

ONE TEAM

DIVERSIFIED

ACTIVITIES



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In this Newsletter:

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Our Corporate Law Services is a team of highly qualified and experienced lawyers, who offer effective services to our clients by combining broad knowledge of corporate law matters with experience in key sub disciplines, with the ability to identify potential issues and develop real-time, practical solutions to a wide variety of client concerns.





2017-Labour Law Judgment at a Glance

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/2017-Labour-Law-Judgments-at-a-Glance-1.pdf>.

Online Filling of Monthly Returns by the Exempted Establishments and Specified Timeline for the Monthly Returns -No.C-EX/EX-Return/2014 Date:01-12-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/01.Online-Filling-of-Monthly>Returns-by-the-Exempted-Establishments-and-Specified-Timeline-for-the-Monthly>Returns.pdf>.

Standard Operating Procedure (SOP) for Settlement of claims in EPFO-Submission of Original Cancelled Cheque with Offline Claim Forms. No. Manual/9(3)2016/Settlement of Claim Date:13-12-2017.

http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/04.Manual_SOP_ClaimSettlement_21003.pdf.

Change of Date of Birth of Employee's Pension Fund Member-Reg No.Pension-I/Instructions/Guideline/2017 /20825 Date:12-12-17

http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/05.Pension_Change_DOB_EPS_20825.pdf.

Handling of Complaints/Grievances Pertaining to Compliance Matters. No.C-II/Policy Matters 2017-18/HO Date :14-12-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/06.Handling-of-Complaints-in-PF-office.pdf>.

Maharashtra Shops & Establishment Amenment-2017 No:MAHENG/2009/35528
Date:07-09-17.

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/07.Maharashtra-Shops-establiwhmwnt-Amenment-2017-...pdf>.

Notification Regarding Municipal Corporation can enforce the rule under Maharashtra Shops and Establishment. No.MSA.07/2016/CR-2018Lab-10 Date 19-12-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/08.Notification-Regarding-Municipal-Corporation-can-enforce-the-rule-under-Mharastre-SE-2017Dec19.pdf>.

Correction in Name of PF Member -Re-delegation of Power Thereof.No.WSU/10(1)2013
Changes in MAP/3949 Date :01-11-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/12.-Redelgation-of-power-in-Correction-of-Name.pdf>.

Amendment Bill Under Payment of Gratuity Bill No.205 of 2017 Date 23-10-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/14.Amendment-Bill-Under-Payment-of-Gratuity.pdf>.

One Employee, one EPF Account Facility to Consolidated Multiple PF Account of an Employee-No: R-I/OEOA/2016/385 Dated:01-12-2017.

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/15.Introduction-Of-One-Employee-One-EPF-Account-Facility.pdf>.

The Minimum Wages (Karnataka Amendment)2017 No 40 of 2017 Date 19-08-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/16.The-Minimum-Wages-Karnataka-Amendment-Act-2017-1.pdf>.

Himachal Pradesh List of Holidays-2018 No.GAD-A(F)9-5/2017 Date:27-09-17

http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/17.Himachal-Pradesh_Public-Holiday-2018.pdf.

Telangana List of Holidays -2018 Date:24-11-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/20.TS-Holidays-2018.pdf>.

Amendment in TamilNadu Maternity Rules 1967 No.197/2009 20-12-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/22.-Amendment-in-Tamilnadu-Maternity-Rules-1967.pdf>.

Amendment in Workmen Compensation Date:28-11-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/19.-Amenment-in-Workmen-Compensation-1.pdf>.

Delhi List of Holidays -2018 No D.L. 33002/99 Date 09-11-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/18.Delhi-holiday-List-2018.pdf>.

Allowing Members of EPS 95 the benefit of the actual salary in the Pension Fund exceeding wages limit of either Rs.5000/ or Rs.6500/per Month from the effective date respectively as per the Hon ble Supreme Court order in Civil Appeal NO(S)2002 -10014 of 2016 arising out of SLP No 33032-33033 of 2015.Date.29-11-17

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2017/12/Pension-amendment.pdf>.



