

FORM III
[See rule 21(4)]
ANNUAL RETURN

Return for the year ending with the 31st December.....

1. (a) Name of the establishment and postal address:

(b) Name and 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 the Manager/Agent, if any
.....
2. Number of days worked during the year:.....
3. *No. of man days worked during the year:
(i) Adults.....
(ii) Children.....
Total:
4. ** Average daily number of persons employed during the year
(i) Adults.....
(ii) Children.....
Total:
5. Total wages paid in cash (Rs. Ps).....
6. *** Total cash value of the wages paid in kind (Rs.....Ps).....
7. Deductions made during the year

	Total	Amount	
No. of cases		Rs.	Ps.
(a) Fines			
(b) Deductions for damage or loss			
(c) Deductions for breach of contract			
Total		

8. Balance of Fines Fund at the beginning of the year Rs Ps.
9. Disbursement from the Fines Fund during the year.

	Amount	
Purpose	Rs.	Ps.
a.		
b.		
c.		
d.		
Total.....		

10. Balance of Fines Fund in hand at the end of the year Rs. Ps.
- Dated: _____ Signature: _____
Designation: _____

To the Assistant Labour Officer
[or Inspector of Plantations]
(Here enter the address of the
Officer concerned)

* This is the aggregate number of attendance during the year.
**The average daily number of persons employed during the year is obtained by dividing the aggregate number of attendance during the year by the number of days.
***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 given at concessional rates.