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**ANDAMAN AND NICOBAR ADMINISTRATION
SECRETARIAT**

NOTIFICATION

Sri Vijaya Puram, dated the 28th January, 2026.

No. 27/2026/F. No. M-13/12/2023-Lab.Ins-III-LAB_AN/107.— In exercise of the powers conferred by Section 67 of the “Code on Wages, 2019 (Central Act No. 29 of 2019)” read with Section 2 (w) thereof, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby proposes to make the Rules to carry out the provisions of the said Code.

WHEREAS, the draft Code on Wages (A & N Islands), Rules, 2022 was earlier published vide Gazette Notification No.31 dated 28.02.2022 in A & N Gazette for inviting objections and suggestions from the persons to be affected thereby and now after implementation of the Code on Wages, 2019 w.e.f. 21.11.2025 by the Govt. of India, it has been considered necessary to pre-publish the following Rules afresh.

Accordingly, in exercise of powers conferred under Sub-section (1) of Section 67 of the said Code, the following Draft Rules are hereby pre-published for inviting objections and suggestions thereupon from the persons to be affected thereby. Any objections and suggestions should reach within a period of 45 days from the date of the draft publication to the Office of Labour Commissioner, Labour Department, Andaman and Nicobar Administration, Supply Line, Sri Vijaya Puram-744101, email- lcdet@and.nic.in

**DRAFT RULES
CHAPTER I
PRELIMINARY**

1. Short title, extent and commencement —

- (1) These rules may be called **the Code on Wages (A & N Islands) Rules, 2026**.
- (2) They extend to the whole of Union Territory of Andaman and Nicobar Islands.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions - (1) In these rules, unless the subject or context otherwise requires –

- (a) “authority” means the authority appointed by the Andaman and Nicobar Administration under Sub-section (1) of Section 45 of the code;
- (b) “appellate authority” means the appellate authority appointed by the Andaman and Nicobar Administration under Sub-section (1) of Section 49 of the code;
- (c) “appeal” means an appeal preferred under Sub-section (1) of Section 49 of the code;
- (d) “Arduousness of work” means categorization of works as notified by the A & N Administration;

- (e) "Board" means the A & N Islands Advisory Board constituted by the Andaman and Nicobar Administration under Sub-section (4) of Section 42 of the code;
 - (f) "Chairperson" means the chairperson of the Board;
 - (g) "Code" means the Code on Wages, 2019 (29 of 2019);
 - (h) "committee" means a committee appointed by the Andaman and Nicobar Administration under clause (a) of Sub-section (1) of Section 8 of the code;
 - (i) "day" means a period of 24 hours beginning at mid-night;
 - (j) "family" means all or any of the following relatives of an employee namely :—
 - (i) a spouse;
 - (ii) a minor legitimate or adopted child dependent upon the employee;
 - (iii) a child who is wholly dependent on the earnings of the employee, and who is—
 - (a) receiving education, till he attains the age of twenty-one years; and
 - (b) an unmarried daughter;
 - (iv) a child who is infirm by reason of any physical or mental abnormality or injury and is wholly dependent on the earnings of the employee, so long as the infirmity continues;
 - (v) dependent parents (including father-in-law and mother-in-law of a woman employee), whose income from all sources does not exceed such income as may be specified by the A & N Administration from time to time;
 - (k) "Form" means a form appended to these rules;
 - (l) "highly skilled occupation" means an occupation which calls in its performance a specific level of perfection and required competence acquired through intensive technical or professional training or practical occupational experience for a considerable period and also requires of an employee to assume full responsibility for his judgment or decision involved in the execution of such occupation;
 - (m) "Inspector-cum-Facilitator" means a person appointed by the Andaman & Nicobar Administration, by Notification under Sub-section (1) of Section 51 of the code;
 - (n) "member" means a member of the Board and includes its Chairperson;
 - (o) "metropolitan area" means a compact area having a population of forty lakhs or more comprised in one or more districts;
 - (p) "non-metropolitan area" means a compact area having a population of more than ten lakhs but less than forty lakhs, comprised in one or more districts;
 - (q) "population" means the population as ascertained at the last preceding census of which the relevant figures have been published;
 - (r) "registered trade union" means a trade union registered under the Trade Unions Act, 1926 (16 of 1926) / Industrial Relations Code, 2020 (35 of 2020);
 - (s) "rural area" means the area which is not the metropolitan area or non-metropolitan area;
 - (t) "Schedule" means the schedule to these rules;
 - (u) "section" means a section of the Code;
 - (v) "semi-skilled occupation" means an occupation which in its performance requires the application of skill gained by the experience on job which is capable of being applied under the supervision or guidance of a skilled employee and includes supervision over the unskilled occupation;
 - (w) "skilled occupation" means an occupation which involves skill and competence in its performance through experience on the job or through training as an apprentice in a technical or vocational institute and the performance of which calls for initiating and judgment;
 - (x) "unskilled occupation" means an occupation which in its performance requires the application of simply the operating experience and involves no further skills;
- (2) All other words and expressions used herein in these rules and not defined shall have the meanings respectively assigned to them under the Code.

CHAPTER II

Minimum wages

3. Manner of calculating the minimum rate of wages —

- (1) For the purposes of Sub-section (5) of Section 6, the minimum rate of wages shall be fixed at the rate equal to or above the floor wages fixed by the Central Government under Section 9 on the day basis keeping in view the following criteria, namely:-
 - (i) The standard working-class family which includes a spouse and two children apart from the earning worker; an equivalent of three adult consumption units;
 - (ii) A net intake of 2700 calories per day per consumption unit;
 - (iii) 66 meters cloth per year per standard working class family;
 - (iv) Housing rent expenditure to constitute 10 per cent of food and clothing expenditure;
 - (v) Fuel, electricity and other miscellaneous items of expenditure to constitute 20 percent of minimum wage; and
 - (vi) Expenditure for children education, medical requirement, recreation and expenditure on contingencies to constitute 25 percent of minimum wage;
- (2) When the rate of wages for a day is fixed, then, such amount shall be divided by eight for fixing the rate of wages for an hour and multiplied by twenty six for fixing the rate of wages for a month and in such division and multiplication the factors of one-half and more than one-half shall be rounded as next figure and the factors less than one-half shall be ignored. In the case of a five-day working week, the hourly rate of minimum wages so calculated shall be used to derive the minimum wages for the day.

4. Norms for fixation of minimum rate of wages —

- (1) The A & N Administration shall fix the minimum rate of wages under section 6 for the employees employed in unskilled, semi-skilled, skilled and highly skilled occupations for the whole Union Territory of Andaman and Nicobar Islands.
- (2) The Andaman and Nicobar Administration shall constitute a technical committee for the purpose of advising the Andaman and Nicobar Administration in respect of skill categorization of occupation, arduousness of work, hazardous occupations or processes and underground work and like other categorization, which shall consist of the following members, namely :—
 - (i) The Labour Commissioner, Andaman and Nicobar Administration - Chairperson.
 - (ii) The Director of Industries, Andaman and Nicobar Administration - Member.
 - (iii) The EO to CE, APWD, Andaman and Nicobar Administration - Member.
 - (iv) The Employment Officer, Employment Exchange (MCC),
Andaman and Nicobar Administration - Member.
 - (v) The Director, Directorate of Economics and Statistics,
A & N Administration - Member.
 - (vi) The Principal, Govt. ITI, Dollygunj, Sri Vijaya Puram,
Andaman and Nicobar Administration - Member.
 - (vii) The Inspector of Factories, Andaman and Nicobar Administration - Member.
 - (viii) The Assistant Labour Commissioner, Sri Vijaya Puram,
Andaman and Nicobar Administration - Member
Secretary.
- (3) The Andaman and Nicobar Administration shall, on the advice of the technical committee referred to in sub-rule (2) shall categorize, the occupations of the employees into four categories that is to say unskilled, semi-skilled, skilled and highly skilled by modifying, deleting or adding any entry in the categorization of such occupations specified in **Schedule A**.
- (4) The Technical Committee referred to in sub-rule (2) while advising the Andaman and Nicobar Administration under sub-rule (3) take into account, to the possible extent, the national classification of occupation or national skills qualification framework or other similar framework for the time being formulated to identify occupations.

(5) The Chairperson may call a meeting of the Technical Committee referred to in sub-rule (2), at any time deemed fit and the proceedings of such meeting shall be forwarded to the A & N Administration at least within a fortnight of the meeting.

5. Time Interval for revision of Dearness Allowance – Endeavour shall be made so that the cost-of-living allowance and the cash value of the concession in respect of essential commodities at concession rate shall be computed twice in a year, i. e. 1st January and 1st July to revise the variable Dearness Allowance payable to the employees on the minimum wages considering the Average All India Consumer Price Index Number for Industrial Workers published by the Labour Bureau, Ministry of Labour and Employment, Government of India,

6. Number of hours of work which shall constitute a normal working day —

(a) The normal working day under clause (a) of Sub-section (1) of Section 13 shall be comprised of ten hours of work and one or more intervals of rest which in total shall not exceed one hour.

(b) No employee shall be required or allowed to work in an establishment for more than forty-eight hours in a week.

(c) If an employee works on a daily basis in an establishment, the period of work of such an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day.

(d) If the employee works in the establishment for six days in a week, the period of work of an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the seventh day of the said week for the employee shall be a paid holiday.

(e) If the employee works in the establishment for less than six days in a week arising due to provision of flexibility in working hours, the period of work of an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the remaining days of the said week for the employee shall be paid holidays:

Provided that flexibility in working hours shall be permitted with the consent of negotiating union / negotiating council or with the consent of majority of employees in the absence of a negotiating union / negotiating council.

(f) The provisions of sub-rules (a) to (c) shall, in the case of an employee employed in agricultural employment, be subject to such modifications as may, from time to time, be determined by the Andaman & Nicobar Administration.

(g) No employee shall be allowed to work for more than six hours continuously before he has had an interval for rest of at least half-an-hour.

(h) Nothing in this rule shall be deemed to affect the provisions of the Occupational safety, Health and Working Conditions Code, 2020 (Central Act 37 of 2020).

7. Weekly day of rest — (1) Subject to the provisions of this rule, an employee shall be allowed rest of one day or more than one day, as the case may be, every week (hereinafter referred to as “the rest days”) which in case of six day week shall ordinarily be Sunday and in case of less than six day week shall ordinarily be Saturday and Sunday. However, the employer may fix any other days of the week as the rest days for any employee or class of employees:

Provided that, in a six day working week or less than six day working week, as the case may be, the remaining days of the week shall be paid rest days for such employees:

Provided further that, an employee shall be entitled for the rest days under this sub-rule, if he has worked under the same employer in case of six day week for a continuous period of not less than six days and in case of less than six day working week, for a continuous period of the stipulated number of working days, as the case may be:

Provided also that, the employee shall be informed of the days fixed as the rest days and of any subsequent change in the rest days before the change is effected, by display of a notice to that effect at a conspicuous place in the place of employment.

Explanation.— For the purpose of computation of the continuous period of not less than six days or the stipulated number of working days in a week specified in the second proviso to this sub-rule,

- (a) any day on which an employee is required to attend for work but is given only an allowance for attendance and is not provided with work,
- (b) any day on which an employee is laid off on payment of compensation under the Industrial Relations Code, 2020 (35 of 2020), and
- (c) any leave or holiday, with or without pay, granted by the employer to an employee in the period of six days or during the stipulated number of working days of a week as the case may be, immediately preceding the rest days, shall be deemed to be days on which the employee has worked.

(2) Any such employee shall not be required or allowed to work on the rest day unless he has or will have a substituted rest day for a whole day on one of the working days in a week immediately before or after the rest day:

Provided that, no substitution shall be made which will result in the employee working for more than ten days consecutively without a rest day for a whole day.

(3) Where in accordance with the foregoing provisions of this rule, any employee works on a rest day and has been given a substituted rest day on any one of the working days before or after the rest day, the rest day shall, for the purpose of calculating the weekly hours of work, be included in the week in which the substituted rest day occurs.

(4) An employee shall be granted for rest day wages calculated at the rate applicable to the next preceding day; and where he works on the rest day and has been given a substituted rest day, then, he shall be paid wages for the rest day on which he worked, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day:

Provided that, in case of six day week where,—

- (i) the minimum rate of wages of the employee as notified under the Code has been worked out by dividing the minimum monthly rate of wages by twenty- six; or
- (ii) the actual daily rate of wages of the employee has been worked out by dividing the monthly rate of wages by twenty-six and such actual daily rate of wages is not less than the notified minimum daily rate of wages of the employee, then, no wages for the rest day shall be payable; and
- (iii) the employee works on the rest day and has been given a substituted rest day, then, he shall be paid, only for the rest day on which he worked, an amount equal to the wages payable to him at the overtime rate;

and, if any dispute arises whether the daily rate of wages has been worked out in accordance with the provisions of this proviso, the Assistant Labour Commissioner having territorial jurisdiction may, on application made to him in this behalf, decide the same, after giving an opportunity to the parties concerned to make written representations:

Provided further that, in case of an employee governed by a piece-rate system, he shall be paid wages for the rest day on which he works, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day.

Explanation.— In this sub-rule 'next preceding day' means the last day on which the employee has worked, which precedes the rest day or the substituted rest day, as the case may be; and where the substituted rest day falls on a day immediately after the rest day, the next preceding day means the last day on which the employee has worked, which precedes the rest day.

(5) The provisions of this rule shall not operate to the prejudice of more favourable terms, if any, to which an employee may be, entitled under any other law or under the terms of any award, agreement or contract of service, and in such a case, the employee shall be entitled only to more favourable terms aforesaid.

Explanation.— For the purposes of this rule, 'week' shall mean a period of seven days beginning at midnight on Saturday night.

- 8. Night shifts**—Where an employee in an employment works on a shift which extends beyond midnight, then, -
- (a) a rest day for the whole day for the purposes of rule 7 shall, in this case means a period of twenty-four consecutive hours beginning from the time when his shift ends; and
 - (b) the following day in such a case shall be deemed to be the period of twenty-four hours beginning from the time when such shift ends, and the hours after midnight during which such employee was engaged in work shall be counted towards the previous day.
- 9. The extent and conditions for the purposes of Sub-section (2) of Section 13** — (1) In case of class of employees referred to under clauses (a) to (e) of Sub-section (2) of Section 13, the provisions of rules 6, 7 and 8 shall apply subject to the condition that –
- (i) the spread over of the hours of work of the employee may not exceed 16 hours in any day in certain situations; and
 - (ii) the actual hours of work excluding the intervals of rest and the periods of inaction during which the employee may be on duty but is not called upon to display either physical activity or sustained attendance shall not exceed nine hours in any day.
- 10. Longer wage period** - The longer wage period for the purposes of minimum rate of wages under Section 14 shall be by the month.
- 11. Circumstances under clause (ii) of the proviso to Section 10** — An employee shall not be entitled to receive wages for a full normal working day under Section 10, if he is not entitled to receive such wage under any other law for the time being in force.

CHAPTER III PAYMENT OF WAGES

- 12. Recovery of excess amount** – Where the total deductions authorized under Sub-section (4) of Section 18 exceed fifty per cent. of the wages of an employee, the excess shall be carried forward and recovered from the wages of succeeding wage period as the case may be, in such installments so that the recovery in any month shall not exceed the fifty percent of the wages of the employee in that month.
- 13. The authority competent to impose fine** – The Assistant Labour Commissioner having jurisdiction over the place of work of the employee concerned shall be the authority for the purposes of Sub-section (1) of Section 19.
- 14. The manner of exhibiting the notice** – A notice referred to in Sub-section (2) of Section 19 shall be displayed in physical form or electronically in Hindi and in English at the conspicuous places in the premises of the work place in which the employment is carried on, so that every concerned employee would be able easily to read the contents of the notice and a copy of the notice shall be sent electronically or by manually to the Inspector-cum-Facilitator having jurisdiction.
- 15. The procedure for imposition of fines** – The employer shall give an intimation electronically or in writing specifying therein the detailed particulars for obtaining the approval of the imposition of fine to the Assistant Labour Commissioner referred to in rule 13 who shall, before granting or refusing the approval, give opportunity of being heard to the employee and the employer concerned and shall dispose of the matter within 30 days from the date of receiving such intimation, failing which it shall be deemed to be approved.
- 16. Intimation of deduction** – (1) Where an employer makes any deduction in connection with absence from duty in pursuance of the proviso to Sub-section (2) of Section 20, he shall make intimation of such deduction to the Inspector-cum-Facilitator having jurisdiction within ten days from the date of such deduction explaining therein the reason for such deduction.
- (2) The Inspector-cum-Facilitator shall, after receiving intimation under sub-rule (1), examine such intimation and if he finds that the explanation given therein is in contravention of any provision of the Code or the rules made there under, he shall initiate appropriate action under the Code against the employer.

- 17. Procedure for deduction for damage or loss** - Any employer desiring to make deduction for damage or loss under Sub-section (1) of Section 21 from the wages of an employee shall, –
- (i) explain to the employee personally and also in writing the damage or loss of goods expressly entrusted to the employee for custody or for loss of money for which he is required to account for and how such damages or loss is directly attributable to the neglect or default of the employee; and
 - (ii) thereafter, give the employee an opportunity to offer any explanation and deduction for any damages or loss, if made, shall be intimated to the employee within fifteen days from the date of such deduction.
- 18. Conditions regarding recovery of advance** — The recovery, as the case may be of,—
- (i) Advances of money given to an employee after the employment began under clause (b) of Section 23; or
 - (ii) advances of wages to an employee not already earned under clause (c) of Section 23, shall be made by the employer from the wages of the concerned employee in installments determined by the employer, so as any or all installments in a wage period shall not exceed fifty per cent. of the wages of the employee in that wage period and the particulars of such recovery shall be recorded in the register maintained in **Form-I**.
- 19. Extent of loan and rate of interest** — The Employee may be granted loans to the extent of ten times the salary drawn by the employee at the bank rate of interest on loans for house building and other purposes, as notified by the Employer and agreed upon by both the Employer and Employee.
- 20. Deduction under Section 24** — Deductions for recovery of loans granted for house building or other purposes approved by the A & N Administration, and the interest due in respect thereof shall be, subject to any direction made or circular issued by the A & N Administration from time to time regulating the extent to which such loans may be granted and the rate of interest shall be payable thereon.