COMPLIANCE CHECKLIST

List of Registers to be Maintained Under Various Labour Laws

Sl. No.	Act	Frequency	Principle Employer ---->
1	S & E Act	MONTHLY	Register of advance , Deduction, Damages and Loss fine - Form - P
2	S & E Act	MONTHLY	Register of Employment for Shop and Establishment Form - Q
3	S & E Act	MONTHLY	Register of Wages - Form - R
4	S & E Act	MONTHLY	Notice of Daily Hours of Work, Rest Interval Weekly Holiday Form - S
5	S & E Act	MONTHLY	Wages slip/Leave card Return - Form - T
6	LWF	MONTHLY	Labour Welfare Fund register - Form - B
7	Min Wages	MONTHLY	Register of Fines- Form - 1
8	Min Wages	MONTHLY	Deduction and Damages- Form - II
9	Min Wages	MONTHLY	Overtime register- Form - IV
10	S&E Act	MONTHLY	Whether minimum leave entitled / availed as per Shops & Establishment Rules
11	S.A.ACT	MONTHLY	Maintenance of Registers - Form - 1
12	P.S.ACT	MONTHLY	Maintenance of Registers - Form - 1
13	M.B.ACT	MONTHLY	Maintenance of Registers - Form - A
14	M.B.ACT	MONTHLY	Whether any maternity Benefit and maternity Bonus paid to the eligible women employee for the month
15	E.R.ACT	MONTHLY	Maintenance of Registers - Form - D
16	N.F.H.ACT	ONGOING	Maintenance of Registers - Form - VI
17	P.W. ACT	MONTHLY	Register of Fines – Form - I
18	P.W. ACT	MONTHLY	Deduction and Damages - Form - II
19	P.W. ACT	MONTHLY	Register of Advances - Form - III
20	P.W. ACT	MONTHLY	Notice of Rate of Wages- Form - VI
21	EPF ACT	MONTHLY	EPF Challan on or before 15 th of Succeeding Month
22	ESI ACT	MONTHLY	ESI Challan on or before 15 th of Succeeding Month

NOTICE BOARD DISPLAY COPY

1	MA.NO.BO	ONGOING	Abstract of the Maternity Benefit Act – FORM - J
2	S & E Act	ONGOING	Notice of Daily Hours of Work, Rest Interval Weekly Holiday – FORM - S
3	GRA. NO. BO	ONGOING	Abstract of the Gratuity Act – FORM - U
4	P.W.NO.BO	ONGOING	Abstract of the Payment of Wages Act - FORM - V
5	M.W. NO.BO	ONGOING	Abstract of the Minimum Wages Act - FORM - X
6	N.F.H.ACT	ONGOING	Display of list of Holidays under National and Festival Holiday Act – FORM- V
7	P.W. ACT	ONGOING	Notice of Rate of Wages under Payment of Wages Act Form – VI
8	CL NO.BO	ONGOING	Abstract of the Contract Labour Act - Rule -79
9	GRA.ACT	ONGOING	Display of Notice - Authorized by the employer to receive Notice - Rule - 4
10	Min Wages	ONGOING	Inspectors Details- under the payment of minimum wages Act – Rule - 22(10)
11	N.F.H.ACT	ONGOING	Proceeding number received from Labour department- under the National and Festival Holidays Act – FORM - III
12	Min Wages	ONGOING	Notices required to be displayed at work site, under Minimum Wages Act, showing rates of wages, hours of work, wage periods, date of payment of unpaid wages, Name and addresses of inspector in English and in a local language - Rule 10 of Annexure - A
13	S €& E Act	ONGOING	Displayed in Entrance of Company - COMPANY NAME BOARD IN TAMIL & ENGLISH
14	SHW	ONGOING	Abstract of the Sexual Harassment of Women At Workplace (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013
15	SHW	ONGOING	List of Internal Complaints Committee members available and Displayed in the notice board.

