

CONSOLIDATED ANNUAL RETURN

- 1 Name and Postal address
of the establishment / Factory :
- 2 Name and residential address of the
Employer / Occupier / Contractor :
- 3 Name and residential address
of the manager or person
responsible for supervision
or control of the establishment / Factory :
- 4 Date of commencement of
the establishment /Factory :
- 5 Nature of industry/activity :
- 6 Number of employees employed
(including contract workers) :

Type of Worker	Male	Female	Total
Direct			
Through Contractor			
Total			

7. Maximum no. of employees employed
on any day during the year under report :
(including contract workers)

Type of Worker	Male	Female	Total
Direct			
Through Contractor			
Total			

PART A :

The Part A is to be furnished if the maximum numbers of employees employed on any day during the year under report do not exceed 9 (Nine).

- Number of days the establishment / factory worked in the year:
- Number of man days worked in the year :
- Number of average employees employed in the year :
- Actual wages paid category wise
Male Rs.
Female Rs.
- Total cash value of wages paid in kind Rs.
- Total emoluments paid in the year: Rs.
- Total fine imposed: , if any Rs.
- Other deductions:, if any Rs.

PART B :

The Part A and Part B are to be furnished if the maximum number of employees employed on any day during the year under report exceed 9 (Nine)

- Amount of bonus paid : Rs.
- Percentage of bonus paid :
- Number of beneficiaries :
- Date of payment :
- If bonus is not paid, reason there of :

PART C :

Part A,B & C are to be furnished, if the establishment has employed more than 9 contract labour on any day during the year under report. (Details to be provided by the Principal Employer)

- Name and postal address of the contractor :
- Nature of work / operations of contractor :
- Total number of days during the year on which contract labour was employed :
- Total number of man days worked during the year by contract labour :
- Total number of days during the year on which direct labour was employed :
- Total number of man days worked by direct labour :
- Change, if any, in the management of establishment its locations, or any other particulars furnished to the Registering Officer in the application for the registration (Details may be furnished with dates of changes)

Note : In case the number of contractors are more the details of each Contractor may be furnished in same columns in separate sheet.

PART D :

Part A, B & D is to be furnished by the factory registered under
The Factories Act, 1948 employing less than 250 employees.

- Licence and Registration number of the factory :
- Section of the Act under which the factory is covered
 - (a) 2(m)(i).....
 - (b) 2(m)(ii).....
 - (c) 85.....
- Sector of industry
 - (a) Public sector.....
 - (b) Joint sector.....
 - (c) Govt. Sector.....
 - (d) Private sector.....
- Details of factory, if it carries Hazardous and dangerous process :
- Details of factory, if it carries hazardous Operations as defined under section 2 (c b) and 87 :
- Details of health and safety policy to be furnished by factories defined under Section 2 (cb) : (a) 2(m)(i).....
(b) 2(m)(ii).....
- Details of medical facilities to be furnished by factories registered under Section 2 (c b) , and section 87 :
Number of Factory Medical Officer.....,
Occupational Health Center.....
- Details of facilities provided for
 - (a) Shelter or rest room Yes / No
 - (b) Lunch room Yes/No
- The factory employing 30 or more female employees has provided crèche room with facility Yes / No
- Number of Dangerous occurrence during the year :
- Accident details :
Number of Fatal Accident.....
Number of non fatal Accident.....
Man days lost.....
- Number of workers entitle for leave with wages during the year :
- Amount of leave with wages paid : Rs.
- Average Number of female workers

employed in the year :

- Number of female workers applied for benefit of medical bonus and amount paid :Rs.....

PART E

Part A, B, D and E are to be furnished by the occupier employing more than 250 employees

- Details of canteen facilities provided :
- Details of safety committee formed :
- Details of appointment of Welfare officers, :
- Details of appointment of Safety officers, :
- Details of factory Medical Officers appointed :
- Details of Ambulance room/ Occupational Health center facility and staff.

PART F :

Part A and F are to be furnished **HALF YEARLY** by the Contractors employing more than 9 workers.

- Duration of contract :
Number of days worked during the half year
- Average number of contract labour worked on any day during the half year.
- Details of
 - (a) Working hours
 - (b) Over timework
 - (c) Weekly holidays
 - (d) Spread over
 - (e) Weekly holiday paid or not.
- Number of man days worked during the half year.

	Male	Female	Total
- Amount of wages paid Rs :
- Amount of deduction from wages Rs :
- The following has been provided ?
 - Canteen Yes / No
 - Rest rooms Yes / No
 - Drinking water Yes / No
 - Crèches Yes / No
 - First aid Yes / No

Remarks if any,

Signature with seal