CHAPTER V STATE ADVISORY BOARD

- 21. Constitution of the Board** — The Board shall consist of the persons to be nominated by the A & N Administration representing employers and employees as specified in clause (a) and (b) of Sub-section (6) of Section 42, the independent persons as specified in clause (c) of that Sub-section and as per Sub-section (7) of Section 42.
- 22. Meeting of the Advisory Board** — The Chairperson may, subject to the provision of rule 23, call a meeting of the Advisory Board, at any time he thinks fit:
- Provided that on request in writing from not less than one half of the members, the Chairperson shall call a meeting within thirty days from the date of the receipt of such a requisition.
- 23. Notice of meetings** – The Chairperson shall fix the date; time and place of every meeting and a notice in writing containing the aforesaid particulars along with a list of business to be conducted at the meeting shall be sent to each member by manually and electronically at least fifteen days before the date fixed for such meeting:
- Provided that in the case of an emergency meeting, notice of seven days only may be given to every member.
- 24. Functions of Chairperson** — The Chairperson shall —
- (i) Preside over the meetings of the Advisory Board:
- Provided that in the absence of the Chairperson at any meeting, the members present shall elect from amongst themselves by a majority of votes, any other member to preside at such meeting;

- (ii) Decide the agenda of each meeting of the Advisory Board;
- (iii) where in the meeting of the Advisory Board, if any issue has to be decided by voting, conduct the voting and count or cause to be counted the secret voting in the meeting.

25. Quorum — No business shall be transacted at any meeting unless at least one-third of the members and at least one representative member of both the employers and an employee are present :

Provided that, if at any meeting less than one-third of the members are present, the Chairperson may adjourn the meeting to a date not later than seven days from the date of the original meeting and it shall thereupon be lawful to dispose of the business at such adjourned meeting irrespective of the number of members present :

Provided further that the date, time and place of such adjourned meeting shall be intimated to all the members electronically or by a manually.

26. Disposal of business of the Advisory Board — All business of the Advisory Board shall be considered at a meeting of the Advisory Board, and shall be decided by a majority of the votes of members present and voting and in the event of an equality of votes, the Chairperson shall have a casting vote:

Provided that the Chairperson may, if he thinks fit, direct that any matter shall be decided by the circulation of necessary papers and by securing written opinion of the members :

Provided further that no decision on any matter under the preceding proviso shall be taken, unless supported by not less than two-thirds majority of the members.

27. Method of voting — Voting in the meeting of the Advisory Board shall ordinarily be by show of hand, but if any member asks for voting by ballot, or if the Chairperson so decides, the voting shall be by secret ballot and shall be held in such manner as the Chairperson may decide.

28. Proceedings of the meetings — (1) The proceedings of each meeting of the Board, showing inter alia the names of the members present there at shall be forwarded to each member and to the A & N Administration as soon after the meeting as possible, and in any case, not less than seven days before the next meeting.

(2) The proceedings of each meeting of the Board shall be confirmed with such modification, if any, as may be considered necessary at the next meeting.

(3) The Proceedings of each meeting shall be drafted and recorded by the Member Secretary of the Board.

29. Term of office of members of the Advisory Board — (1) The term of office of the Chairperson or a member, as the case may be, shall be normally two years commencing from the date of his appointment or nomination :

Provided that such Chairperson or a member shall, notwithstanding the expiry of the said period of two years, continue to hold office until his successor is appointed or nominated, as the case may be.

(2) An independent member of the Board nominated to fill a casual vacancy shall hold office for the remaining period of the term of office of the member in whose place he is nominated.

(3) Notwithstanding anything contained in sub-rules (1) and (2), the members of the Board shall hold office during the pleasure of the Andaman & Nicobar Administration.

30. Summoning of witnesses and production of documents – (1) The Chairperson may summon any person to appear as a witness if required in the course of the discharge of his duty and require any person to produce any document.

(2) Every person who is summoned and appears as a witness before the Board shall be entitled to an allowance for expenses by him in accordance with the scale for the time being in force for payment of such allowance to witnesses appearing before a civil court.

- 31. Travelling Allowance** — The Chairperson and every member of the Advisory Board shall be entitled to draw travelling and halting allowance for any journey performed by him in connection with his duties as such member at the rates and subject to the conditions applicable to a Group A officer of the Andaman and Nicobar Administration.
- 32. Officers and Staff** — The Andaman and Nicobar Administration may provide one Secretary not below the rank of Assistant Labour Commissioner to the Andaman and Nicobar Administration, other officers and staff to the Advisory Board, as it may think necessary for the function of the Board.
- 33. Eligibility for re-nomination of the members of the Advisory Board** — An outgoing member shall be eligible for re-nomination for membership of the Board for not more than a total of three terms.
- 34. Resignation of the Chairperson and other members of the Advisory Board** — (1) A member of the Advisory Board, other than the Chairperson, may, by giving notice in writing to the Chairperson, resign his membership and the Chairperson may resign by giving notice in writing addressed to the Andaman and Nicobar Administration.
- (2) A resignation shall take effect from the date of communication of its acceptance or on the expiry of thirty days from the date of resignation, whichever is earlier.
- (3) When a vacancy occurs or is likely to occur in membership of the Advisory Board, the Chairperson shall submit a report to the Andaman and Nicobar Administration immediately and the Andaman and Nicobar Administration shall, then, take steps to fill the vacancy in accordance with the provisions of the Code.
- 35. Cessation of membership** — If a member of the Advisory Board fails to attend three consecutive meetings without prior intimation to the Chairperson, he shall cease to be a member thereof.
- 36. Disqualification** — (1) A person shall be disqualified for being nominated as, and for being a member of the Advisory Board if,—
- (i) he is declared to be of unsound mind by a competent court; or
 - (ii) he is an un-discharged insolvent; or
 - (iii) before or after the commencement of the Code, he has been convicted of an offence involving moral turpitude.
- (2) If any question arises whether a disqualification has been incurred under sub-rule (1), the decision of the Andaman & Nicobar Administration thereon shall be final.

CHAPTER VI
PAYMENT OF DUES, CLAIMS etc.

- 37. Payment under clause (a) of Sub-section (1) of Section 44** — Where any amount payable to an employee under the Code is due after his death or on account of his whereabouts not being known, and the amount could not be paid to the nominee of the employee until the expiry of three months from the date the amount had become payable, then, such amount shall be deposited by the employer with the Assistant Labour Commissioner having jurisdiction, who shall disburse the amount to the person nominated by the employee after ascertaining his identity within two months of the date on which the amount was so deposited with him.
- 38. Deposit of the undisbursed dues under clause (b) of Sub-section (1) of Section 44** — Where any amount payable to an employee under this Code remains undisbursed in cases where no nomination has been made by such employee or for any other reason, all such amount shall be deposited by the employer with the Assistant Labour Commissioner having jurisdiction before the expiry of the fifteenth day after the last day of the said period of six months, through bank transfer or through a crossed demand draft obtained from any Scheduled bank in India drawn in favour of such Assistant Labour Commissioner.

39. Manner of dealing with the undisbursed dues under clause (b) of Sub-section (1) of Section

44— (1) The amount referred to in sub-rule (1) of rule 35 (hereinafter in this rule referred to as the amount) deposited with the Assistant Labour Commissioner having jurisdiction shall remain with him and be invested in the Central or State Government Securities or deposited as a fixed deposit in a nationalized bank.

(2) The Assistant Labour Commissioner having jurisdiction will exhibit, as soon as possible, a notice containing such particulars regarding the amount as the Assistant Labour Commissioner consider sufficient for information for at least for fifteen days on the notice board and also publish such notice in any two newspapers being circulated in the language commonly understood in the area in which undisbursed wages were earned.

(3) Subject to the provision of sub-rule (4), the Assistant Labour Commissioner having territorial jurisdiction shall release the amount to the nominee or the legal heir(s) or the dependant(s) as defined under Sub-section 24 of Section 2 of the Code on Social Security, 2020, as the case may be, in whose favour such Assistant Labour Commissioner has decided, after giving the opportunity of being heard, the amount to be paid.

(4) If the undisbursed amount remains unclaimed for a period of seven year after publication the amount shall be transferred to the A & N Islands Unorganised Workers' Social Security Board constituted under the Code on Social Security, 2020 (36 of 2020) for promoting welfare of the unorganised workers of the board. If any claim arises within the seven years from the date of such deposit notwithstanding anything contained in sub-rule (3), Assistant Labour Commissioner having territorial jurisdiction may decide and direct the Board to disburse the amount to the claimant.

**CHAPTER VII
FORMS, REGISTERS AND WAGE SLIP**

40. The form of a single application — (1) A single application for the claims which arises under the provisions of this Code, on behalf of or in respect of any number of employees employed in an establishment, may be filed under Sub-section (5) of Section 45 in **Form II** manually or electronically alongwith documents specified in such Form.

(2) Where an application under Sub-section (5) of Section 45 is entertained, the authority shall serve upon the employer electronically or by manually a notice in **Form-III** to appear before him on the date specified in the notice with all relevant documents and witnesses, if any, and shall inform the applicant of the date so specified.

(3) If the employer or his representative fails to appear on the specified date, the authority may hear and determine the application exparte.

(4) If the applicant or his representative fails to appear on the specified date without any reasonable cause shown in advance, the authority may dismiss the application.

41. Appeal — (1) Any person aggrieved by an order passed by the authority under Sub-section (2) of Section 45 may prefer an appeal under Sub-section (1) of Section 49 in **Form-IV** electronically or manually, alongwith documents mentioned by the appellant in the said Form, to the appellate authority having jurisdiction.

(2) Where an appeal under Sub-section (1) of Section 49 is entertained, the appellate authority shall serve upon the respondent electronically or by manually a notice in **Form-V** to appear before him on the date specified in the notice and shall inform the appellant of the date so specified.

(3) The appellate authority shall after hearing the appellant and the respondent shall, by Order, decide the appeal.

42. Form of register, etc.— (1) All fines and all realization thereof referred to in Sub-section (8) of Section 19 shall be recorded in a register to be kept by the employer in **Form-I**, electronically or otherwise and the authority referred to in said Sub-section (8) shall be the Assistant Labour Commissioner having jurisdiction.

(2) All deductions and all realization referred to in Sub-section (3) of Section 21 shall be recorded in a register to be kept by the employer in **Form-I** electronically or otherwise.

(3) Every employer of an establishment to which the Code applied shall maintain registers under Sub-section (1) of Section 50 in **Form I** and **Form VI** electronically or otherwise.

(4) Registers required to be maintained under these rules shall be preserved for a period of five years after the date of the last entry made therein.

43. Wage slip under Sub-section (3) of Section 50 — Every employer shall issue wage slips, electronically or otherwise, to the employees in **Form-VII** on or before payment of wages.

44. Power of Inspector-cum-Facilitators — (1) The Inspector-cum-Facilitator shall inspect the establishments as assigned to him subject to the instructions or guidelines issued by the A & N Administration as required under Sub-section (5) of Section 51 of the Code.

(2) The Inspector-cum-Facilitator shall, for the purposes of the enforcement of the Code, have powers, subject to the provisions of the Code.

45. Manner of holding enquiry by the officer of the Andaman and Nicobar Administration — (1) When a complaint is filed before the officer appointed under Sub-section (1) of Section 53, such officer after considering the evidence produced before him is of the opinion that an offence has been committed, shall issue summons to the offender on the address specified in the complaint fixing a date for his appearance.

(2) If the offender to whom the summons has been issued under sub rule appears or is produced before the officer, he shall explain the offender the offence complained against him and if the offender pleads guilty, the officer shall impose penalty on him in accordance with the provisions of the Code and when the offender does not plead guilty, the officer shall take evidence of the witnesses produced by the complainant on oath and provide an opportunity of cross examination of the witnesses so produced . The officer shall record the statement of the witnesses on oath and in cross examination in writing and take the documentary evidence on record.

(3) The officer shall, after the complainant's evidence is complete, provide opportunity of defense to the accused person and the witnesses produced by the accused shall be cross examined after their statements on oath by the complainant and documentary evidence in defense shall be taken on record by the officer.

(4) The officer shall, after hearing the parties and considering the evidence both or a land documentary, decide the complaint in accordance with the provisions of the Code.

46. The manner of imposing fine under Sub-section (1) of Section 56 — (1) An accused person desirous of making composition of offence under Sub-section (1) of Section 56 may make an application in **Form-VIII** electronically or otherwise, to the Gazetted Officer of Labour Department notified under said Sub-section (1).

(2) The Gazetted Officer of Labour Department referred to in sub-rule (1), shall, on receipt of such application, satisfy himself as to whether the offence is compoundable or not under the Code and if the offence is compoundable and if the offence is compoundable and the accused person agrees for the composition, compromise the offence for a sum of fifty percent of the maximum fine provided for such offence under the Code, to be paid by the accused within the time specified in the order of composition issued by such officer.

(3) Where the offence has been compromised under sub-rule (2) after the institution of the prosecution, then, the Gazetted Officer shall send a copy of such order made by him for intimation to the officer referred to in Sub-section (1) of Section 53 for needful action under sub-section (6) of section 56.

**CHAPTER VIII
MISCELLANEOUS**

- 47. Timely Payment of Wages** — Where the employees are employed in an establishment through contractor, then, the company or firm or association or any other person who is the proprietor of the establishment shall pay to the contractor the amount payable to him or it, as the case may be, before the date of payment of wages so that payment of wages to the employees shall be made positively in accordance with the provisions of Section 17.

Explanation.— For the purpose of this rule, the expression “firm” shall have the meaning as assigned to it in the Indian Partnership Act, 1932 (9 of 1932).

- 48. Responsibility for payment of minimum bonus** — Where in an establishment, the employees are employed through contractor and the employer or contractor fails to pay minimum bonus to them under Section 26, then, the company or firm or association or other person as referred to in the proviso to Section 43 shall, on the written information of such failure, given by the employees or any registered trade union or unions of which the employees are members and on confirming such failure, pay such minimum bonus to the employees.

- 49. Inspection scheme** — (1) For the purposes of the Code and these rules, there shall be formulated an inspection scheme by the A & N Administration.

(2) In the inspection scheme referred to in sub-rule (1), apart from other structural facts, a number shall be specified in the scheme for each Inspector-cum-Facilitator and establishment:

Provided the Inspection schemes shall be formulated as per the guidelines framed by the Central Inspection Schemes or Web-based Inspection Scheme system.

- 50. Adoption of procedure prescribed by Central Government** — Notwithstanding anything contained in these Rules, wherein the A & N Administration is the appropriate Government, but the Central Government has been empowered to prescribe any procedure under the Code, the A & N Administration shall adopt the same procedure as prescribed by the Central Government.

Repeal and savings — The Andaman and Nicobar Islands Minimum Wages Rules, 1972, the Andaman and Nicobar Islands Payment of Wages Rules, 1955, are hereby repealed:

Provided that, the said repeal shall not affect, —

- (a) the previous operation of the said rules or anything duly done or suffered there under, or
- (b) affect any right, liability or obligation acquired, accrued or incurred under the said rules.

Schedule A
(See Rule 4 (3))

Sl. No.	Unskilled
1.	Assistant Dresser
2.	Assistant Gatekeeper
3.	Assistant Hammerman
4.	Assistant Helper
5.	Assistant Jamadar
6.	Assistant Mazdoor
7.	Assistant Valve Man
8.	Assistant Wood Cutter
9.	Attendant
10.	Attender
11.	Bag Carrier
12.	Bajri Spreader
13.	Band Saw, Resaw and Circular Saw Helper
14.	Beater Women
15.	Beldaar
16.	Bell Woman
17.	Borry Man
18.	Breaker (using manual appliances)
19.	Bridge
20.	Bucket Man
21.	Butcher
22.	Calf boy
23.	Calf man
24.	Canteen Server
25.	Caretaker (Bridge)
26.	Caretaker (except in Copper, Chromite and Graphite mines where it is semi skilled)
27.	Carriage man
28.	Carrier
29.	Carrier (Water)
30.	Carrier (Stone)
31.	Cartman
32.	Casual Mazdoor
33.	Cattle Feeder, Hay Feeder
34.	Cattleman
35.	Chain Man
36.	Chattai Mazdoor (Mat Making)
37.	Chowkidar
38.	Cleaner
39.	Coalman
40.	Collecting Loose Fodder
41.	Collecting Stocks Fodder
42.	Concrete Hand Mixer
43.	Condenser
44.	Condenser Attendant
45.	Cook-helper

46.	Coolie
47.	Daffadar
48.	Daily Coolie
49.	Dairyman
50.	Digger
51.	Dismantling stocks
52.	Driver (Bullock, Camel, Donkey, Mule)
53.	Earth Cutter
54.	Excavating Labour
55.	Flag Man
56.	Flagman (Blast Train)
57.	Gang Man
58.	Gardner
59.	Gateman
60.	Grass Cutter
61.	Handleman
62.	Headload Worker
63.	Helper / Watchman
64.	Hole Cutter
65.	Jelly Maker
66.	Jumper Man
67.	Kamin (Female Work)
68.	Khalasi
69.	Lampman
70.	Loader
71.	Lorry Helper
72.	Lorry Trainees
73.	Mazdoor
74.	Mazdoor employed in loading and unloading
75.	Messenger
76.	Muchhers Jamadars
77.	Number Taker
78.	Off Bearer in Dolor Machine
79.	Office Boy
80.	Office Peon / Peon
81.	Over Burden Remover
82.	Petrol man
83.	Quarry Worker
84.	Roller Survey
85.	Sales Assistant
86.	Saw Dust / Waste remover
87.	Searcher
88.	Shunters
89.	Signalman
90.	Stableman
91.	Store-Mazdoor
92.	Strikers
93.	Surface Loader

