

FORM I
[Rule 21 (4)]
Register of Fines

.....Employer.....

Serial No.	Name	Father's/ Husband's name	Sex	Depart- ment	Nature and date of the offence for which fine imposed	Whether workman showed cause against fine or not, if so, enter date.	Rate of wages	Date and amount of fine imposed	Date on which fine realized	Remarks
1	2	3	4	5	6	7	8	9	10	11

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[Rule 21 (4)]

.....Employer.....

Serial No.	Name	Father's/ Husband's name	Sex	Department	Damage or loss caused with date	Whether worker showed cause against deduction, if so, enter date.	Date and amount of deduction imposed	Number of instalments, if any	Date on which total amount realized	Remarks
1	2	3	4	5	6	7	8	9	10	11

FORM-III
¹[RULE 21(4a)]
ANNUAL RETURN

Return for the 31st Decemeber

1. (a)Name of the establishment and postal address
 (b)Name of the residential address of the owner/contractor
 (c)Name and residential address of the managing agent/director/partner in charge of the day-to-day affairs of the establishment owned by a company, body corporate or association
 (d)Name and residential address of managing agent, if any

2. Number of days worked during the year

²3. Number of man-days worked during the year

³4. Average daily number of persons employed during the year
 (i) Adults
 (ii) Children

5. Total wages paid in cash

⁴6. Total cash value of the wages paid in kind

7. Deductions

Number of Cases

Total amount

- (a) Fines
- (b) Deductions for damage or loss
- (c) Deductions for breach of contract

8. Disbursement from fines

Purpose

Amount

- (a)
- (b)
- (c)
- (d)

9. Balance of fine in hand at the end of the year.....

Signature.....

Designation

Dated.....

¹ Substituted by GSR 1542, dt 8-11-1962, published in Gazette of India, Pt.II, s.3(i), p.1878 dt 17-11-1962.

² This is the aggregate number of attendance during the year.

³ The average daily number of persons employed during the year is obtained by dividing the aggregate number of attendances during the year by working days.

⁴ Cash value of the wages paid in kind should be obtained by taking the difference between the cost price paid by the employer and the actual price paid by the employees for supplies of essential commodities at concessional rates.