

## Unified Annual Return

( A Simplified Annual Return for submission through online under various labour laws in the A&N Islands)

**Simplified Annual Return under various law(s) of:**

MB Act	BOCW Act	PB Act	ISMW Act	ID Act	MW Act	PW Act	C.L Act
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in the A & N Island for the year.....

**Note: (i) Every employer shall fill all data from A to H mentioned below  
(ii) Employer may file any one or more labour Laws as mentioned above**

**General Information**

**A. Establishment Detail**

Name of the Establishment .....  Address .....  Date of opening .....
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**B. Employer/Owner Detail**

A. Employer/Owner Detail	
1. Name	2. Email ID
.....	.....
3. Telephone No	4. Mobile No.
.....	.....
5. Address	
.....	.....
.....	.....
.....	.....

**B. Manager/ Person/Agent details responsible for supervision and control of Establishment**

C. Manager/ Person/Agent details responsible for supervision and control of Establishment	
6. Name	7. Email ID
.....	.....
8. Telephone No	9. Mobile No.
.....	.....
10. Address	
.....	.....
.....	.....
.....	.....

**D. Working hours and weekly rest day**

C. Working hours and weekly rest day	
11. Number of working days during the year	12. Number of men-days during the year
.....	.....
13. Daily hours of work	14. Day of weekly holidays
.....	.....
15. Number of shift worked	
.....	

**Common Information**

**D. Wage Rates**

E. Wage Rates								
Sl. No.	Category	Rates of Wages	No. of Regular workers			No. of Contract Workers		
			Male	Female	Adolescent	Male	Female	Adolescent
1	Highly skilled							

2	Skilled							
3	Semi Skilled							
4	Others							

#### F. Details of Payments

E. (a) Details of Payments						
Gross wages Paid		Deductions			Net Wages Paid	
In cash	In kind	Fines	Deduction damages or loss	Others	In cash	In Kind
.....	.....	.....	.....	.....	.....	.....

#### F. Number of workers who were granted leave with wages during the year

G.(b) Number of workers who were granted leave with wages during the year		
16. No. of workers granted leave with wages	17. During the year	18. Total number of workers
.....	.....	.....

#### G. Details of various welfare amenities provided under the statutory schemes

Details of various welfare amenities provided under the statutory schemes			
Sr. No.	Nature of various welfare amenities provided	Availability	Statutory (specify the statute)

#### I. Employees Information

Simplified Annual Return under the Contract Labour(R&A) Act for the year.....

Details of Principal Employer, Contractor and Contract Labour

Details of Principal Employer, Contractor and Contract Labour	
19. Name of the Principal Employer	20. Date of commencement of establishment
.....	.....

21. Number of Contractors engaged in establishment during the year .....	22. Total number of the days worked by contract labour during the year .....
23. Total number of the man-days worked by contract labour during the year .....	24. Name of Manager /Agent (in case of mines) .....
25. Address	
26. E mail ID .....	27. Telephone no. .....
28. Mobile No. .....	.....
.....	.....
.....	.....
.....	.....

**J. Maximum number of persons employed in any day during the year:**

Males	Females	Adolescent(between the age of 14 to 18 years)	Total
.....	.....	.....	.....

**K. Employer's Registration/License Number**

L. Employer's Registration/License Number			
Sr.No.	Name	Registration/License	Registration No./License No (If Yes)
29	The building and Other Construction Workers (regulation of Employment and Conditions of Service) Act, 1996	___ Yes ___ No	
30	The Contract Labour (Regulation and Abolition)Act, 1970	___ Yes ___ No	
31	The Inter-State Migrant workmen (regulation of Employment and condition of Service)Act, 1979	___ Yes ___ No	
32	The Employment Provident Funds and Miscellaneous Provision Act, 1952	___ Yes ___ No	
33	The Employees' state Insurance		

	Act, 1948	<input type="checkbox"/> Yes <input type="checkbox"/> No	
34	The mines Act, 1952-Notice of opening under regulation 3 of Coal Mines Regulation, 1957 or Regulation 3 of Metalliferous Mines Regulation, 1961	<input type="checkbox"/> Yes <input type="checkbox"/> No	
35	The Factories Act, 1948	<input type="checkbox"/> Yes <input type="checkbox"/> No	
36	The Motor Transport Workers Act, 1961	<input type="checkbox"/> Yes <input type="checkbox"/> No	
37	A & N Islands Shops and Other Establishment Regulation 2004	<input type="checkbox"/> Yes <input type="checkbox"/> No	
38	Any other Act	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## MB Act

### Maternity Benefit Act

Simplified Annual Return under Maternity Benefit Act for the year:.....