94.	Surface Mukar
95.	Survey Khalasi
96.	Sweeper
97.	Take off bearer in peeling machine
98.	Tallboy
99.	Title Turner
100.	Trammer
101.	Trolley man
102.	Trolly Triper
103.	Truck Loader and Unloader
104.	Turner
105.	Tying and Carrying loose hay
106.	Under Ground Mukar
107.	Unloader
108.	Vaks Controller
109.	Valve Controller
110.	Waste removing mazdoor
111.	Watchman
112.	Water Carrier
113.	Waterman
114.	Weighing and Carrying bales
115.	Weighman
116.	White Washer
117.	Wooder
118.	Any other categories by whatever name called which are of Unskilled nature

SEMI-SKILLED

Sl. No.	Semi Skilled
1.	Assistant
2.	Assistant (Chowdhary)
3.	Assistant Bamd Saw Operator
4.	Assistant Blacksmith
5.	Assistant Carpenter
6.	Assistant Chef
7.	Assistant Chopper
8.	Assistant Cook
9.	Assistant Driller
10.	Assistant Electrician
11.	Assistant Engine Driver
12.	Assistant Fitter
13.	Assistant Foreman
14.	Assistant Lathe Operator
15.	Assistant Mason
16.	Assistant Mechanic
17.	Assistant Moulder
18.	Assistant Mystery

19.	Assistant Plumber
20.	Assistant Poking Operator
21.	Assistant Sawyer
22.	Assistant Store Keeper
23.	Assistant Supervisor
24.	Assistant Welder
25.	Assistant Wireman
26.	Attendance Keeper
27.	Banker Grade-II
28.	Basket Stitcher
29.	Bearer
30.	Belchawala
31.	Bhisti
32.	Blacksmith Helper
33.	Boatman
34.	Boxnallar
35.	Brander
36.	Break man
37.	Breaker
38.	Breaker (Stone, Rock, Rock Stone, Stone Metal)
39.	Breaker (using Mechanical Appliances)
40.	Bullman
41.	Butler / Cook
42.	Butterman
43.	Cal band maker
44.	Cane Weaver
45.	Canteen Head Supplier
46.	Carpenter Helper
47.	Chainman (Head)
48.	Chargeman
49.	Chargeman Mistry (Head)
50.	Charpoy Stringer
51.	Checker
52.	Classman
53.	Coachman
54.	Cobbler
55.	Composer
56.	Cracker
57.	Crane / Cross saw Helper
58.	Crate Maker
59.	Creaker
60.	Crech Ayah / Ayah / Untrained Crech Attendant
61.	Cross Chain Cutting Operator
62.	Crowlder Man
63.	Cultivator
64.	Daftry
65.	Dandee
66.	Dangel
67.	Delivery Man
68.	Dhobi

69.	Dine man
70.	Dismansar
71.	Dolly man
72.	Drafter
73.	Dresser
74.	Driller (Holes)
75.	Driver (Skin)
76.	Electrical Helper
77.	Electrician (Assistant)
78.	Engine Driver or Feeder
79.	Excavator
80.	Farrier
81.	Feeder
82.	Feller
83.	Ferro man
84.	Fireman
85.	Fitter, Gang Khalasi, Mazdoor Mason permanent way Pump Driver, Turner
86.	Frash
87.	Gang
88.	Gate Keeper
89.	Gharami
90.	Gharmal (Thatcher)
91.	Glassman
92.	Glue Mixer
93.	Glue Operator
94.	Gowala
95.	Grater
96.	Greaser
97.	Greaser (Sprayer)
98.	Greaser-cum-Fireman
99.	Grinder
100.	Hacksaw man
101.	Hammerman
102.	Hand Planning Man
103.	Head Fireman
104.	Head Worker
105.	Helper
106.	Helper (Artisan)
107.	Helper (Artison)
108.	Helper (Blacksmith)
109.	Helper (Locco / Crane / Truck)
110.	Helper (Mason, Carpenter, Blacksmith)
111.	Helper (Sawyer)
112.	Helper (Supervisor)
113.	Hot press Operator
114.	Ironing Workers
115.	Jamadar
116.	Jamadar (Stand)
117.	Jointer Operator
118.	Kasab

119.	Keyman
120.	Khalasi (Head) Survey Rovator Maphoh Gang Supervisor
121.	Khalasi (Structural)
122.	Kinfe Grinder
123.	Kneader (Bakery)
124.	Lab Assistant
125.	Lab Assistant / Warden / Cook
126.	Laboratory Boy
127.	Laboratory Boy Manjhee (Boatman)
128.	Labour (Rock-Cutting)
129.	Labourer (Rock-Cutting)
130.	Lascar
131.	Leaker
132.	Light Man
133.	Loco Trackman
134.	Log loader
135.	Log unloader
136.	Log hawler
137.	Machineman (Soda Factory)
138.	Mali (Head)
139.	Mali (Senior)
140.	Mali Senior
141.	Manjhee (Boatman)
142.	Masalchi
143.	Masalchi P.M. Mates
144.	Mason Helper
145.	Mate
146.	Mate (Blacksmith, Road, Carpenter)
147.	Mate (Stone)
148.	Mate (Store)
149.	Mate Mistry
150.	Mate / Jawabdar
151.	Mate / Mistry
152.	Mazdoor (Heavy Weight)
153.	Mazdoor (Literate)
154.	Mazdoor Mason
155.	Mechanic Helper
156.	Mechanical / Tower / Winch Operator
157.	Miner
158.	Mistri (Head)
159.	Muccadam
160.	Muccadam (without competency certificate under Metalliferous Bulldozer Driver Mines Regulations, 1961)
161.	Nalband
162.	Night Guard
163.	Oiler
164.	Oilman
165.	Packer
166.	Packing Case Saw Operator

167.	Parash
168.	Permanent Way
169.	Pintsman
170.	Planning Machine Operator
171.	Ploughman
172.	PM mates
173.	Points man, Seacunny
174.	Pump Attendant
175.	Pump-Driver, Turner
176.	Quarry Operator
177.	Quarryman
178.	Raft Man
179.	Rope man
180.	Runner (Post Dak)
181.	Salesman
182.	Sanding Operator
183.	Saw Grinder
184.	Scouter Grahast cutter
185.	Seacunny
186.	Shop Assistant
187.	Solicer Operator
188.	Sr. Attendant
189.	Sr. Chowkidar
190.	Sr. Khalasi
191.	Sr. Mazdoor
192.	Stable, Yard Stock
193.	Stocker
194.	Stockers and Boiler man
195.	Stoneman
196.	Store Man
197.	Studio Assistant
198.	Supplier
199.	Switch Board Attendant
200.	Tea Maker
201.	Thatcher
202.	Thombamman (Spade Worker)
203.	Tindals
204.	Topas
205.	Topaz
206.	Topkar (Big Stone Breaker)
207.	Trimer BDS / Jawabdar Circular Saw Tip Saw / Trolley Saw / Band Saw
208.	Untrained Mate / Mining Mate / Mate without Competency certificate Under Metalliferous Mines Regulations, 1961
209.	Valveman
210.	Vaneer or Plywood Sorter
211.	Vaneer Training Operator
212.	Vtackers
213.	Warden / Cook

214.	Washerman (Laundries)
215.	Winchman
216.	Wire Cutter
217.	Wireman (Radio & Electrical)
218.	Wireman fixing tin cables
219.	Any other categories by whatever name called which are of a Semi-Skilled nature.

SKILLED

Sl. No.	Skilled
1.	100 HP Jeep / Car Driver
2.	Account Clerk
3.	Accountant Grade-II
4.	Accounts Clerk
5.	Air Compressor Attendant
6.	Air-Conditions Mechanic
7.	Airline Haulage Operator
8.	Armature Winder Grade-II and III
9.	Artificer (Class-II, III, IV)
10.	Assistant (Farm)
11.	Assistant Boiler Tindal
12.	Assistant Machine
13.	Assistant Manager
14.	Assistant Mistry
15.	Assistant Motor Mechanic
16.	Assistant Operator
17.	Assistant Photographer
18.	Assistant Radio Operator
19.	Assistant Tractor Driver (Upto 50 HP)
20.	Auto Electrician
21.	B. I. M Muccadam (Head)
22.	B. I. M. Modeller
23.	Baker
24.	Barber
25.	Bhandari
26.	Bill Collector
27.	Blacksmith
28.	Blaster
29.	Blaster / Shot-firer
30.	Boatman (Head)
31.	Boiler Attendant

32.	Boiler Attendant Pump
33.	Boiler Foreman Grade II
34.	Boiler Man (with Certificate)
35.	Boiler Tindal
36.	Boilerman
37.	Boilerman Grade II and III
38.	Bookkeeper
39.	Boreman
40.	Borer
41.	Brick Layer
42.	Cabin Maker
43.	Cabin Maker (Motor boat Seacunny and Engine Driver upto 90 HP Engine)
44.	Cabinet Maker
45.	Cane man
46.	Carpenter
47.	Cashier
48.	Celotex
49.	Checkder (Junior)
50.	Cheeper
51.	Chef
52.	Chemist and Assistant / Chemist
53.	Chick Maker
54.	Chickman
55.	Chipper
56.	Chipper-Cum-Grinder
57.	Chocker (Junior)
58.	Chowdhary
59.	Chowkidar (Head)
60.	Clerk
61.	Coir Maker
62.	Colatax Cutter
63.	Compressor Attendant
64.	Compressor Driller
65.	Compressor Driver
66.	Compressor Operator
67.	Computer Operator
68.	Computer / Data Entry Operator
69.	Concrete Mixer Operator
70.	Concrete Mixture Mixer
71.	Concrete Mixture Operator
72.	Cook

73.	Cook (Head)
74.	Cook Grade-II
75.	Coremaker
76.	Crane Operator
77.	Crech Attendant (only in Magnesite, Manganese and Mica Mines)
78.	Crusher Operator
79.	Cutter
80.	Cutter Maker Chargeman (Class II and Class III, Carpenter Ordinary)
81.	Diesel Engine Operator
82.	Diesel Mechanic
83.	Dispensary Attendant
84.	Distemper
85.	Dozer Operator
86.	Drafts Man
87.	Dresser (Mica)
88.	Drill Mechanic
89.	Driller
90.	Driller (Well Boring)
91.	Driver
92.	Driver (Engine Static Stone Crusher, Tractor / Bull Dozer, Steam Road Roller, Water Pump, Mechanical Assistant, Road Roller, Mechanical, Steam Crane, Tractor with Bull Dozer Mechanical, Transport, Engine Static and Road Roller Boiler Attendant)
93.	Driver (Engine Tractor, M. T. Motor)
94.	Driver (Loco / Truck)
95.	Driver (Roller)
96.	Driver Auto
97.	Driver Motor Vehicle
98.	Driver Motor Vehicle Selection Grade Motor Lorry Gr. II Diesel Engineer Gr II Mixer Mechanical Road roller
99.	Driver Motor Vehicle, Selection Grade Motor Lorry Grade-II/Diesel Engine Grade-II
100.	Driving Pantooms with Boiler
101.	Dumper Tractor Operator
102.	Electrician
103.	Engine Driver
104.	Engine Operator (Stone Crusher Mechanical)
105.	Engineman
106.	Ferro Printer-cum-Chairman
107.	Ferry Driver
108.	File Clerk
109.	Fire man only in Mines
110.	Fitter
111.	Foreman

112.	Gas Welder
113.	Generator Operator
114.	Geologist
115.	Gharami (Head)
116.	Glazier
117.	Godown Keeper
118.	Goldsmith
119.	Grazier
120.	Handhole Driller
121.	Haulage Operator
122.	Head Chowkidar
123.	Head cook
124.	Head Jawabdar
125.	Hindi Translator
126.	Hoist Operator
127.	Hole Driller (Blasting)
128.	IMCE Driver
129.	Issuer Loco
130.	Jointer
131.	Lathe Mistry
132.	Lathe Operator
133.	Librarian
134.	Limco Loader Operator
135.	Line Man
136.	Loader Operator
137.	Loading Foreman
138.	Loco Driver
139.	M. C. Clerk
140.	Machinehand
141.	Machineman
142.	Machinery Attendant
143.	Magazine Clerk
144.	Mahout
145.	Manson (Gharami)
146.	Mason
147.	Mason (Mistry, Stone, Stone CL. II, Brick work, Stone work, Brick Layer, Title Flooring, BIM Muccadam, Head Stone Cutting Ordinary)
148.	Mate Grade I (Senior)
149.	MC Clerk
150.	Mechanic
151.	Mechanical Assistant (Road Roller)
152.	Mechanist

153.	Meteorological Observer Navghani
154.	Meter Reader
155.	Mica Cutter Grade
156.	Midwife
157.	Milk Writer
158.	Mining Engine Driver
159.	Mining Mate (with competency certificate under Metalliferous Mines Regulations, 1961)
160.	Mistry
161.	Mistry (Head)
162.	Mistry (Stell, Tube-Well, Telephone)
163.	Motor Boat Seacunny and Motor Boat Engine Driver (upto 65 HP and other persons employed in Skilled-A Category)
164.	Motor Lorry
165.	Motor Vehicle Selection Grade
166.	Moulder
167.	Moulder (Brick / Tile)
168.	Muccatam (with Competency Certificate under Metalliferous Mines Regulations, 1961).
169.	Munshi
170.	Munshi (Matriculate/Non-Matriculate)
171.	Muster Writer
172.	Navhani
173.	Operator (Batching Plant, Cinema Project, Clamp Shelf, Compressor, Grane, Dorrack, Diesel Engine, Doser, Draggling Drill Dumber, Excavator, Fork Lift Generator, Grader, Jack Hammer and Payment breaker Loader, Pump, Pile Driving, Scrapper, Screening Plant, Shoal, Tractor, Vibrator, Weight Batcher, Railway Guards, Repairer (Battery)
174.	Operator (Fitter)
175.	Operator (Stone Crusher Mechanical)
176.	Operator (Tube Well)
177.	Operator Pneumatic Tools, Operator (Fitter)
178.	Ordinary Machanics
179.	Painter
180.	PE Driver
181.	Pipe Fitter
182.	Plasterer
183.	Plumber
184.	Plumber-cum-Fitter
185.	Plumbing Mistry
186.	Polisher
187.	Pooling Operator
188.	Power and Pump House Operator
189.	Power Shovel Operator
190.	Pump (Engine Driver)
191.	

192.	Pump Attendant only in Gypsum, Barytes and Rock Phosphates
193.	Pump Operator / Driver
194.	Pumpman
195.	Railway Guards
196.	Railway Plate Layer
197.	Ratan Man
198.	Record Keeper
199.	Register Keeper
200.	Repairer (Battery)
201.	Rivet Cutter (Assistant)
202.	Rivetter
203.	Road Finder
204.	Road Inspector, Railway Plate Layer
205.	Road Roller Driver
206.	Rod Bender
207.	Sales Agent
208.	Salesmen
209.	Salesmen (Drug & Chemist)
210.	Sarang
211.	Sawyer
212.	Security Guard (Unarmed)
213.	Senior Mechanic
214.	Serangpile
215.	Shampaman
216.	Shapes man
217.	Sharper / Skotter
218.	Sharper / Slotter
219.	Shift Incharge
220.	Shovel Operator
221.	Sirdhar Lathe Man
222.	Skilled Mazdoor
223.	Sprayer
224.	Sprayman
225.	Sr. Miner
226.	Sr. Turner
227.	Sr. Valveman
228.	Sr. White Washer
229.	Station Master
230.	Stationery Engine Attendant
231.	Stenographer
232.	Stone Blasterer

233.	Stone Chisler
234.	Stone Crusher Operator
235.	Stone Cutter
236.	Stone Plasterer
237.	Store Attendant
238.	Store clerk
239.	Store Issuer
240.	Store Keeper
241.	Store Leisure
242.	Sub-Overseer (Unqualified)
243.	Super Foreman
244.	Supervisor
245.	Supervisory Fireman
246.	Supervisory Mechanic
247.	Surface Supervisor
248.	Surveyor
249.	Tailor
250.	Tailor (Upholstery)
251.	Tally Clerk
252.	Tar Sprayer
253.	Tarman
254.	Tea Maker
255.	Teachers / Librarian / Physical Education Teacher
256.	Technician (Music Instruments)
257.	Telephone Operator
258.	Telex or Telephone Operator
259.	Teller Clerk
260.	Tiller
261.	Timber Man / Timber Mistry
262.	Timekeeper
263.	Tin Smith
264.	Tinker
265.	Tool Keeper
266.	Trace Examiner
267.	Traceman
268.	Tracer
269.	Tractor Driver
270.	Tractor Operator
271.	Trades-Man
272.	Trailors
273.	Train Examiner

274.	Train Sprayer
275.	Tub Repairer
276.	Turner / Miller
277.	Typist
278.	Tyre Vulcaniser
279.	Upholsterer
280.	Vehicle Driver
281.	Welder
282.	Well Sinker
283.	Winding Engine Driver
284.	Wireless Operator
285.	Wireman
286.	Wood Cutter
287.	Work Assistant
288.	Work Mistry
289.	Work Munshi
290.	Work Munshi (Subordinate)
291.	Work Sircar
292.	Any other categories by whatever name called which are also of a Clerical and Skilled nature.

