



NEWSLETTER

ABOUT US

AMENDMENTS & NOTIFICATION

STATUTORY COMPLIANCE

CHECK LIST

IN THE MCMC

EDITORIAL BOARD

S.S.MADHAVAN, M.A., MBA., LL.M.,

R.R.RAVINDRAN, M.A., MBA., B.L.,

G.K.KALIDASS, M.Sc., MBA., M.L.,

P.NEHRU, B.Sc., B.L.,

CONTACT



V & M Associates

(Advocates & Solicitors)

No.13/7, F-1 1st Floor, 4th Main Road,
Officers Colony, Adambakkam, Chennai-600 088,



Office: 044-43536455,
Mobile: +91 9940082347



www.vmlegalassociates.com

ABOUT US

V & M Associates is a Law Firm with Head office at Chennai, and Associate Law offices at major cities of the country like Hyderabad, Kerala, Karnataka, Mumbai, and Kolkata. The office in Chennai, conveniently located close to the International & Domestic Airport and it is easily accessible from all parts of the City.

The Partners and members of the Firm are Senior professionals with several years of experience behind them. Some of our Senior founding partners rendered their services in the Capacity of Regulating Authorities with judiciary powers for State & Federal Government. The practicing team is supported by the Economic Legislative Experts like Chartered Accountants, Company Secretaries, & Management Cost Accountants, besides has the team of able assisting trained Para legal workforce.

They bring the highest level of professional service to clients along with the traditions of the profession, integrity and undisputed ethical practices. Members of the Firm are in absolute alignment with the work-culture of Global Law firms as well as with an ability of meeting the expectations of large corporate clients.

The Firm has amongst its client's multi nationals, Industrial Houses with huge workforce, Information Technology companies, Leading Software Houses, ITES Companies and most admired leading Indian corporations.

V & M Associates has developed a high specialization in the field of Legal & Management Business Advisory services, providing 360 degree of scale with the 3 Dimensional approaches on client centric customized, consulting services of to all kind of Corporate Houses.

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.

Service Offered

- » **Start -Up Support for Companies**
- » **Court Representations**
(Supreme Court, High Court, Tribunals)
- » **Legal Consulting**
- » **Advisory and Support Services**
- » **Arbitrations**
- » **Labour Law Consulting**
- » **Due Diligence Audit and Entity Audits**
- » **Liability Audits**
- » **Handling of Employment Disciplinary Proceedings**
- » **Support services for Handling Unions / IR / ER Issues**
- » **Registration of Establishments**
- » **Contractors' Compliance Monitoring**



Amendments & Notifications

01. PF Circular on process to be followed to make correction in Name & Date of Birth EP-FO/MP/IND/Misc /75

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/PF-Circular-on-process-to-be-followed-to-make-correction-in-Name-Date-of-Birth.pdf>.

02. ESI - New Process for Deletion of challan through request from Employer F.No .I-11/12/02/2018-ISD

http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/ESI-New-Process-for-Deletion-of-challan-through-request-from-Employer_04.06.pdf.

03. Draft Notification on TamilNadu National, Festival & Special Holidays Act, and Draft Notification of Factory Rules 1950 -

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/Draft-Notification-on-Tamilnadu-National-Fetisval-Holidays-Act-and-Draft-Notification-of-Factory-Rules-1950-in-Tamil.pdf>.

04. Amendment in Tamil Nadu Factories Rules.

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/Amendment-in-Tamil-Nadu-Factories-Rules..pdf>.

05. Notice for Remote Calibration by Central Pollution Control Board.

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/Notice-for-Remote-Calibration-by-Central-Pollution-Control-Board..pdf>.

06.The Chandigarh Minimum Wages Notification ST/(CPI)/2018-19/1776

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/The-Chandigarh-Minimum-Wages-Notification-1st-April-2018.pdf>.

07.Amendment in Minimum Wages Act, -Uttar Pradesh

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/Amendment-in-Minimum-Wages-Act-Uttar-Pradesh.pdf>.