39.	Date of opening of establishment	
40.	Date of closing, if closed	

Sr. No.	Name of Medical Officer	Qualification of Medical Officer
1		

41.	Is medical officer resident at (the mines or circus)	<input type="checkbox"/> Yes <input type="checkbox"/> No
42.	If a part time, how often does he/she pay visit to establishment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
43.	Is there any hospital?	<input type="checkbox"/> Yes <input type="checkbox"/> No
44.	If so, how many beds are provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No
45.	Is there any lady Doctor?	<input type="checkbox"/> Yes <input type="checkbox"/> No
46.	If so, what is her qualification?	<input type="checkbox"/> Yes <input type="checkbox"/> No
47.	Is there any qualified mid-wife?	<input type="checkbox"/> Yes <input type="checkbox"/> No
48.	Has any crèche been provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**L. Leave Granted under Maternity Benefit Act, 1961 A & N Islands Maternity Benefit Rules/ ESI Act, 1948**

M. (i) Leave Granted under Maternity Benefit Act, 1961 A & N Islands Maternity Benefit Rules/ ESI Act, 1948		
49.	Total no. of female employees in the establishment	.....
50.	Total no. days of leave granted	.....
51.	No. of employees granted maternity leave/benefited by ESI	.....

**BOCW Act**

**M. BOCW Act 1996 and A & N Islands BOCW (R E & C S) Rules 2003**

Simplified Annual Return under BOCW Act 1996 and A & N Islands BOCW (R E & C S) Rules for the year :.....

N. BOCW Act 1996 and A & N Islands BOCW (R E & C S) Rules 2003		
A	Maximum number of building workers employed on any day during the year	-----
B	The number of accidents that took place during the year	-----
B23(i)	Number of accident resulting in disablement of building workers for less than 48 hours	-----
B23(ii)	The number of building workers involved	-----
B23(iii)	The number of man-days lost	-----
B6(i)	The number accidents resulting in disablement of building workers beyond 48 hours but not resulting in any permanent partial or permanent total disablement	-----
B6(ii)	The number of building workers involved	-----
B6(iii)	The number man-days lost on account of such accidents	-----
B5(i)	The number of accidents resulting in permanent, partial or total disablement	-----
B5(ii)	The number of building workers involved	-----
B5(iii)	The number of man-days lost on account of such accidents	-----
B4(i)	The number of accidents resulting in deaths of building workers and the number of resultant deaths	-----
C	Change, if any, in management of the establishment, its location, or any other particulars furnished to the Registering Officer in the application for registration, indication, also the dates	-----

## Payment of Bonus Act

Simplified Annual Return under Payment of Bonus Act for the year :

.....

### N. Number of employees benefited by bonus payments

O. Number of employees benefited by bonus payments	
52. Total amount payable as bonus	53. Percentage of bonus declared
.....	.....
54. Date on which payment made	55. Date on which payment made
.....	.....
56. Settlement, if any, reached	Settlement Description
.....Yes ..... No	Description
57. Whether bonus has been paid to all the employees, if not, reasons for non-payment	
.....Yes ..... No	
59. Remarks	
.....	

## ISMW Act

### Inter State Migrant Workmen (RE & CS) Act

Simplified Annual Return under Inter state migrant workmen (RE & CS) Act for the year:.....

### O.Migrant Details

A. Migrant Details	
60. Number of Contractors worked in the establishment during the year	61. Nature of Work/Operation in which inter-state migrant workmen were employed
.....	.....
62. Total number of man-days of inter-state migrant workmen worked	63. Maximum number of inter-state migrant workmen employed
.....	.....
64. Maximum number of inter-state migrant workmen employed	





**MW ACT**

**Minimum Wages Act**

S. Simplified Annual Return under Minimum Wages Act, 1947 for the year:.....

76.	Number of days worked during the year.....
77.	Number of man days worked during the year.....
78.	Average daily number of persons employed during the year .....
79.	Balance of fine find in hand at the end of the year.....

**The Payment of Wages Act**

T. Simplified Annual Return under Payment of Wages Act, 1936 for the year:.....

80.	Number of days worked during the year.....
81.	Number of mandays worked during the year.....
82.	Wage period .....
83.	Total wages paid .....
84.	Total authorized deductions made from wages during the year .....

**It is certified that the above information is true and correct to the best of my belief and knowledge.**

**Dated:**

**Signature of employer**

**MTW ACT**

**The Motor Transport Workers Act**

U. Simplified Annual Return under Motor Transport Workers Act for the year:.....

85.	Name and address of the Motor Transport undertaking .....
86.	Compensatory holidays..... (i) No. of workers exempted from section 19 (ii) No. of workers who received holidays in the (a) Same month (b) Following month (c) Third month
87.	Canteens .....
88.	Medical facilities (i) No. of dispensaries and situation (ii) No. of Doctors (iii) No. of Nurses
89.	Rest Rooms (i) Number of Rest Rooms (ii) Details of accommodation furniture and other equipment provided (iii) Approximate average daily attendance of workers.

**PL ACT.**

**The Plantation Labour Act**

V. Simplified Annual Return under Plantation Act for the year:.....

90.	Name of plantation and its address .....
91.	Normal hours worked per week .....
92.	Total number of workers discharged during the year for which this return is made .....