HIGHLY SKILLED

Sl. No.	Highly Skilled
1.	Accountant
2.	Air Conditioning Mechanic
3.	Armature
4.	Artificer
5.	Artist / Painter
6.	Boiler Charge Man
7.	Boiler Foreman
8.	Boilerman Grade I
9.	Brick Layer Class I
10.	Cabin Maker (Motor boat Seacunny and Engine Driver above 90 HP)
11.	Cable Jointer
12.	Carpenter Class I
13.	Chargeman Class I
14.	Charper / Sletter Grade I
15.	Checker (Senior)
16.	Clamp Shell Grade I
17.	Compounder
18.	Compressor Grade I
19.	Crane Grade I
20.	Diesel Mechanic (Grade I and Road Roller Grade I)

21.	Dozer Grade I
22.	Drag Liner Grade I
23.	Drill Operator (other than Jack Hammer)
24.	Driller Grade I
25.	Driver (Heavy Vehicles)
26.	Dumper Grade I
27.	Electrical Supervisor with Competency Certificate
28.	Excavator Grade I
29.	Fitter (Grade I, Pipe Class I)
30.	Foreman (Assistant)
31.	Fork Lift Operator Grade I
32.	Generator Operator Grade I
33.	Grader Grade I
34.	Grinder (Tool) Grade I
35.	Head Electrician
36.	Head Mechanic
37.	Head Mistry
38.	In charge of Watch and Ward
39.	Leader Grade I
40.	Line Man Grade I
41.	Machine Operator
42.	Machine Tool Mechanic
43.	Machineman (Class I)
44.	Manager
45.	Mason (Class I)
46.	Mason (Skilled Grade I, Class I)
47.	Mason (Skilled)
48.	Mast Bogger mechanical Class I and Class II
49.	Mast Rig
50.	Mechanic (Head or Electrician)
51.	Mechanic (Senior)
52.	Mechanic Class I and Class II
53.	Mechanical / Plant Foreman
54.	Mining Supervisor
55.	Mistry (Air Conditioning)
56.	Mistry Grade I
57.	Motor Mechanic
58.	Operator (Batching Plant / Compressor / Excavator / Forklift / Generator / Screening Plant / Shovel / Drilling Tractor / Vibrator / Rigger)
59.	Operator (Heavy Earth Moving Shovel and Bulldozer)
60.	Overseer
61.	Photographer
62.	Pile Driver
63.	Polisher (with Sprayer)
64.	Principal / Headmaster / Headmistress
65.	Pump Class Electrician
66.	Qualified and Experienced Welder

67.	Radio & Electronic Mechanic
68.	Road Inspector Grade I
69.	Road Roller Mechanic
70.	Sawyer Class I
71.	Scrapper Grade I
72.	Security Guard (Armed)
73.	Sharper / Sletter
74.	Shift-in-Charge
75.	Spray Painter
76.	Sr. Blacksmith
77.	Sr. Carpenter
78.	Sr. Chef
79.	Sr. Cook
80.	Sr. Engine Driver
81.	Sr. Foreman
82.	Sr. Plasterer
83.	Sr. Plumber
84.	Sr. Stenographer
85.	Sr. Supervisor
86.	Sr. Surveyor
87.	Sr. Tractor Driver
88.	Sr. Winding Engine Driver
89.	Staff Nurse with Diploma
90.	Stone Chisler Class I
91.	Stone Cutter Grade I
92.	Store In charge
93.	Sub- Overseer
94.	Tiler Class I
95.	Tinsmith Grade I and Class I
96.	Tradesman Class I
97.	Trailer Class I
98.	Turner / Miller Grade I
99.	Tyre Valcaniser Gr. I
100.	Underground Shift Boss
101.	Upholsterer Grade I
102.	Varnisher Class I
103.	Vibrator Grade I
104.	Vocational Training Instructor / Vocational Training Teacher
105.	Welder (Gas) Class I
106.	Welder-Cum-Fitter and Air Conditioning Mechanic
107.	White Washer Class I
108.	Wireman Grade I
109.	Wood Cutter Class I
110.	Work Assistant Grade-I
111.	Any other categories by whatever name called which are of a Highly Skilled nature.

FORM-I**[See rule 18 and sub-rule (1), (2) and (3) of rule 42]
Register of Wages, Overtime, Fine, Deduction for damage and Loss**

Name of the Establishment :

Name of the Employer :

Name of the Owner :

PAN / TAN of the Employer :

Labour Identification Number (LIN):

Sl. No. in Employee Register	Name of the employee	Designation / Department	Duration of Payment of Wages (Monthly / Fortnightly / Weekly / Daily / Piece rated)	Wage Period (From-To)	Total No. of days worked during the period	Total overtime (Hours worked or production in case of piece workers)	Rates of wages		
							Basic	DA	Allowances
1	2	3	4	5	6	7	8	9	10

Overtime earning	Nature of acts and omissions for which fine imposed with date	Amount of fine imposed	Damage or loss caused to the employer by neglect or default of the employee	Amount of deduction from wages	Total amount of wages paid	Date of Payment	Attendance	
							Date	Signature
11	12	13	14	15	16	17	18	19

FORM – II

(See sub- rule (1), rule 40)

**BEFORE THE AUTHORITY APPOINTED UNDER SUB-SECTION 5 OF SECTION 45 OF
THE CODE ON WAGES, 2019 (29 OF 2019)**

For Area

Application No. of 20.....

Between and (number) other applicant(s)

(Through employees concerned or registered trade union or Inspector-cum-Facilitator)

Address

.....

..... – Applicant(s)

vs

Address

.....

..... – Opponent(s)

The application states as follows:

- (1) The applicant(s) whose name(s) appear in the attached schedule was / were / has / have been employed from to as (category) in (establishment's name). Shri / Ms. (name) engaged in (nature of work) which is / are covered by the Code on Wages, 2019.
- (2) The opponent(s) is / are the employer(s) within the meaning of Section 2 (l) of the Code on Wages, 2019.
- (3) The complaints are;
 - a. The applicant(s) has / have been paid wages at less than the minimum rates of wages fixed for their category / categories of employment(s) under the Code by Rs. per day for the period(s) from..... to.....
 - b. The applicant(s) has / have not been paid wages at Rs. per day for the weekly days of rest from to.....
 - c. The applicant(s) has / have not been paid wages at overtime rate(s) for the period from..... to
 - d. The applicant(s) has / have not been paid wages for the period from.....to
 - e. Deductions have been made which are in contravention of the Code, from the wage(s) of the applicant(s) as per details specified in the annexure appended with this application.
 - f. The applicant(s) has / have not been paid minimum bonus for the accounting year.....

- g. The applicant(s) has / have not been paid wages at rates equal to those of workers of the opposite sex for the same work or a work of similar nature from the period from.....to.....
- (4) The applicant(s) estimate(s) the value of relief sought by him / them on each amount asunder:
- a. Rs.
 - b. Rs.
 - c. Rs.
 - d. Rs.
 - e. Rs.
 - f. Rs.
 - g. Rs.

Total Rs.

- (5) The applicant(s), therefore, pray(s) that a direction may be issued under Section 45 (2) of the Code on Wages, 2019 for;
- a. Payment of the difference between the wages payable under the Code and the wages actually paid
 - b. Payment of remuneration for the days of rest
 - c. Payment of wages at the overtime rates
 - d. Payment of delayed wages
 - e. Payment of illegally deducted wages
 - f. Payment of a minimum bonus for the accounting year
 - g. Payment of the difference between the wages paid to those of workers of the opposite sex for the same work or a work of similar nature
 - h. Compensation amounting to Rs.

The applicant(s) do hereby solemnly declare(s) that the facts stated in this application are true to the best of his / their knowledge, belief and information.

Date:

Place:

Signature or thumb-impression of the employed person(s) or official of a registered trade union duly authorized or Inspector- cum-Facilitator.

Note: The applicant(s), if required, may append annexure containing details, with this application.

FORM – III

[See sub- rule (2) of rule 40]

NOTICE

**FORM OF NOTICE TO THE OPPONENT TO APPEAR BEFORE THE AUTHORITY
WHEN AN APPLICATION UNDER SUB-SECTION (5) OF SECTION 45 IS
ENTERTAINED**

To,

Address

.....

..... – Opponent(s)

Whereas,..... has made above said application to me under the Code on Wages, 2019 (Central Act No. 29 of 2019) you are hereby summoned to appear before me in person or by a duly authorized agent, able to answer all material questions relating to the application, or who shall be accompanied by some person able to answer all such question on the (date) at (time) at (place) to answer the claim and as day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence & all the documents upon which you intent to reply in support of your defense.

Take note that in default of your appearance on the day before mentioned, the application will be heard and determined in your absence.

Date:

Place:

Signature & Seal of the Authority under
the Code on Wages, 2019

FORM – V

[See sub-rule (2) of Rule 41]

NOTICE

**(FORM OF NOTICE TO THE OPPONENT TO APPEAR BEFORE THE AUTHORITY
WHEN AN APPEAL MADE UNDER SUB-SECTION (1) OF SECTION 49 IS
ENTERTAINED)**

To,

Address

.....

..... – Opponent(s)

Whereas,has made above said appeal to me under the Code on Wages, 2019 (Central Act No. 29 of 2019) you are hereby summoned to appear before me in person or by a duly authorized agent, able to answer all material questions relating to the application, or who shall be accompanied by some person able to answer all such question on the (date) at (time) at (place) to answer the claim and as day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence & all the documents upon which you intent to reply in support of your defense.

Take note that in default of your appearance on the day before mentioned, the application will be heard and determined in your absence.

Date:

Signature & Seal of the Appellate Authority
under the Code on Wages, 2019

Place:

FORM – VI
[See Sub-Rule (3) of Rule 42]
EMPLOYEE REGISTER

Name of the Establishment :

Name of the Employer :

Name of the Owner :

PAN / TAN of the Employer :

Labour Identification Number (LIN) :

Sl. No.	Employee Code	Name	Surname	Gender	Father's / Spouse Name	Date of Birth	Nationality	Education Level	Date of Joining	Designation	Category (HS/S/SS/US)*	Type of Employment
1	2	3	4	5	6	7	8	9	10	11	12	13

Mobile No.	UAN	PAN	ESIC IP No.	AADHAAR	Bank A/c Number	Bank	Branch (IFSC)	Present Address	Permanent Address
14	15	16	17	18	19	20	21	22	23

Service Book No.	Date of Exit	Reason for Exit	Mark of Identification	Photo	Specimen Signature / Thumb Impression	Remarks
24	25	26	27	28	29	30

* (Highly Skilled / Skilled / Semi-skilled / Unskilled)

FORM – VII

(See Rule 43)

WAGE SLIP

Date of Issue:

Name of the Establishment: Address:

Period:

1. Name of employee :
2. Father's / Spouse name :
3. Designation :
4. UAN :
5. Bank Account No. :
6. Wage Period :
7. Rate of wages payable: a) Basic b) D. A. c) Other Allowances
8. Total Attendance / unit of work done :
9. Overtime Wages :
10. Gross Wages Payable :
11. Total deductions : a) PF b) ESI c) Others
12. Net Wages Paid :

Signature of the Employer / Pay-in-Charge

FORM – VIII

[See sub-rule (1) of Rule 46]

APPLICATION UNDER SUB-SECTION (4) OF SECTION 56 FOR COMPOSITION OF OFFENCE

1. Name of applicant :
2. Father's /Spouse name :
3. Address of the applicant:
4. Particulars of the offence :
5. Section of the Code under which the offence is committed :
6. Maximum fine provided for the offence under the Code :
7. Whether prosecution against the applicant is pending or not :
8. Whether the offence is first offence, or the applicant had committed any other offence prior to the offence. If yes, then, full details of the prior offence.
.....
.....
9. Any other information which the applicant desires to provide
.....
.....

Place:
Dated:

Applicant
(Name and signature)

By order and in the name of Lieutenant Governor (Administrator) of Andaman and Nicobar Islands

**Sd./-
Additional Secretary (Labour)**

अण्डमान तथा
Andaman And



निकोबार राजपत्र
Nicobar Gazette

असाधारण

EXTRAORDINARY
प्राधिकार से प्रकाशित
Published by Authority

सं. 27, श्री विजयपुरम, बुधवार, 28 जनवरी, 2026
No. 27, Sri Vijaya Puram, Wednesday, January 28, 2026

**ANDAMAN AND NICOBAR ADMINISTRATION
SECRETARIAT**

NOTIFICATION

Sri Vijaya Puram, dated the 28th January, 2026.

No. 27/2026/F. No. M-13/12/2023-Lab.Ins-III-LAB_AN/107.— In exercise of the powers conferred by Section 67 of the “Code on Wages, 2019 (Central Act No. 29 of 2019)” read with Section 2 (w) thereof, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby proposes to make the Rules to carry out the provisions of the said Code.

WHEREAS, the draft Code on Wages (A & N Islands), Rules, 2022 was earlier published vide Gazette Notification No.31 dated 28.02.2022 in A & N Gazette for inviting objections and suggestions from the persons to be affected thereby and now after implementation of the Code on Wages, 2019 w.e.f. 21.11.2025 by the Govt. of India, it has been considered necessary to pre-publish the following Rules afresh.

Accordingly, in exercise of powers conferred under Sub-section (1) of Section 67 of the said Code, the following Draft Rules are hereby pre-published for inviting objections and suggestions thereupon from the persons to be affected thereby. Any objections and suggestions should reach within a period of 45 days from the date of the draft publication to the Office of Labour Commissioner, Labour Department, Andaman and Nicobar Administration, Supply Line, Sri Vijaya Puram-744101, email- lcdet@and.nic.in

**DRAFT RULES
CHAPTER I
PRELIMINARY**

1. Short title, extent and commencement —

- (1) These rules may be called **the Code on Wages (A & N Islands) Rules, 2026**.
- (2) They extend to the whole of Union Territory of Andaman and Nicobar Islands.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions - (1) In these rules, unless the subject or context otherwise requires –

- (a) “authority” means the authority appointed by the Andaman and Nicobar Administration under Sub-section (1) of Section 45 of the code;
- (b) “appellate authority” means the appellate authority appointed by the Andaman and Nicobar Administration under Sub-section (1) of Section 49 of the code;
- (c) “appeal” means an appeal preferred under Sub-section (1) of Section 49 of the code;
- (d) “Arduousness of work” means categorization of works as notified by the A & N Administration;

- (e) "Board" means the A & N Islands Advisory Board constituted by the Andaman and Nicobar Administration under Sub-section (4) of Section 42 of the code;
 - (f) "Chairperson" means the chairperson of the Board;
 - (g) "Code" means the Code on Wages, 2019 (29 of 2019);
 - (h) "committee" means a committee appointed by the Andaman and Nicobar Administration under clause (a) of Sub-section (1) of Section 8 of the code;
 - (i) "day" means a period of 24 hours beginning at mid-night;
 - (j) "family" means all or any of the following relatives of an employee namely :—
 - (i) a spouse;
 - (ii) a minor legitimate or adopted child dependent upon the employee;
 - (iii) a child who is wholly dependent on the earnings of the employee, and who is—
 - (a) receiving education, till he attains the age of twenty-one years; and
 - (b) an unmarried daughter;
 - (iv) a child who is infirm by reason of any physical or mental abnormality or injury and is wholly dependent on the earnings of the employee, so long as the infirmity continues;
 - (v) dependent parents (including father-in-law and mother-in-law of a woman employee), whose income from all sources does not exceed such income as may be specified by the A & N Administration from time to time;
 - (k) "Form" means a form appended to these rules;
 - (l) "highly skilled occupation" means an occupation which calls in its performance a specific level of perfection and required competence acquired through intensive technical or professional training or practical occupational experience for a considerable period and also requires of an employee to assume full responsibility for his judgment or decision involved in the execution of such occupation;
 - (m) "Inspector-cum-Facilitator" means a person appointed by the Andaman & Nicobar Administration, by Notification under Sub-section (1) of Section 51 of the code;
 - (n) "member" means a member of the Board and includes its Chairperson;
 - (o) "metropolitan area" means a compact area having a population of forty lakhs or more comprised in one or more districts;
 - (p) "non-metropolitan area" means a compact area having a population of more than ten lakhs but less than forty lakhs, comprised in one or more districts;
 - (q) "population" means the population as ascertained at the last preceding census of which the relevant figures have been published;
 - (r) "registered trade union" means a trade union registered under the Trade Unions Act, 1926 (16 of 1926) / Industrial Relations Code, 2020 (35 of 2020);
 - (s) "rural area" means the area which is not the metropolitan area or non-metropolitan area;
 - (t) "Schedule" means the schedule to these rules;
 - (u) "section" means a section of the Code;
 - (v) "semi-skilled occupation" means an occupation which in its performance requires the application of skill gained by the experience on job which is capable of being applied under the supervision or guidance of a skilled employee and includes supervision over the unskilled occupation;
 - (w) "skilled occupation" means an occupation which involves skill and competence in its performance through experience on the job or through training as an apprentice in a technical or vocational institute and the performance of which calls for initiating and judgment;
 - (x) "unskilled occupation" means an occupation which in its performance requires the application of simply the operating experience and involves no further skills;
- (2) All other words and expressions used herein in these rules and not defined shall have the meanings respectively assigned to them under the Code.

CHAPTER II

Minimum wages

3. Manner of calculating the minimum rate of wages —

- (1) For the purposes of Sub-section (5) of Section 6, the minimum rate of wages shall be fixed at the rate equal to or above the floor wages fixed by the Central Government under Section 9 on the day basis keeping in view the following criteria, namely:-
 - (i) The standard working-class family which includes a spouse and two children apart from the earning worker; an equivalent of three adult consumption units;
 - (ii) A net intake of 2700 calories per day per consumption unit;
 - (iii) 66 meters cloth per year per standard working class family;
 - (iv) Housing rent expenditure to constitute 10 per cent of food and clothing expenditure;
 - (v) Fuel, electricity and other miscellaneous items of expenditure to constitute 20 percent of minimum wage; and
 - (vi) Expenditure for children education, medical requirement, recreation and expenditure on contingencies to constitute 25 percent of minimum wage;
- (2) When the rate of wages for a day is fixed, then, such amount shall be divided by eight for fixing the rate of wages for an hour and multiplied by twenty six for fixing the rate of wages for a month and in such division and multiplication the factors of one-half and more than one-half shall be rounded as next figure and the factors less than one-half shall be ignored. In the case of a five-day working week, the hourly rate of minimum wages so calculated shall be used to derive the minimum wages for the day.

