ESTABLISHMENT

Sl. No.	Name of the Employee with Father's Name	Age	Residential Address	Date of Appointment	Designation	Minimum wages to be paid per month	Wages Paid			Signature of the Employee	Remarks
							Basic	V.D.A.	Total		
1	2	3	4	5	6	7	8	9	10	11	12
1.	D. Naveen, age 25 S/o A. R. Rao		Gogga Rao Nidhi	3 mths	Helper	7316	7000			Naveen	
2.	A. S. R. Sarma 52 S/o A. V. G. Krishna Muduru		M/K R Nidhi	2 yrs	sales supervisor		10000			A. S. R. Sarma	

Signature of the Employer / Manager
of the Shop / Establishment

Signature of the Inspecting Officer and Designation
Asst. Labour Officer - 12