08.Amendment in Factories Act, - Uttar Pradesh

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/Amendment-in-Factories-Act-Uttar-Pradesh.pdf>.

09.Amendment in Motor Transport Workers Act, Uttar Pradesh

<http://vmlegalassociates.com/vmlegal/wp-content/uploads/2018/06/Amendment-in-Motor-Transport-Workers-Act-Uttar-Pradesh.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

COMPLIANCE CHECKLIST

List of Registers to be Maintained Under Various Labour Laws

Sl. No.	Act	Frequency	Principle Employer
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 15th of Succeeding Month
22	ESI ACT	MONTHLY	ESI Challan on or before 15st of Succeeding Month

NOTICE BOARD DISPLAY COPY

23	MA.NO.BO	ONGOING	Abstract of the Maternity Benefit Act - FORM - J
24	S & E Act	ONGOING	Notice of Daily Hours of Work, Rest Interval Weekly Holiday -FORM - S
25	GRA. NO. BO	ONGOING	Abstract of the Gratuity Act - FORM - U
26	P.W.NO.BO	ONGOING	Abstract of the Payment of Wages Act - FORM - V
27	M.W. NO.BO	ONGOING	Abstract of the Minimum Wages Act - FORM - X
28	N.F.H.ACT	ONGOING	Display of list of Holidays under National and Festival Holiday Act - FORM- V
29	P.W. ACT	ONGOING	Notice of Rate of Wages under Payment of Wages Act Form - VI
30	CL NO.BO	ONGOING	Abstract of the Contract Labour Act - Rule -79
31	GRA.ACT	ONGOING	Display of Notice - Authorized by the employer to receive Notice - Rule - 4
32	Min Wages	ONGOING	Inspectors Details- under the payment of minimum wages Act - Rule - 22(10)

COMPLIANCE CHECKLIST

List of Registers to be Maintained Under Various Labour Laws

Sl. No.	Act	Frequency	Principle Employer
33	N.F.H.ACT	ONGOING	Proceeding number received from Labour department- under the National and Festival Holidays Act –FORM - III
34	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
35	S & E Act	ONGOING	Company Name Board to be Displayed in Tamil & English
36	Sexual Harassment Act	ONGOING	ICC-Committee members Name to be Displayed

Monthly Return [Due Date – 30-Jun- 2018]

1	SE Act	Monthly	To be Submitted Form - S to the Labour Department as and when any change in the Employees strength
---	--------	---------	--

IMPORTANT ANNOUNCEMENT QUARTERLY / HALF-YEARLY RETURNS SUBMISSION

IT,ITES & Software Establishments [Due Date -31-Jul-2018]

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	Min Wages	Half Yearly	Self-Certification For Minimum Wages - Form XII
4	C.P.S.W.Act	Half Yearly	Annual return /Half yearly - Form 2
5	P.S.A.Act	Half Yearly	Annual return /Half yearly - Form 2

COMPLIANCE CHECKLIST

List of Registers to be Maintained Under Various Labour Laws

Sl. No.	Act	Frequency	Principle Employer
6	M.B.Act	Half Yearly	Self-Certification Half Yearly Return - Form L
7	P.W. Act	Half Yearly	Self-Certification for Payment of Wages - Form VIII
8	GRA.Act	Half Yearly	Self-Certification Half Yearly Return - Form V
9	CLRA Act	Half Yearly	Self-Certification - Half Yearly Return - Form XXX

Commercial Establishments (Trading & Marketing) - [Due Date - 31st JUL 2018]

1	S & E Act	As And When	Notice of Daily Hours of Work, Rest Interval Weekly Holiday - Form S
2	C.P.S.W.Act	Half Yearly	Annual return /Half yearly - Form 2
3	P.S.A.Act	Half Yearly	Annual return /Half yearly - Form 2

For Factories - [Due Date - 31st JUL 2018]

1	LWF	Quarterly	Register of fines and unpaid accumulation - Form C
2	C.P.S.W.Act	Half Yearly	Annual return /Half yearly - Form No. 2
3	P.S.A.Act	Half Yearly	Annual return /Half yearly - Form 2

Thank You