4. Norms for fixation of minimum rate of wages —

- (1) The A & N Administration shall fix the minimum rate of wages under section 6 for the employees employed in unskilled, semi-skilled, skilled and highly skilled occupations for the whole Union Territory of Andaman and Nicobar Islands.
- (2) The Andaman and Nicobar Administration shall constitute a technical committee for the purpose of advising the Andaman and Nicobar Administration in respect of skill categorization of occupation, arduousness of work, hazardous occupations or processes and underground work and like other categorization, which shall consist of the following members, namely :—
 - (i) The Labour Commissioner, Andaman and Nicobar Administration - Chairperson.
 - (ii) The Director of Industries, Andaman and Nicobar Administration - Member.
 - (iii) The EO to CE, APWD, Andaman and Nicobar Administration - Member.
 - (iv) The Employment Officer, Employment Exchange (MCC),
Andaman and Nicobar Administration - Member.
 - (v) The Director, Directorate of Economics and Statistics,
A & N Administration - Member.
 - (vi) The Principal, Govt. ITI, Dollygunj, Sri Vijaya Puram,
Andaman and Nicobar Administration - Member.
 - (vii) The Inspector of Factories, Andaman and Nicobar Administration - Member.
 - (viii) The Assistant Labour Commissioner, Sri Vijaya Puram,
Andaman and Nicobar Administration - Member
Secretary.
- (3) The Andaman and Nicobar Administration shall, on the advice of the technical committee referred to in sub-rule (2) shall categorize, the occupations of the employees into four categories that is to say unskilled, semi-skilled, skilled and highly skilled by modifying, deleting or adding any entry in the categorization of such occupations specified in **Schedule A**.
- (4) The Technical Committee referred to in sub-rule (2) while advising the Andaman and Nicobar Administration under sub-rule (3) take into account, to the possible extent, the national classification of occupation or national skills qualification framework or other similar framework for the time being formulated to identify occupations.

(5) The Chairperson may call a meeting of the Technical Committee referred to in sub-rule (2), at any time deemed fit and the proceedings of such meeting shall be forwarded to the A & N Administration at least within a fortnight of the meeting.

5. Time Interval for revision of Dearness Allowance – Endeavour shall be made so that the cost-of-living allowance and the cash value of the concession in respect of essential commodities at concession rate shall be computed twice in a year, i. e. 1st January and 1st July to revise the variable Dearness Allowance payable to the employees on the minimum wages considering the Average All India Consumer Price Index Number for Industrial Workers published by the Labour Bureau, Ministry of Labour and Employment, Government of India,

6. Number of hours of work which shall constitute a normal working day —

(a) The normal working day under clause (a) of Sub-section (1) of Section 13 shall be comprised of ten hours of work and one or more intervals of rest which in total shall not exceed one hour.

(b) No employee shall be required or allowed to work in an establishment for more than forty-eight hours in a week.

(c) If an employee works on a daily basis in an establishment, the period of work of such an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day.

(d) If the employee works in the establishment for six days in a week, the period of work of an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the seventh day of the said week for the employee shall be a paid holiday.

(e) If the employee works in the establishment for less than six days in a week arising due to provision of flexibility in working hours, the period of work of an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the remaining days of the said week for the employee shall be paid holidays:

Provided that flexibility in working hours shall be permitted with the consent of negotiating union / negotiating council or with the consent of majority of employees in the absence of a negotiating union / negotiating council.

(f) The provisions of sub-rules (a) to (c) shall, in the case of an employee employed in agricultural employment, be subject to such modifications as may, from time to time, be determined by the Andaman & Nicobar Administration.

(g) No employee shall be allowed to work for more than six hours continuously before he has had an interval for rest of at least half-an-hour.

(h) Nothing in this rule shall be deemed to affect the provisions of the Occupational safety, Health and Working Conditions Code, 2020 (Central Act 37 of 2020).

7. Weekly day of rest — (1) Subject to the provisions of this rule, an employee shall be allowed rest of one day or more than one day, as the case may be, every week (hereinafter referred to as “the rest days”) which in case of six day week shall ordinarily be Sunday and in case of less than six day week shall ordinarily be Saturday and Sunday. However, the employer may fix any other days of the week as the rest days for any employee or class of employees:

Provided that, in a six day working week or less than six day working week, as the case may be, the remaining days of the week shall be paid rest days for such employees:

Provided further that, an employee shall be entitled for the rest days under this sub-rule, if he has worked under the same employer in case of six day week for a continuous period of not less than six days and in case of less than six day working week, for a continuous period of the stipulated number of working days, as the case may be:

Provided also that, the employee shall be informed of the days fixed as the rest days and of any subsequent change in the rest days before the change is effected, by display of a notice to that effect at a conspicuous place in the place of employment.

Explanation.— For the purpose of computation of the continuous period of not less than six days or the stipulated number of working days in a week specified in the second proviso to this sub-rule,

- (a) any day on which an employee is required to attend for work but is given only an allowance for attendance and is not provided with work,
- (b) any day on which an employee is laid off on payment of compensation under the Industrial Relations Code, 2020 (35 of 2020), and
- (c) any leave or holiday, with or without pay, granted by the employer to an employee in the period of six days or during the stipulated number of working days of a week as the case may be, immediately preceding the rest days, shall be deemed to be days on which the employee has worked.

(2) Any such employee shall not be required or allowed to work on the rest day unless he has or will have a substituted rest day for a whole day on one of the working days in a week immediately before or after the rest day:

Provided that, no substitution shall be made which will result in the employee working for more than ten days consecutively without a rest day for a whole day.

(3) Where in accordance with the foregoing provisions of this rule, any employee works on a rest day and has been given a substituted rest day on any one of the working days before or after the rest day, the rest day shall, for the purpose of calculating the weekly hours of work, be included in the week in which the substituted rest day occurs.

(4) An employee shall be granted for rest day wages calculated at the rate applicable to the next preceding day; and where he works on the rest day and has been given a substituted rest day, then, he shall be paid wages for the rest day on which he worked, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day:

Provided that, in case of six day week where,—

- (i) the minimum rate of wages of the employee as notified under the Code has been worked out by dividing the minimum monthly rate of wages by twenty- six; or
- (ii) the actual daily rate of wages of the employee has been worked out by dividing the monthly rate of wages by twenty-six and such actual daily rate of wages is not less than the notified minimum daily rate of wages of the employee, then, no wages for the rest day shall be payable; and
- (iii) the employee works on the rest day and has been given a substituted rest day, then, he shall be paid, only for the rest day on which he worked, an amount equal to the wages payable to him at the overtime rate;

and, if any dispute arises whether the daily rate of wages has been worked out in accordance with the provisions of this proviso, the Assistant Labour Commissioner having territorial jurisdiction may, on application made to him in this behalf, decide the same, after giving an opportunity to the parties concerned to make written representations:

Provided further that, in case of an employee governed by a piece-rate system, he shall be paid wages for the rest day on which he works, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day.

Explanation.— In this sub-rule 'next preceding day' means the last day on which the employee has worked, which precedes the rest day or the substituted rest day, as the case may be; and where the substituted rest day falls on a day immediately after the rest day, the next preceding day means the last day on which the employee has worked, which precedes the rest day.

(5) The provisions of this rule shall not operate to the prejudice of more favourable terms, if any, to which an employee may be, entitled under any other law or under the terms of any award, agreement or contract of service, and in such a case, the employee shall be entitled only to more favourable terms aforesaid.

Explanation.— For the purposes of this rule, 'week' shall mean a period of seven days beginning at midnight on Saturday night.

- 8. Night shifts**—Where an employee in an employment works on a shift which extends beyond midnight, then, -
- (a) a rest day for the whole day for the purposes of rule 7 shall, in this case means a period of twenty-four consecutive hours beginning from the time when his shift ends; and
 - (b) the following day in such a case shall be deemed to be the period of twenty-four hours beginning from the time when such shift ends, and the hours after midnight during which such employee was engaged in work shall be counted towards the previous day.
- 9. The extent and conditions for the purposes of Sub-section (2) of Section 13** — (1) In case of class of employees referred to under clauses (a) to (e) of Sub-section (2) of Section 13, the provisions of rules 6, 7 and 8 shall apply subject to the condition that –
- (i) the spread over of the hours of work of the employee may not exceed 16 hours in any day in certain situations; and
 - (ii) the actual hours of work excluding the intervals of rest and the periods of inaction during which the employee may be on duty but is not called upon to display either physical activity or sustained attendance shall not exceed nine hours in any day.
- 10. Longer wage period** - The longer wage period for the purposes of minimum rate of wages under Section 14 shall be by the month.
- 11. Circumstances under clause (ii) of the proviso to Section 10** — An employee shall not be entitled to receive wages for a full normal working day under Section 10, if he is not entitled to receive such wage under any other law for the time being in force.

CHAPTER III PAYMENT OF WAGES

- 12. Recovery of excess amount** – Where the total deductions authorized under Sub-section (4) of Section 18 exceed fifty per cent. of the wages of an employee, the excess shall be carried forward and recovered from the wages of succeeding wage period as the case may be, in such installments so that the recovery in any month shall not exceed the fifty percent of the wages of the employee in that month.
- 13. The authority competent to impose fine** – The Assistant Labour Commissioner having jurisdiction over the place of work of the employee concerned shall be the authority for the purposes of Sub-section (1) of Section 19.
- 14. The manner of exhibiting the notice** – A notice referred to in Sub-section (2) of Section 19 shall be displayed in physical form or electronically in Hindi and in English at the conspicuous places in the premises of the work place in which the employment is carried on, so that every concerned employee would be able easily to read the contents of the notice and a copy of the notice shall be sent electronically or by manually to the Inspector-cum-Facilitator having jurisdiction.
- 15. The procedure for imposition of fines** – The employer shall give an intimation electronically or in writing specifying therein the detailed particulars for obtaining the approval of the imposition of fine to the Assistant Labour Commissioner referred to in rule 13 who shall, before granting or refusing the approval, give opportunity of being heard to the employee and the employer concerned and shall dispose of the matter within 30 days from the date of receiving such intimation, failing which it shall be deemed to be approved.
- 16. Intimation of deduction** – (1) Where an employer makes any deduction in connection with absence from duty in pursuance of the proviso to Sub-section (2) of Section 20, he shall make intimation of such deduction to the Inspector-cum-Facilitator having jurisdiction within ten days from the date of such deduction explaining therein the reason for such deduction.
- (2) The Inspector-cum-Facilitator shall, after receiving intimation under sub-rule (1), examine such intimation and if he finds that the explanation given therein is in contravention of any provision of the Code or the rules made there under, he shall initiate appropriate action under the Code against the employer.

- 17. Procedure for deduction for damage or loss** - Any employer desiring to make deduction for damage or loss under Sub-section (1) of Section 21 from the wages of an employee shall, –
- (i) explain to the employee personally and also in writing the damage or loss of goods expressly entrusted to the employee for custody or for loss of money for which he is required to account for and how such damages or loss is directly attributable to the neglect or default of the employee; and
 - (ii) thereafter, give the employee an opportunity to offer any explanation and deduction for any damages or loss, if made, shall be intimated to the employee within fifteen days from the date of such deduction.
- 18. Conditions regarding recovery of advance** — The recovery, as the case may be of,—
- (i) Advances of money given to an employee after the employment began under clause (b) of Section 23; or
 - (ii) advances of wages to an employee not already earned under clause (c) of Section 23, shall be made by the employer from the wages of the concerned employee in installments determined by the employer, so as any or all installments in a wage period shall not exceed fifty per cent. of the wages of the employee in that wage period and the particulars of such recovery shall be recorded in the register maintained in **Form-I**.
- 19. Extent of loan and rate of interest** — The Employee may be granted loans to the extent of ten times the salary drawn by the employee at the bank rate of interest on loans for house building and other purposes, as notified by the Employer and agreed upon by both the Employer and Employee.
- 20. Deduction under Section 24** — Deductions for recovery of loans granted for house building or other purposes approved by the A & N Administration, and the interest due in respect thereof shall be, subject to any direction made or circular issued by the A & N Administration from time to time regulating the extent to which such loans may be granted and the rate of interest shall be payable thereon.

CHAPTER V STATE ADVISORY BOARD

- 21. Constitution of the Board** — The Board shall consist of the persons to be nominated by the A & N Administration representing employers and employees as specified in clause (a) and (b) of Sub-section (6) of Section 42, the independent persons as specified in clause (c) of that Sub-section and as per Sub-section (7) of Section 42.
- 22. Meeting of the Advisory Board** — The Chairperson may, subject to the provision of rule 23, call a meeting of the Advisory Board, at any time he thinks fit:
- Provided that on request in writing from not less than one half of the members, the Chairperson shall call a meeting within thirty days from the date of the receipt of such a requisition.
- 23. Notice of meetings** – The Chairperson shall fix the date; time and place of every meeting and a notice in writing containing the aforesaid particulars along with a list of business to be conducted at the meeting shall be sent to each member by manually and electronically at least fifteen days before the date fixed for such meeting:
- Provided that in the case of an emergency meeting, notice of seven days only may be given to every member.
- 24. Functions of Chairperson** — The Chairperson shall —
- (i) Preside over the meetings of the Advisory Board:
- Provided that in the absence of the Chairperson at any meeting, the members present shall elect from amongst themselves by a majority of votes, any other member to preside at such meeting;

- (ii) Decide the agenda of each meeting of the Advisory Board;
- (iii) where in the meeting of the Advisory Board, if any issue has to be decided by voting, conduct the voting and count or cause to be counted the secret voting in the meeting.

25. Quorum — No business shall be transacted at any meeting unless at least one-third of the members and at least one representative member of both the employers and an employee are present :

Provided that, if at any meeting less than one-third of the members are present, the Chairperson may adjourn the meeting to a date not later than seven days from the date of the original meeting and it shall thereupon be lawful to dispose of the business at such adjourned meeting irrespective of the number of members present :

Provided further that the date, time and place of such adjourned meeting shall be intimated to all the members electronically or by a manually.

26. Disposal of business of the Advisory Board — All business of the Advisory Board shall be considered at a meeting of the Advisory Board, and shall be decided by a majority of the votes of members present and voting and in the event of an equality of votes, the Chairperson shall have a casting vote:

Provided that the Chairperson may, if he thinks fit, direct that any matter shall be decided by the circulation of necessary papers and by securing written opinion of the members :

Provided further that no decision on any matter under the preceding proviso shall be taken, unless supported by not less than two-thirds majority of the members.

27. Method of voting — Voting in the meeting of the Advisory Board shall ordinarily be by show of hand, but if any member asks for voting by ballot, or if the Chairperson so decides, the voting shall be by secret ballot and shall be held in such manner as the Chairperson may decide.

28. Proceedings of the meetings — (1) The proceedings of each meeting of the Board, showing inter alia the names of the members present there at shall be forwarded to each member and to the A & N Administration as soon after the meeting as possible, and in any case, not less than seven days before the next meeting.

(2) The proceedings of each meeting of the Board shall be confirmed with such modification, if any, as may be considered necessary at the next meeting.

(3) The Proceedings of each meeting shall be drafted and recorded by the Member Secretary of the Board.

29. Term of office of members of the Advisory Board — (1) The term of office of the Chairperson or a member, as the case may be, shall be normally two years commencing from the date of his appointment or nomination :

Provided that such Chairperson or a member shall, notwithstanding the expiry of the said period of two years, continue to hold office until his successor is appointed or nominated, as the case may be.

(2) An independent member of the Board nominated to fill a casual vacancy shall hold office for the remaining period of the term of office of the member in whose place he is nominated.

(3) Notwithstanding anything contained in sub-rules (1) and (2), the members of the Board shall hold office during the pleasure of the Andaman & Nicobar Administration.

30. Summoning of witnesses and production of documents — (1) The Chairperson may summon any person to appear as a witness if required in the course of the discharge of his duty and require any person to produce any document.

(2) Every person who is summoned and appears as a witness before the Board shall be entitled to an allowance for expenses by him in accordance with the scale for the time being in force for payment of such allowance to witnesses appearing before a civil court.

- 31. Travelling Allowance** — The Chairperson and every member of the Advisory Board shall be entitled to draw travelling and halting allowance for any journey performed by him in connection with his duties as such member at the rates and subject to the conditions applicable to a Group A officer of the Andaman and Nicobar Administration.
- 32. Officers and Staff** — The Andaman and Nicobar Administration may provide one Secretary not below the rank of Assistant Labour Commissioner to the Andaman and Nicobar Administration, other officers and staff to the Advisory Board, as it may think necessary for the function of the Board.
- 33. Eligibility for re-nomination of the members of the Advisory Board** — An outgoing member shall be eligible for re-nomination for membership of the Board for not more than a total of three terms.
- 34. Resignation of the Chairperson and other members of the Advisory Board** — (1) A member of the Advisory Board, other than the Chairperson, may, by giving notice in writing to the Chairperson, resign his membership and the Chairperson may resign by giving notice in writing addressed to the Andaman and Nicobar Administration.
- (2) A resignation shall take effect from the date of communication of its acceptance or on the expiry of thirty days from the date of resignation, whichever is earlier.
- (3) When a vacancy occurs or is likely to occur in membership of the Advisory Board, the Chairperson shall submit a report to the Andaman and Nicobar Administration immediately and the Andaman and Nicobar Administration shall, then, take steps to fill the vacancy in accordance with the provisions of the Code.
- 35. Cessation of membership** — If a member of the Advisory Board fails to attend three consecutive meetings without prior intimation to the Chairperson, he shall cease to be a member thereof.
- 36. Disqualification** — (1) A person shall be disqualified for being nominated as, and for being a member of the Advisory Board if,—
- (i) he is declared to be of unsound mind by a competent court; or
 - (ii) he is an un-discharged insolvent; or
 - (iii) before or after the commencement of the Code, he has been convicted of an offence involving moral turpitude.
- (2) If any question arises whether a disqualification has been incurred under sub-rule (1), the decision of the Andaman & Nicobar Administration thereon shall be final.

CHAPTER VI PAYMENT OF DUES, CLAIMS etc.

- 37. Payment under clause (a) of Sub-section (1) of Section 44** — Where any amount payable to an employee under the Code is due after his death or on account of his whereabouts not being known, and the amount could not be paid to the nominee of the employee until the expiry of three months from the date the amount had become payable, then, such amount shall be deposited by the employer with the Assistant Labour Commissioner having jurisdiction, who shall disburse the amount to the person nominated by the employee after ascertaining his identity within two months of the date on which the amount was so deposited with him.
- 38. Deposit of the undisbursed dues under clause (b) of Sub-section (1) of Section 44** — Where any amount payable to an employee under this Code remains undisbursed in cases where no nomination has been made by such employee or for any other reason, all such amount shall be deposited by the employer with the Assistant Labour Commissioner having jurisdiction before the expiry of the fifteenth day after the last day of the said period of six months, through bank transfer or through a crossed demand draft obtained from any Scheduled bank in India drawn in favour of such Assistant Labour Commissioner.