DUE DATE FOR FILLING OF RETURNS – 31.12.2017

ACT	FREQUENCY	DETAILS
S & E Act	Monthly	Copy of Form -S - for addition and deletion for the month to be send to the office of the Assistant Inspector of Labour and Inspector of Labour
Bonus Act	Yearly	Submission of Annual Return- Form D
S & E Act	Yearly	Submission of Holiday list to Labour Department- Form V



ANNUAL RETURNS SUBMISSION **IMPORTANT**

Employment Exchange Return [Due Date – 31st Jan 2018]

S.No	Act	Frequency	Principle Employer
1	E E Act	Quarterly	To be Submitted to Local Employment Exchange Form ER - 1

IT, ITES & Software Establishments [Due Date – 31st Jan 2018]

S.No	Act	Frequency	Principle Employer
1	S & E Act	Half Yearly	Self-Certification Half Yearly Return - Form O
2	S & E Act	As And When	Notice of Daily Hours of Work, Rest Interval Weekly Holiday - Form S
3	LWF	Annual	Labour Welfare Fund Annual Return (in applicable month) - Form A
4	Min Wages	Annual	Annual Return - Form III
5	Min Wages	Half Yearly	Self-Certification For Minimum Wages - Form XII
6	C.P.S.W.Act	Half Yearly	Annual return /Half yearly - Form 2
7	C.P.S.W.Act	Annual	Declaration statement under Rule 6(3) of Tamil Nadu Industrial Establishments (Conferment of permanent status) Act-1981
8	P.S.A.Act	Half Yearly	Annual return /Half yearly - Form 2
9	M.B.Act	Half Yearly	Self-Certification Half Yearly Return - Form L
10	M.B.Act	Annual	Annual Return - Form K
11	P.W. Act	Annual	Filing of Annual Return - Form IV
12	P.W. Act	Half Yearly	Self-Certification for Payment of Wages - Form VIII
13	Bonus Act	Annual	Bonus Return - Form D
14	GRA.Act	Half Yearly	Self-Certification Half Yearly Return - Form V
15	CLRA Act	Half Yearly	Self-Certification - Half Yearly Return - Form XXX
16	W.C.Act	Annual	Filing of Annual Return - Schedule

17	P.W.Act	Annual	TamilNadu Payment of Wages Rules 1939 Return Form-VI
18	P.W.Act	Annual	TamilNadu Payment of Wages Rules 1939 Return Form-VII

Commercial Establishments (Trading & Marketing) – [Due Date – 31st Jan 2018]

S.No	Act	Frequency	Principle Employer
1	S & E Act	As And When	Notice of Daily Hours of Work, Rest Interval Weekly Holiday - Form S
2	LWF	Annual	Labour Welfare Fund Annual Return (in applicable month) - Form A
3	Min Wages	Annual	Annual Return - Form III
4	C.P.S.W.Act	Half Yearly	Annual return /Half yearly - Form No. 2
5	C.P.S.W.Act	Annual	Declaration statement under Rule 6(3) of Tamil Nadu Industrial Establishments (Conferment of permanent status) Act-1981
6	P.S.A.Act	Half Yearly	Annual return /Half yearly - Form 2
7	M.B.Act	Annual	Annual Return - Form K
8	P.W. Act	Annual	Filing of Annual Return - Form IV
9	P.W. Act	Annual	Notice of Rate of Wages - Form VI
10	P.W. Act	Annual	Tamil Nadu Payment of Wages Rules, 1937 - Form VII
11	Bonus Act	Annual	Bonus Return - Form D
12	W.C.Act	Annual	Filing of Annual Return - Schedule

For Factories – [Due Date – 31st Jan 2018]

S.No	Act	Frequency	Principle Employer
1	LWF	Annual	Labour Welfare Fund Annual Return (in applicable month) - Form A
2	LWF	Quarterly	Register of fines and unpaid accumulation - Form C
3	C.P.S.W.Act	Half Yearly	Annual return /Half yearly - Form No. 2
4	P.S.A.Act	Half Yearly	Annual return /Half yearly - Form 2
5	P.W. Act	Annual	Notice of Rate of Wages - Form VI
6	P.W. Act	Annual	Tamil Nadu Payment of Wages Rules, 1937 - Form VII
7	Fact. Act	Annual	Prescribed under Rule 76, The Tamil Nadu Factories Rules 1950 – Form No. 11
8	Fact. Act	Annual	Prescribed under clause (2) of rule 100 of the Tamil Nadu Factories Rules 1950 - Form No. 22 (Combined Annual Returns for the year ending 31st December.....)

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