39. Manner of dealing with the undisbursed dues under clause (b) of Sub-section (1) of Section

44— (1) The amount referred to in sub-rule (1) of rule 35 (hereinafter in this rule referred to as the amount) deposited with the Assistant Labour Commissioner having jurisdiction shall remain with him and be invested in the Central or State Government Securities or deposited as a fixed deposit in a nationalized bank.

(2) The Assistant Labour Commissioner having jurisdiction will exhibit, as soon as possible, a notice containing such particulars regarding the amount as the Assistant Labour Commissioner consider sufficient for information for at least for fifteen days on the notice board and also publish such notice in any two newspapers being circulated in the language commonly understood in the area in which undisbursed wages were earned.

(3) Subject to the provision of sub-rule (4), the Assistant Labour Commissioner having territorial jurisdiction shall release the amount to the nominee or the legal heir(s) or the dependant(s) as defined under Sub-section 24 of Section 2 of the Code on Social Security, 2020, as the case may be, in whose favour such Assistant Labour Commissioner has decided, after giving the opportunity of being heard, the amount to be paid.

(4) If the undisbursed amount remains unclaimed for a period of seven year after publication the amount shall be transferred to the A & N Islands Unorganised Workers' Social Security Board constituted under the Code on Social Security, 2020 (36 of 2020) for promoting welfare of the unorganised workers of the board. If any claim arises within the seven years from the date of such deposit notwithstanding anything contained in sub-rule (3), Assistant Labour Commissioner having territorial jurisdiction may decide and direct the Board to disburse the amount to the claimant.

**CHAPTER VII
FORMS, REGISTERS AND WAGE SLIP**

40. The form of a single application — (1) A single application for the claims which arises under the provisions of this Code, on behalf of or in respect of any number of employees employed in an establishment, may be filed under Sub-section (5) of Section 45 in **Form II** manually or electronically alongwith documents specified in such Form.

(2) Where an application under Sub-section (5) of Section 45 is entertained, the authority shall serve upon the employer electronically or by manually a notice in **Form-III** to appear before him on the date specified in the notice with all relevant documents and witnesses, if any, and shall inform the applicant of the date so specified.

(3) If the employer or his representative fails to appear on the specified date, the authority may hear and determine the application *exparte*.

(4) If the applicant or his representative fails to appear on the specified date without any reasonable cause shown in advance, the authority may dismiss the application.

41. Appeal — (1) Any person aggrieved by an order passed by the authority under Sub-section (2) of Section 45 may prefer an appeal under Sub-section (1) of Section 49 in **Form-IV** electronically or manually, alongwith documents mentioned by the appellant in the said Form, to the appellate authority having jurisdiction.

(2) Where an appeal under Sub-section (1) of Section 49 is entertained, the appellate authority shall serve upon the respondent electronically or by manually a notice in **Form-V** to appear before him on the date specified in the notice and shall inform the appellant of the date so specified.

(3) The appellate authority shall after hearing the appellant and the respondent shall, by Order, decide the appeal.

42. Form of register, etc.— (1) All fines and all realization thereof referred to in Sub-section (8) of Section 19 shall be recorded in a register to be kept by the employer in **Form-I**, electronically or otherwise and the authority referred to in said Sub-section (8) shall be the Assistant Labour Commissioner having jurisdiction.

(2) All deductions and all realization referred to in Sub-section (3) of Section 21 shall be recorded in a register to be kept by the employer in **Form-I** electronically or otherwise.

(3) Every employer of an establishment to which the Code applied shall maintain registers under Sub-section (1) of Section 50 in **Form I** and **Form VI** electronically or otherwise.

(4) Registers required to be maintained under these rules shall be preserved for a period of five years after the date of the last entry made therein.

43. Wage slip under Sub-section (3) of Section 50 — Every employer shall issue wage slips, electronically or otherwise, to the employees in **Form-VII** on or before payment of wages.

44. Power of Inspector-cum-Facilitators — (1) The Inspector-cum-Facilitator shall inspect the establishments as assigned to him subject to the instructions or guidelines issued by the A & N Administration as required under Sub-section (5) of Section 51 of the Code.

(2) The Inspector-cum-Facilitator shall, for the purposes of the enforcement of the Code, have powers, subject to the provisions of the Code.

45. Manner of holding enquiry by the officer of the Andaman and Nicobar Administration — (1) When a complaint is filed before the officer appointed under Sub-section (1) of Section 53, such officer after considering the evidence produced before him is of the opinion that an offence has been committed, shall issue summons to the offender on the address specified in the complaint fixing a date for his appearance.

(2) If the offender to whom the summons has been issued under sub rule appears or is produced before the officer, he shall explain the offender the offence complained against him and if the offender pleads guilty, the officer shall impose penalty on him in accordance with the provisions of the Code and when the offender does not plead guilty, the officer shall take evidence of the witnesses produced by the complainant on oath and provide an opportunity of cross examination of the witnesses so produced . The officer shall record the statement of the witnesses on oath and in cross examination in writing and take the documentary evidence on record.

(3) The officer shall, after the complainant's evidence is complete, provide opportunity of defense to the accused person and the witnesses produced by the accused shall be cross examined after their statements on oath by the complainant and documentary evidence in defense shall be taken on record by the officer.

(4) The officer shall, after hearing the parties and considering the evidence both or a land documentary, decide the complaint in accordance with the provisions of the Code.

46. The manner of imposing fine under Sub-section (1) of Section 56 — (1) An accused person desirous of making composition of offence under Sub-section (1) of Section 56 may make an application in **Form-VIII** electronically or otherwise, to the Gazetted Officer of Labour Department notified under said Sub-section (1).

(2) The Gazetted Officer of Labour Department referred to in sub-rule (1), shall, on receipt of such application, satisfy himself as to whether the offence is compoundable or not under the Code and if the offence is compoundable and if the offence is compoundable and the accused person agrees for the composition, compromise the offence for a sum of fifty percent of the maximum fine provided for such offence under the Code, to be paid by the accused within the time specified in the order of composition issued by such officer.

(3) Where the offence has been compromised under sub-rule (2) after the institution of the prosecution, then, the Gazetted Officer shall send a copy of such order made by him for intimation to the officer referred to in Sub-section (1) of Section 53 for needful action under sub-section (6) of section 56.

**CHAPTER VIII
MISCELLANEOUS**

- 47. Timely Payment of Wages** — Where the employees are employed in an establishment through contractor, then, the company or firm or association or any other person who is the proprietor of the establishment shall pay to the contractor the amount payable to him or it, as the case may be, before the date of payment of wages so that payment of wages to the employees shall be made positively in accordance with the provisions of Section 17.

Explanation.— For the purpose of this rule, the expression “firm” shall have the meaning as assigned to it in the Indian Partnership Act, 1932 (9 of 1932).

- 48. Responsibility for payment of minimum bonus** — Where in an establishment, the employees are employed through contractor and the employer or contractor fails to pay minimum bonus to them under Section 26, then, the company or firm or association or other person as referred to in the proviso to Section 43 shall, on the written information of such failure, given by the employees or any registered trade union or unions of which the employees are members and on confirming such failure, pay such minimum bonus to the employees.

- 49. Inspection scheme** — (1) For the purposes of the Code and these rules, there shall be formulated an inspection scheme by the A & N Administration.

(2) In the inspection scheme referred to in sub-rule (1), apart from other structural facts, a number shall be specified in the scheme for each Inspector-cum-Facilitator and establishment:

Provided the Inspection schemes shall be formulated as per the guidelines framed by the Central Inspection Schemes or Web-based Inspection Scheme system.

- 50. Adoption of procedure prescribed by Central Government** — Notwithstanding anything contained in these Rules, wherein the A & N Administration is the appropriate Government, but the Central Government has been empowered to prescribe any procedure under the Code, the A & N Administration shall adopt the same procedure as prescribed by the Central Government.

Repeal and savings — The Andaman and Nicobar Islands Minimum Wages Rules, 1972, the Andaman and Nicobar Islands Payment of Wages Rules, 1955, are hereby repealed:

Provided that, the said repeal shall not affect, —

- (a) the previous operation of the said rules or anything duly done or suffered there under, or
- (b) affect any right, liability or obligation acquired, accrued or incurred under the said rules.

Schedule A
(See Rule 4 (3))

Sl. No.	Unskilled
1.	Assistant Dresser
2.	Assistant Gatekeeper
3.	Assistant Hammerman
4.	Assistant Helper
5.	Assistant Jamadar
6.	Assistant Mazdoor
7.	Assistant Valve Man
8.	Assistant Wood Cutter
9.	Attendant
10.	Attender
11.	Bag Carrier
12.	Bajri Spreader
13.	Band Saw, Resaw and Circular Saw Helper
14.	Beater Women
15.	Beldaar
16.	Bell Woman
17.	Borry Man
18.	Breaker (using manual appliances)
19.	Bridge
20.	Bucket Man
21.	Butcher
22.	Calf boy
23.	Calf man
24.	Canteen Server
25.	Caretaker (Bridge)
26.	Caretaker (except in Copper, Chromite and Graphite mines where it is semi skilled)
27.	Carriage man
28.	Carrier
29.	Carrier (Water)
30.	Carrier (Stone)
31.	Cartman
32.	Casual Mazdoor
33.	Cattle Feeder, Hay Feeder
34.	Cattleman
35.	Chain Man
36.	Chattai Mazdoor (Mat Making)
37.	Chowkidar
38.	Cleaner
39.	Coalman
40.	Collecting Loose Fodder
41.	Collecting Stocks Fodder
42.	Concrete Hand Mixer
43.	Condenser
44.	Condenser Attendant
45.	Cook-helper

46.	Coolie
47.	Daffadar
48.	Daily Coolie
49.	Dairyman
50.	Digger
51.	Dismantling stocks
52.	Driver (Bullock, Camel, Donkey, Mule)
53.	Earth Cutter
54.	Excavating Labour
55.	Flag Man
56.	Flagman (Blast Train)
57.	Gang Man
58.	Gardner
59.	Gateman
60.	Grass Cutter
61.	Handleman
62.	Headload Worker
63.	Helper / Watchman
64.	Hole Cutter
65.	Jelly Maker
66.	Jumper Man
67.	Kamin (Female Work)
68.	Khalasi
69.	Lampman
70.	Loader
71.	Lorry Helper
72.	Lorry Trainees
73.	Mazdoor
74.	Mazdoor employed in loading and unloading
75.	Messenger
76.	Muchhers Jamadars
77.	Number Taker
78.	Off Bearer in Dolor Machine
79.	Office Boy
80.	Office Peon / Peon
81.	Over Burden Remover
82.	Petrol man
83.	Quarry Worker
84.	Roller Survey
85.	Sales Assistant
86.	Saw Dust / Waste remover
87.	Searcher
88.	Shunters
89.	Signalman
90.	Stableman
91.	Store-Mazdoor
92.	Strikers
93.	Surface Loader

94.	Surface Mukar
95.	Survey Khalasi
96.	Sweeper
97.	Take off bearer in peeling machine
98.	Tallboy
99.	Title Turner
100.	Trammer
101.	Trolley man
102.	Trolly Triper
103.	Truck Loader and Unloader
104.	Turner
105.	Tying and Carrying loose hay
106.	Under Ground Mukar
107.	Unloader
108.	Vaks Controller
109.	Valve Controller
110.	Waste removing mazdoor
111.	Watchman
112.	Water Carrier
113.	Waterman
114.	Weighing and Carrying bales
115.	Weighman
116.	White Washer
117.	Wooder
118.	Any other categories by whatever name called which are of Unskilled nature

SEMI-SKILLED

Sl. No.	Semi Skilled
1.	Assistant
2.	Assistant (Chowdhary)
3.	Assistant Bamd Saw Operator
4.	Assistant Blacksmith
5.	Assistant Carpenter
6.	Assistant Chef
7.	Assistant Chopper
8.	Assistant Cook
9.	Assistant Driller
10.	Assistant Electrician
11.	Assistant Engine Driver
12.	Assistant Fitter
13.	Assistant Foreman
14.	Assistant Lathe Operator
15.	Assistant Mason
16.	Assistant Mechanic
17.	Assistant Moulder
18.	Assistant Mystery

19.	Assistant Plumber
20.	Assistant Poking Operator
21.	Assistant Sawyer
22.	Assistant Store Keeper
23.	Assistant Supervisor
24.	Assistant Welder
25.	Assistant Wireman
26.	Attendance Keeper
27.	Banker Grade-II
28.	Basket Stitcher
29.	Bearer
30.	Belchawala
31.	Bhisti
32.	Blacksmith Helper
33.	Boatman
34.	Boxnallar
35.	Brander
36.	Break man
37.	Breaker
38.	Breaker (Stone, Rock, Rock Stone, Stone Metal)
39.	Breaker (using Mechanical Appliances)
40.	Bullman
41.	Butler / Cook
42.	Butterman
43.	Cal band maker
44.	Cane Weaver
45.	Canteen Head Supplier
46.	Carpenter Helper
47.	Chainman (Head)
48.	Chargeman
49.	Chargeman Mistry (Head)
50.	Charpoy Stringer
51.	Checker
52.	Classman
53.	Coachman
54.	Cobbler
55.	Composer
56.	Cracker
57.	Crane / Cross saw Helper
58.	Crate Maker
59.	Creaker
60.	Crech Ayah / Ayah / Untrained Crech Attendant
61.	Cross Chain Cutting Operator
62.	Crowlder Man
63.	Cultivator
64.	Daftry
65.	Dandee
66.	Dangel
67.	Delivery Man
68.	Dhobi

69.	Dine man
70.	Dismansar
71.	Dolly man
72.	Drafter
73.	Dresser
74.	Driller (Holes)
75.	Driver (Skin)
76.	Electrical Helper
77.	Electrician (Assistant)
78.	Engine Driver or Feeder
79.	Excavator
80.	Farrier
81.	Feeder
82.	Feller
83.	Ferro man
84.	Fireman
85.	Fitter, Gang Khalasi, Mazdoor Mason permanent way Pump Driver, Turner
86.	Frash
87.	Gang
88.	Gate Keeper
89.	Gharami
90.	Gharmal (Thatcher)
91.	Glassman
92.	Glue Mixer
93.	Glue Operator
94.	Gowala
95.	Grater
96.	Greaser
97.	Greaser (Sprayer)
98.	Greaser-cum-Fireman
99.	Grinder
100.	Hacksaw man
101.	Hammerman
102.	Hand Planning Man
103.	Head Fireman
104.	Head Worker
105.	Helper
106.	Helper (Artisan)
107.	Helper (Artison)
108.	Helper (Blacksmith)
109.	Helper (Locco / Crane / Truck)
110.	Helper (Mason, Carpenter, Blacksmith)
111.	Helper (Sawyer)
112.	Helper (Supervisor)
113.	Hot press Operator
114.	Ironing Workers
115.	Jamadar
116.	Jamadar (Stand)
117.	Jointer Operator
118.	Kasab

119.	Keyman
120.	Khalasi (Head) Survey Rovator Maphoh Gang Supervisor
121.	Khalasi (Structural)
122.	Kinfe Grinder
123.	Kneader (Bakery)
124.	Lab Assistant
125.	Lab Assistant / Warden / Cook
126.	Laboratory Boy
127.	Laboratory Boy Manjhee (Boatman)
128.	Labour (Rock-Cutting)
129.	Labourer (Rock-Cutting)
130.	Lascar
131.	Leaker
132.	Light Man
133.	Loco Trackman
134.	Log loader
135.	Log unloader
136.	Log hawler
137.	Machineman (Soda Factory)
138.	Mali (Head)
139.	Mali (Senior)
140.	Mali Senior
141.	Manjhee (Boatman)
142.	Masalchi
143.	Masalchi P.M. Mates
144.	Mason Helper
145.	Mate
146.	Mate (Blacksmith, Road, Carpenter)
147.	Mate (Stone)
148.	Mate (Store)
149.	Mate Mistry
150.	Mate / Jawabdar
151.	Mate / Mistry
152.	Mazdoor (Heavy Weight)
153.	Mazdoor (Literate)
154.	Mazdoor Mason
155.	Mechanic Helper
156.	Mechanical / Tower / Winch Operator
157.	Miner
158.	Mistri (Head)
159.	Muccadam
160.	Muccadam (without competency certificate under Metalliferous Bulldozer Driver Mines Regulations, 1961)
161.	Nalband
162.	Night Guard
163.	Oiler
164.	Oilman
165.	Packer
166.	Packing Case Saw Operator

167.	Parash
168.	Permanent Way
169.	Pintsman
170.	Planning Machine Operator
171.	Ploughman
172.	PM mates
173.	Points man, Seacunny
174.	Pump Attendant
175.	Pump-Driver, Turner
176.	Quarry Operator
177.	Quarryman
178.	Raft Man
179.	Rope man
180.	Runner (Post Dak)
181.	Salesman
182.	Sanding Operator
183.	Saw Grinder
184.	Scouter Grahast cutter
185.	Seacunny
186.	Shop Assistant
187.	Solicer Operator
188.	Sr. Attendant
189.	Sr. Chowkidar
190.	Sr. Khalasi
191.	Sr. Mazdoor
192.	Stable, Yard Stock
193.	Stocker
194.	Stockers and Boiler man
195.	Stoneman
196.	Store Man
197.	Studio Assistant
198.	Supplier
199.	Switch Board Attendant
200.	Tea Maker
201.	Thatcher
202.	Thombamman (Spade Worker)
203.	Tindals
204.	Topas
205.	Topaz
206.	Topkar (Big Stone Breaker)
207.	Trimer BDS / Jawabdar Circular Saw Tip Saw / Trolley Saw / Band Saw
208.	Untrained Mate / Mining Mate / Mate without Competency certificate Under Metalliferous Mines Regulations, 1961
209.	Valveman
210.	Vaneer or Plywood Sorter
211.	Vaneer Training Operator
212.	Vtackers
213.	Warden / Cook

214.	Washerman (Laundries)
215.	Winchman
216.	Wire Cutter
217.	Wireman (Radio & Electrical)
218.	Wireman fixing tin cables
219.	Any other categories by whatever name called which are of a Semi-Skilled nature.

SKILLED

Sl. No.	Skilled
1.	100 HP Jeep / Car Driver
2.	Account Clerk
3.	Accountant Grade-II
4.	Accounts Clerk
5.	Air Compressor Attendant
6.	Air-Conditions Mechanic
7.	Airline Haulage Operator
8.	Armature Winder Grade-II and III
9.	Artificer (Class-II, III, IV)
10.	Assistant (Farm)
11.	Assistant Boiler Tindal
12.	Assistant Machine
13.	Assistant Manager
14.	Assistant Mistry
15.	Assistant Motor Mechanic
16.	Assistant Operator
17.	Assistant Photographer
18.	Assistant Radio Operator
19.	Assistant Tractor Driver (Upto 50 HP)
20.	Auto Electrician
21.	B. I. M Muccadam (Head)
22.	B. I. M. Modeller
23.	Baker
24.	Barber
25.	Bhandari
26.	Bill Collector
27.	Blacksmith
28.	Blaster
29.	Blaster / Shot-firer
30.	Boatman (Head)
31.	Boiler Attendant

32.	Boiler Attendant Pump
33.	Boiler Foreman Grade II
34.	Boiler Man (with Certificate)
35.	Boiler Tindal
36.	Boilerman
37.	Boilerman Grade II and III
38.	Bookkeeper
39.	Boreman
40.	Borer
41.	Brick Layer
42.	Cabin Maker
43.	Cabin Maker (Motor boat Seacunny and Engine Driver upto 90 HP Engine)
44.	Cabinet Maker
45.	Cane man
46.	Carpenter
47.	Cashier
48.	Celotex
49.	Checkder (Junior)
50.	Cheeper
51.	Chef
52.	Chemist and Assistant / Chemist
53.	Chick Maker
54.	Chickman
55.	Chipper
56.	Chipper-Cum-Grinder
57.	Chocker (Junior)
58.	Chowdhary
59.	Chowkidar (Head)
60.	Clerk
61.	Coir Maker
62.	Colatax Cutter
63.	Compressor Attendant
64.	Compressor Driller
65.	Compressor Driver
66.	Compressor Operator
67.	Computer Operator
68.	Computer / Data Entry Operator
69.	Concrete Mixer Operator
70.	Concrete Mixture Mixer
71.	Concrete Mixture Operator
72.	Cook

73.	Cook (Head)
74.	Cook Grade-II
75.	Coremaker
76.	Crane Operator
77.	Crech Attendant (only in Magnesite, Manganese and Mica Mines)
78.	Crusher Operator
79.	Cutter
80.	Cutter Maker Chargeman (Class II and Class III, Carpenter Ordinary)
81.	Diesel Engine Operator
82.	Diesel Mechanic
83.	Dispensary Attendant
84.	Distemper
85.	Dozer Operator
86.	Drafts Man
87.	Dresser (Mica)
88.	Drill Mechanic
89.	Driller
90.	Driller (Well Boring)
91.	Driver
92.	Driver (Engine Static Stone Crusher, Tractor / Bull Dozer, Steam Road Roller, Water Pump, Mechanical Assistant, Road Roller, Mechanical, Steam Crane, Tractor with Bull Dozer Mechanical, Transport, Engine Static and Road Roller Boiler Attendant)
93.	Driver (Engine Tractor, M. T. Motor)
94.	Driver (Loco / Truck)
95.	Driver (Roller)
96.	Driver Auto
97.	Driver Motor Vehicle
98.	Driver Motor Vehicle Selection Grade Motor Lorry Gr. II Diesel Engineer Gr II Mixer Mechanical Road roller
99.	Driver Motor Vehicle, Selection Grade Motor Lorry Grade-II/Diesel Engine Grade-II
100.	Driving Pantooms with Boiler
101.	Dumper Tractor Operator
102.	Electrician
103.	Engine Driver
104.	Engine Operator (Stone Crusher Mechanical)
105.	Engineman
106.	Ferro Printer-cum-Chairman
107.	Ferry Driver
108.	File Clerk
109.	Fire man only in Mines
110.	Fitter
111.	Foreman

112.	Gas Welder
113.	Generator Operator
114.	Geologist
115.	Gharami (Head)
116.	Glazier
117.	Godown Keeper
118.	Goldsmith
119.	Grazier
120.	Handhole Driller
121.	Haulage Operator
122.	Head Chowkidar
123.	Head cook
124.	Head Jawabdar
125.	Hindi Translator
126.	Hoist Operator
127.	Hole Driller (Blasting)
128.	IMCE Driver
129.	Issuer Loco
130.	Jointer
131.	Lathe Mistry
132.	Lathe Operator
133.	Librarian
134.	Limco Loader Operator
135.	Line Man
136.	Loader Operator
137.	Loading Foreman
138.	Loco Driver
139.	M. C. Clerk
140.	Machinehand
141.	Machineman
142.	Machinery Attendant
143.	Magazine Clerk
144.	Mahout
145.	Manson (Gharami)
146.	Mason
147.	Mason (Mistry, Stone, Stone CL. II, Brick work, Stone work, Brick Layer, Title Flooring, BIM Muccadam, Head Stone Cutting Ordinary)
148.	Mate Grade I (Senior)
149.	MC Clerk
150.	Mechanic
151.	Mechanical Assistant (Road Roller)
152.	Mechanist

153.	Meteorological Observer Navghani
154.	Meter Reader
155.	Mica Cutter Grade
156.	Midwife
157.	Milk Writer
158.	Mining Engine Driver
159.	Mining Mate (with competency certificate under Metalliferous Mines Regulations, 1961)
160.	Mistry
161.	Mistry (Head)
162.	Mistry (Stell, Tube-Well, Telephone)
163.	Motor Boat Seacunny and Motor Boat Engine Driver (upto 65 HP and other persons employed in Skilled-A Category)
164.	Motor Lorry
165.	Motor Vehicle Selection Grade
166.	Moulder
167.	Moulder (Brick / Tile)
168.	Muccatam (with Competency Certificate under Metalliferous Mines Regulations, 1961).
169.	Munshi
170.	Munshi (Matriculate/Non-Matriculate)
171.	Muster Writer
172.	Navhani
173.	Operator (Batching Plant, Cinema Project, Clamp Shelf, Compressor, Grane, Dorrack, Diesel Engine, Doser, Draggling Drill Dumber, Excavator, Fork Lift Generator, Grader, Jack Hammer and Payment breaker Loader, Pump, Pile Driving, Scrapper, Screening Plant, Shoal, Tractor, Vibrator, Weight Batcher, Railway Guards, Repairer (Battery)
174.	Operator (Fitter)
175.	Operator (Stone Crusher Mechanical)
176.	Operator (Tube Well)
177.	Operator Pneumatic Tools, Operator (Fitter)
178.	Ordinary Machanics
179.	Painter
180.	PE Driver
181.	Pipe Fitter
182.	Plasterer
183.	Plumber
184.	Plumber-cum-Fitter
185.	Plumbing Mistry
186.	Polisher
187.	Pooling Operator
188.	Power and Pump House Operator
189.	Power Shovel Operator
190.	Pump (Engine Driver)
191.	

192.	Pump Attendant only in Gypsum, Barytes and Rock Phosphates
193.	Pump Operator / Driver
194.	Pumpman
195.	Railway Guards
196.	Railway Plate Layer
197.	Ratan Man
198.	Record Keeper
199.	Register Keeper
200.	Repairer (Battery)
201.	Rivet Cutter (Assistant)
202.	Rivetter
203.	Road Finder
204.	Road Inspector, Railway Plate Layer
205.	Road Roller Driver
206.	Rod Bender
207.	Sales Agent
208.	Salesmen
209.	Salesmen (Drug & Chemist)
210.	Sarang
211.	Sawyer
212.	Security Guard (Unarmed)
213.	Senior Mechanic
214.	Serangpile
215.	Shampaman
216.	Shapes man
217.	Sharper / Skotter
218.	Sharper / Slotter
219.	Shift Incharge
220.	Shovel Operator
221.	Sirdhar Lathe Man
222.	Skilled Mazdoor
223.	Sprayer
224.	Sprayman
225.	Sr. Miner
226.	Sr. Turner
227.	Sr. Valveman
228.	Sr. White Washer
229.	Station Master
230.	Stationery Engine Attendant
231.	Stenographer
232.	Stone Blasterer

233.	Stone Chisler
234.	Stone Crusher Operator
235.	Stone Cutter
236.	Stone Plasterer
237.	Store Attendant
238.	Store clerk
239.	Store Issuer
240.	Store Keeper
241.	Store Leisure
242.	Sub-Overseer (Unqualified)
243.	Super Foreman
244.	Supervisor
245.	Supervisory Fireman
246.	Supervisory Mechanic
247.	Surface Supervisor
248.	Surveyor
249.	Tailor
250.	Tailor (Upholstery)
251.	Tally Clerk
252.	Tar Sprayer
253.	Tarman
254.	Tea Maker
255.	Teachers / Librarian / Physical Education Teacher
256.	Technician (Music Instruments)
257.	Telephone Operator
258.	Telex or Telephone Operator
259.	Teller Clerk
260.	Tiller
261.	Timber Man / Timber Mistry
262.	Timekeeper
263.	Tin Smith
264.	Tinker
265.	Tool Keeper
266.	Trace Examiner
267.	Traceman
268.	Tracer
269.	Tractor Driver
270.	Tractor Operator
271.	Trades-Man
272.	Trailors
273.	Train Examiner

274.	Train Sprayer
275.	Tub Repairer
276.	Turner / Miller
277.	Typist
278.	Tyre Vulcaniser
279.	Upholsterer
280.	Vehicle Driver
281.	Welder
282.	Well Sinker
283.	Winding Engine Driver
284.	Wireless Operator
285.	Wireman
286.	Wood Cutter
287.	Work Assistant
288.	Work Mistry
289.	Work Munshi
290.	Work Munshi (Subordinate)
291.	Work Sircar
292.	Any other categories by whatever name called which are also of a Clerical and Skilled nature.

HIGHLY SKILLED

Sl. No.	Highly Skilled
1.	Accountant
2.	Air Conditioning Mechanic
3.	Armature
4.	Artificer
5.	Artist / Painter
6.	Boiler Charge Man
7.	Boiler Foreman
8.	Boilerman Grade I
9.	Brick Layer Class I
10.	Cabin Maker (Motor boat Seacunny and Engine Driver above 90 HP)
11.	Cable Jointer
12.	Carpenter Class I
13.	Chargeman Class I
14.	Charper / Sletter Grade I
15.	Checker (Senior)
16.	Clamp Shell Grade I
17.	Compounder
18.	Compressor Grade I
19.	Crane Grade I
20.	Diesel Mechanic (Grade I and Road Roller Grade I)

21.	Dozer Grade I
22.	Drag Liner Grade I
23.	Drill Operator (other than Jack Hammer)
24.	Driller Grade I
25.	Driver (Heavy Vehicles)
26.	Dumper Grade I
27.	Electrical Supervisor with Competency Certificate
28.	Excavator Grade I
29.	Fitter (Grade I, Pipe Class I)
30.	Foreman (Assistant)
31.	Fork Lift Operator Grade I
32.	Generator Operator Grade I
33.	Grader Grade I
34.	Grinder (Tool) Grade I
35.	Head Electrician
36.	Head Mechanic
37.	Head Mistry
38.	In charge of Watch and Ward
39.	Leader Grade I
40.	Line Man Grade I
41.	Machine Operator
42.	Machine Tool Mechanic
43.	Machineman (Class I)
44.	Manager
45.	Mason (Class I)
46.	Mason (Skilled Grade I, Class I)
47.	Mason (Skilled)
48.	Mast Bogger mechanical Class I and Class II
49.	Mast Rig
50.	Mechanic (Head or Electrician)
51.	Mechanic (Senior)
52.	Mechanic Class I and Class II
53.	Mechanical / Plant Foreman
54.	Mining Supervisor
55.	Mistry (Air Conditioning)
56.	Mistry Grade I
57.	Motor Mechanic
58.	Operator (Batching Plant / Compressor / Excavator / Forklift / Generator / Screening Plant / Shovel / Drilling Tractor / Vibrator / Rigger)
59.	Operator (Heavy Earth Moving Shovel and Bulldozer)
60.	Overseer
61.	Photographer
62.	Pile Driver
63.	Polisher (with Sprayer)
64.	Principal / Headmaster / Headmistress
65.	Pump Class Electrician
66.	Qualified and Experienced Welder

67.	Radio & Electronic Mechanic
68.	Road Inspector Grade I
69.	Road Roller Mechanic
70.	Sawyer Class I
71.	Scrapper Grade I
72.	Security Guard (Armed)
73.	Sharper / Sletter
74.	Shift-in-Charge
75.	Spray Painter
76.	Sr. Blacksmith
77.	Sr. Carpenter
78.	Sr. Chef
79.	Sr. Cook
80.	Sr. Engine Driver
81.	Sr. Foreman
82.	Sr. Plasterer
83.	Sr. Plumber
84.	Sr. Stenographer
85.	Sr. Supervisor
86.	Sr. Surveyor
87.	Sr. Tractor Driver
88.	Sr. Winding Engine Driver
89.	Staff Nurse with Diploma
90.	Stone Chisler Class I
91.	Stone Cutter Grade I
92.	Store In charge
93.	Sub- Overseer
94.	Tiler Class I
95.	Tinsmith Grade I and Class I
96.	Tradesman Class I
97.	Trailer Class I
98.	Turner / Miller Grade I
99.	Tyre Valcaniser Gr. I
100.	Underground Shift Boss
101.	Upholsterer Grade I
102.	Varnisher Class I
103.	Vibrator Grade I
104.	Vocational Training Instructor / Vocational Training Teacher
105.	Welder (Gas) Class I
106.	Welder-Cum-Fitter and Air Conditioning Mechanic
107.	White Washer Class I
108.	Wireman Grade I
109.	Wood Cutter Class I
110.	Work Assistant Grade-I
111.	Any other categories by whatever name called which are of a Highly Skilled nature.

FORM-I**[See rule 18 and sub-rule (1), (2) and (3) of rule 42]
Register of Wages, Overtime, Fine, Deduction for damage and Loss**

Name of the Establishment :

Name of the Employer :

Name of the Owner :

PAN / TAN of the Employer :

Labour Identification Number (LIN):

Sl. No. in Employee Register	Name of the employee	Designation / Department	Duration of Payment of Wages (Monthly / Fortnightly / Weekly / Daily / Piece rated)	Wage Period (From-To)	Total No. of days worked during the period	Total overtime (Hours worked or production in case of piece workers)	Rates of wages		
							Basic	DA	Allowances
1	2	3	4	5	6	7	8	9	10

Overtime earning	Nature of acts and omissions for which fine imposed with date	Amount of fine imposed	Damage or loss caused to the employer by neglect or default of the employee	Amount of deduction from wages	Total amount of wages paid	Date of Payment	Attendance	
							Date	Signature
11	12	13	14	15	16	17	18	19

FORM – II

(See sub- rule (1), rule 40)

**BEFORE THE AUTHORITY APPOINTED UNDER SUB-SECTION 5 OF SECTION 45 OF
THE CODE ON WAGES, 2019 (29 OF 2019)**

For Area

Application No. of 20.....

Between and (number) other applicant(s)

(Through employees concerned or registered trade union or Inspector-cum-Facilitator)

Address

.....

..... – Applicant(s)

vs

Address

.....

..... – Opponent(s)

The application states as follows:

- (1) The applicant(s) whose name(s) appear in the attached schedule was / were / has / have been employed from to as (category) in (establishment's name). Shri / Ms. (name) engaged in (nature of work) which is / are covered by the Code on Wages, 2019.
- (2) The opponent(s) is / are the employer(s) within the meaning of Section 2 (l) of the Code on Wages, 2019.
- (3) The complaints are;
 - a. The applicant(s) has / have been paid wages at less than the minimum rates of wages fixed for their category / categories of employment(s) under the Code by Rs. per day for the period(s) from..... to.....
 - b. The applicant(s) has / have not been paid wages at Rs. per day for the weekly days of rest from to.....
 - c. The applicant(s) has / have not been paid wages at overtime rate(s) for the period from..... to.....
 - d. The applicant(s) has / have not been paid wages for the period from.....to
 - e. Deductions have been made which are in contravention of the Code, from the wage(s) of the applicant(s) as per details specified in the annexure appended with this application.
 - f. The applicant(s) has / have not been paid minimum bonus for the accounting year.....

- g. The applicant(s) has / have not been paid wages at rates equal to those of workers of the opposite sex for the same work or a work of similar nature from the period from.....to.....
- (4) The applicant(s) estimate(s) the value of relief sought by him / them on each amount asunder:
- a. Rs.
 - b. Rs.
 - c. Rs.
 - d. Rs.
 - e. Rs.
 - f. Rs.
 - g. Rs.

Total Rs.

- (5) The applicant(s), therefore, pray(s) that a direction may be issued under Section 45 (2) of the Code on Wages, 2019 for;
- a. Payment of the difference between the wages payable under the Code and the wages actually paid
 - b. Payment of remuneration for the days of rest
 - c. Payment of wages at the overtime rates
 - d. Payment of delayed wages
 - e. Payment of illegally deducted wages
 - f. Payment of a minimum bonus for the accounting year
 - g. Payment of the difference between the wages paid to those of workers of the opposite sex for the same work or a work of similar nature
 - h. Compensation amounting to Rs.

The applicant(s) do hereby solemnly declare(s) that the facts stated in this application are true to the best of his / their knowledge, belief and information.

Date:

Place:

Signature or thumb-impression of the employed person(s) or official of a registered trade union duly authorized or Inspector- cum-Facilitator.

Note: The applicant(s), if required, may append annexure containing details, with this application.

FORM – III

[See sub- rule (2) of rule 40]

NOTICE

**FORM OF NOTICE TO THE OPPONENT TO APPEAR BEFORE THE AUTHORITY
WHEN AN APPLICATION UNDER SUB-SECTION (5) OF SECTION 45 IS
ENTERTAINED**

To,

Address

.....

..... – Opponent(s)

Whereas,..... has made above said application to me under the Code on Wages, 2019 (Central Act No. 29 of 2019) you are hereby summoned to appear before me in person or by a duly authorized agent, able to answer all material questions relating to the application, or who shall be accompanied by some person able to answer all such question on the (date) at (time) at (place) to answer the claim and as day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence & all the documents upon which you intent to reply in support of your defense.

Take note that in default of your appearance on the day before mentioned, the application will be heard and determined in your absence.

Date:

Place:

Signature & Seal of the Authority under
the Code on Wages, 2019

FORM – IV

(See sub-rule (1) of rule 41)

**APPEAL UNDER SECTION 49(1) OF THE CODE ON WAGES, 2019
BEFORE THE APPELLATE AUTHORITY UNDER THE CODE ON WAGES, 2019**

Address

..... – Appellant(s)

vs

Address

..... – Respondent(s)

DETAILS OF APPEAL:

1. Particulars of the order against which the appeal is made:

- a) Order No.& Date:
 - b) The authority who has passed the impugned order:
 - c) Amount awarded:
 - d) Compensation awarded, if any:
2. Facts of the case:

------(Give here a concise statement of facts in chronological order, each paragraph containing as nearly as possible a separate issue or fact).

3. Grounds for appeal:

4. Matters not previously filed or pending with any other Court or any Appellate Authority:

The appellant further declares that he had not previously filed any appeal, writ petition or suit regarding the matter in respect of which this appeal has been made, before any Court or any other Authority or Appellate Authority nor any such appeal, writ petition or suit is pending before any of them.

5. Reliefs sought:

In view of the facts mentioned above the appellant prays for the following relief (s):-
[Specify below the relief(s) sought]

6. List of enclosures:

a), b), c)

Date:

Place:

Signature of the Appellant

For office use

Date of filing
or

Date of receipt by post

Registration No.:

Authorized Signatory

FORM – V

[See sub-rule (2) of Rule 41]

NOTICE

**(FORM OF NOTICE TO THE OPPONENT TO APPEAR BEFORE THE AUTHORITY
WHEN AN APPEAL MADE UNDER SUB-SECTION (1) OF SECTION 49 IS
ENTERTAINED)**

To,

Address

.....

..... – Opponent(s)

Whereas,has made above said appeal to me under the Code on Wages, 2019 (Central Act No. 29 of 2019) you are hereby summoned to appear before me in person or by a duly authorized agent, able to answer all material questions relating to the application, or who shall be accompanied by some person able to answer all such question on the (date) at (time) at (place) to answer the claim and as day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence & all the documents upon which you intent to reply in support of your defense.

Take note that in default of your appearance on the day before mentioned, the application will be heard and determined in your absence.

Date:

Place:

Signature & Seal of the Appellate Authority
under the Code on Wages, 2019

FORM – VI
[See Sub-Rule (3) of Rule 42]
EMPLOYEE REGISTER

Name of the Establishment :

Name of the Employer :

Name of the Owner :

PAN / TAN of the Employer :

Labour Identification Number (LIN) :

Sl. No.	Employee Code	Name	Surname	Gender	Father's / Spouse Name	Date of Birth	Nationality	Education Level	Date of Joining	Designation	Category (HS/S/SS/US)*	Type of Employment
1	2	3	4	5	6	7	8	9	10	11	12	13

Mobile No.	UAN	PAN	ESIC IP No.	AADHAAR	Bank A/c Number	Bank	Branch (IFSC)	Present Address	Permanent Address
14	15	16	17	18	19	20	21	22	23

Service Book No.	Date of Exit	Reason for Exit	Mark of Identification	Photo	Specimen Signature / Thumb Impression	Remarks
24	25	26	27	28	29	30

* (Highly Skilled / Skilled / Semi-skilled / Unskilled)

FORM – VII

(See Rule 43)

WAGE SLIP

Date of Issue:

Name of the Establishment: Address:

Period:

1. Name of employee :
2. Father's / Spouse name :
3. Designation :
4. UAN :
5. Bank Account No. :
6. Wage Period :
7. Rate of wages payable: a) Basic b) D. A. c) Other Allowances
8. Total Attendance / unit of work done :
9. Overtime Wages :
10. Gross Wages Payable :
11. Total deductions : a) PF b) ESI c) Others
12. Net Wages Paid :

Signature of the Employer / Pay-in-Charge

FORM – VIII

[See sub-rule (1) of Rule 46]

APPLICATION UNDER SUB-SECTION (4) OF SECTION 56 FOR COMPOSITION OF OFFENCE

1. Name of applicant :
2. Father's /Spouse name :
3. Address of the applicant:
4. Particulars of the offence :
5. Section of the Code under which the offence is committed :
6. Maximum fine provided for the offence under the Code :
7. Whether prosecution against the applicant is pending or not :
8. Whether the offence is first offence, or the applicant had committed any other offence prior to the offence. If yes, then, full details of the prior offence.
.....
.....
9. Any other information which the applicant desires to provide
.....
.....

Place:
Dated:

Applicant
(Name and signature)

By order and in the name of Lieutenant Governor (Administrator) of Andaman and Nicobar Islands

**Sd./-
Additional Secretary (Labour)**

अण्डमान तथा
Andaman And



निकोबार राजपत्र
Nicobar Gazette

असाधारण

EXTRAORDINARY
प्राधिकार से प्रकाशित
Published by Authority

सं. 27, श्री विजयपुरम, बुधवार, 28 जनवरी, 2026
No. 27, Sri Vijaya Puram, Wednesday, January 28, 2026

**ANDAMAN AND NICOBAR ADMINISTRATION
SECRETARIAT**

NOTIFICATION

Sri Vijaya Puram, dated the 28th January, 2026.

No. 27/2026/F. No. M-13/12/2023-Lab.Ins-III-LAB_AN/107.— In exercise of the powers conferred by Section 67 of the “Code on Wages, 2019 (Central Act No. 29 of 2019)” read with Section 2 (w) thereof, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby proposes to make the Rules to carry out the provisions of the said Code.

WHEREAS, the draft Code on Wages (A & N Islands), Rules, 2022 was earlier published vide Gazette Notification No.31 dated 28.02.2022 in A & N Gazette for inviting objections and suggestions from the persons to be affected thereby and now after implementation of the Code on Wages, 2019 w.e.f. 21.11.2025 by the Govt. of India, it has been considered necessary to pre-publish the following Rules afresh.

Accordingly, in exercise of powers conferred under Sub-section (1) of Section 67 of the said Code, the following Draft Rules are hereby pre-published for inviting objections and suggestions thereupon from the persons to be affected thereby. Any objections and suggestions should reach within a period of 45 days from the date of the draft publication to the Office of Labour Commissioner, Labour Department, Andaman and Nicobar Administration, Supply Line, Sri Vijaya Puram-744101, email- lcdet@and.nic.in

**DRAFT RULES
CHAPTER I
PRELIMINARY**

1. Short title, extent and commencement —

- (1) These rules may be called **the Code on Wages (A & N Islands) Rules, 2026**.
- (2) They extend to the whole of Union Territory of Andaman and Nicobar Islands.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions - (1) In these rules, unless the subject or context otherwise requires –

- (a) “authority” means the authority appointed by the Andaman and Nicobar Administration under Sub-section (1) of Section 45 of the code;
- (b) “appellate authority” means the appellate authority appointed by the Andaman and Nicobar Administration under Sub-section (1) of Section 49 of the code;
- (c) “appeal” means an appeal preferred under Sub-section (1) of Section 49 of the code;
- (d) “Arduousness of work” means categorization of works as notified by the A & N Administration;

- (e) "Board" means the A & N Islands Advisory Board constituted by the Andaman and Nicobar Administration under Sub-section (4) of Section 42 of the code;
 - (f) "Chairperson" means the chairperson of the Board;
 - (g) "Code" means the Code on Wages, 2019 (29 of 2019);
 - (h) "committee" means a committee appointed by the Andaman and Nicobar Administration under clause (a) of Sub-section (1) of Section 8 of the code;
 - (i) "day" means a period of 24 hours beginning at mid-night;
 - (j) "family" means all or any of the following relatives of an employee namely :—
 - (i) a spouse;
 - (ii) a minor legitimate or adopted child dependent upon the employee;
 - (iii) a child who is wholly dependent on the earnings of the employee, and who is—
 - (a) receiving education, till he attains the age of twenty-one years; and
 - (b) an unmarried daughter;
 - (iv) a child who is infirm by reason of any physical or mental abnormality or injury and is wholly dependent on the earnings of the employee, so long as the infirmity continues;
 - (v) dependent parents (including father-in-law and mother-in-law of a woman employee), whose income from all sources does not exceed such income as may be specified by the A & N Administration from time to time;
 - (k) "Form" means a form appended to these rules;
 - (l) "highly skilled occupation" means an occupation which calls in its performance a specific level of perfection and required competence acquired through intensive technical or professional training or practical occupational experience for a considerable period and also requires of an employee to assume full responsibility for his judgment or decision involved in the execution of such occupation;
 - (m) "Inspector-cum-Facilitator" means a person appointed by the Andaman & Nicobar Administration, by Notification under Sub-section (1) of Section 51 of the code;
 - (n) "member" means a member of the Board and includes its Chairperson;
 - (o) "metropolitan area" means a compact area having a population of forty lakhs or more comprised in one or more districts;
 - (p) "non-metropolitan area" means a compact area having a population of more than ten lakhs but less than forty lakhs, comprised in one or more districts;
 - (q) "population" means the population as ascertained at the last preceding census of which the relevant figures have been published;
 - (r) "registered trade union" means a trade union registered under the Trade Unions Act, 1926 (16 of 1926) / Industrial Relations Code, 2020 (35 of 2020);
 - (s) "rural area" means the area which is not the metropolitan area or non-metropolitan area;
 - (t) "Schedule" means the schedule to these rules;
 - (u) "section" means a section of the Code;
 - (v) "semi-skilled occupation" means an occupation which in its performance requires the application of skill gained by the experience on job which is capable of being applied under the supervision or guidance of a skilled employee and includes supervision over the unskilled occupation;
 - (w) "skilled occupation" means an occupation which involves skill and competence in its performance through experience on the job or through training as an apprentice in a technical or vocational institute and the performance of which calls for initiating and judgment;
 - (x) "unskilled occupation" means an occupation which in its performance requires the application of simply the operating experience and involves no further skills;
- (2) All other words and expressions used herein in these rules and not defined shall have the meanings respectively assigned to them under the Code.

CHAPTER II

Minimum wages

3. Manner of calculating the minimum rate of wages —

- (1) For the purposes of Sub-section (5) of Section 6, the minimum rate of wages shall be fixed at the rate equal to or above the floor wages fixed by the Central Government under Section 9 on the day basis keeping in view the following criteria, namely:-
 - (i) The standard working-class family which includes a spouse and two children apart from the earning worker; an equivalent of three adult consumption units;
 - (ii) A net intake of 2700 calories per day per consumption unit;
 - (iii) 66 meters cloth per year per standard working class family;
 - (iv) Housing rent expenditure to constitute 10 per cent of food and clothing expenditure;
 - (v) Fuel, electricity and other miscellaneous items of expenditure to constitute 20 percent of minimum wage; and
 - (vi) Expenditure for children education, medical requirement, recreation and expenditure on contingencies to constitute 25 percent of minimum wage;
- (2) When the rate of wages for a day is fixed, then, such amount shall be divided by eight for fixing the rate of wages for an hour and multiplied by twenty six for fixing the rate of wages for a month and in such division and multiplication the factors of one-half and more than one-half shall be rounded as next figure and the factors less than one-half shall be ignored. In the case of a five-day working week, the hourly rate of minimum wages so calculated shall be used to derive the minimum wages for the day.

4. Norms for fixation of minimum rate of wages —

- (1) The A & N Administration shall fix the minimum rate of wages under section 6 for the employees employed in unskilled, semi-skilled, skilled and highly skilled occupations for the whole Union Territory of Andaman and Nicobar Islands.
- (2) The Andaman and Nicobar Administration shall constitute a technical committee for the purpose of advising the Andaman and Nicobar Administration in respect of skill categorization of occupation, arduousness of work, hazardous occupations or processes and underground work and like other categorization, which shall consist of the following members, namely :—
 - (i) The Labour Commissioner, Andaman and Nicobar Administration - Chairperson.
 - (ii) The Director of Industries, Andaman and Nicobar Administration - Member.
 - (iii) The EO to CE, APWD, Andaman and Nicobar Administration - Member.
 - (iv) The Employment Officer, Employment Exchange (MCC),
Andaman and Nicobar Administration - Member.
 - (v) The Director, Directorate of Economics and Statistics,
A & N Administration - Member.
 - (vi) The Principal, Govt. ITI, Dollygunj, Sri Vijaya Puram,
Andaman and Nicobar Administration - Member.
 - (vii) The Inspector of Factories, Andaman and Nicobar Administration - Member.
 - (viii) The Assistant Labour Commissioner, Sri Vijaya Puram,
Andaman and Nicobar Administration - Member
Secretary.
- (3) The Andaman and Nicobar Administration shall, on the advice of the technical committee referred to in sub-rule (2) shall categorize, the occupations of the employees into four categories that is to say unskilled, semi-skilled, skilled and highly skilled by modifying, deleting or adding any entry in the categorization of such occupations specified in **Schedule A**.
- (4) The Technical Committee referred to in sub-rule (2) while advising the Andaman and Nicobar Administration under sub-rule (3) take into account, to the possible extent, the national classification of occupation or national skills qualification framework or other similar framework for the time being formulated to identify occupations.

(5) The Chairperson may call a meeting of the Technical Committee referred to in sub-rule (2), at any time deemed fit and the proceedings of such meeting shall be forwarded to the A & N Administration at least within a fortnight of the meeting.

5. Time Interval for revision of Dearness Allowance – Endeavour shall be made so that the cost-of-living allowance and the cash value of the concession in respect of essential commodities at concession rate shall be computed twice in a year, i. e. 1st January and 1st July to revise the variable Dearness Allowance payable to the employees on the minimum wages considering the Average All India Consumer Price Index Number for Industrial Workers published by the Labour Bureau, Ministry of Labour and Employment, Government of India,

6. Number of hours of work which shall constitute a normal working day —

(a) The normal working day under clause (a) of Sub-section (1) of Section 13 shall be comprised of ten hours of work and one or more intervals of rest which in total shall not exceed one hour.

(b) No employee shall be required or allowed to work in an establishment for more than forty-eight hours in a week.

(c) If an employee works on a daily basis in an establishment, the period of work of such an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day.

(d) If the employee works in the establishment for six days in a week, the period of work of an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the seventh day of the said week for the employee shall be a paid holiday.

(e) If the employee works in the establishment for less than six days in a week arising due to provision of flexibility in working hours, the period of work of an employee shall be so arranged that inclusive of his interval for rest shall not spread over for more than twelve hours per day and the remaining days of the said week for the employee shall be paid holidays:

Provided that flexibility in working hours shall be permitted with the consent of negotiating union / negotiating council or with the consent of majority of employees in the absence of a negotiating union / negotiating council.

(f) The provisions of sub-rules (a) to (c) shall, in the case of an employee employed in agricultural employment, be subject to such modifications as may, from time to time, be determined by the Andaman & Nicobar Administration.

(g) No employee shall be allowed to work for more than six hours continuously before he has had an interval for rest of at least half-an-hour.

(h) Nothing in this rule shall be deemed to affect the provisions of the Occupational safety, Health and Working Conditions Code, 2020 (Central Act 37 of 2020).

7. Weekly day of rest — (1) Subject to the provisions of this rule, an employee shall be allowed rest of one day or more than one day, as the case may be, every week (hereinafter referred to as “the rest days”) which in case of six day week shall ordinarily be Sunday and in case of less than six day week shall ordinarily be Saturday and Sunday. However, the employer may fix any other days of the week as the rest days for any employee or class of employees:

Provided that, in a six day working week or less than six day working week, as the case may be, the remaining days of the week shall be paid rest days for such employees:

Provided further that, an employee shall be entitled for the rest days under this sub-rule, if he has worked under the same employer in case of six day week for a continuous period of not less than six days and in case of less than six day working week, for a continuous period of the stipulated number of working days, as the case may be:

Provided also that, the employee shall be informed of the days fixed as the rest days and of any subsequent change in the rest days before the change is effected, by display of a notice to that effect at a conspicuous place in the place of employment.

Explanation.— For the purpose of computation of the continuous period of not less than six days or the stipulated number of working days in a week specified in the second proviso to this sub-rule,

- (a) any day on which an employee is required to attend for work but is given only an allowance for attendance and is not provided with work,
- (b) any day on which an employee is laid off on payment of compensation under the Industrial Relations Code, 2020 (35 of 2020), and
- (c) any leave or holiday, with or without pay, granted by the employer to an employee in the period of six days or during the stipulated number of working days of a week as the case may be, immediately preceding the rest days, shall be deemed to be days on which the employee has worked.

(2) Any such employee shall not be required or allowed to work on the rest day unless he has or will have a substituted rest day for a whole day on one of the working days in a week immediately before or after the rest day:

Provided that, no substitution shall be made which will result in the employee working for more than ten days consecutively without a rest day for a whole day.

(3) Where in accordance with the foregoing provisions of this rule, any employee works on a rest day and has been given a substituted rest day on any one of the working days before or after the rest day, the rest day shall, for the purpose of calculating the weekly hours of work, be included in the week in which the substituted rest day occurs.

(4) An employee shall be granted for rest day wages calculated at the rate applicable to the next preceding day; and where he works on the rest day and has been given a substituted rest day, then, he shall be paid wages for the rest day on which he worked, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day:

Provided that, in case of six day week where,—

- (i) the minimum rate of wages of the employee as notified under the Code has been worked out by dividing the minimum monthly rate of wages by twenty- six; or
- (ii) the actual daily rate of wages of the employee has been worked out by dividing the monthly rate of wages by twenty-six and such actual daily rate of wages is not less than the notified minimum daily rate of wages of the employee, then, no wages for the rest day shall be payable; and
- (iii) the employee works on the rest day and has been given a substituted rest day, then, he shall be paid, only for the rest day on which he worked, an amount equal to the wages payable to him at the overtime rate;

and, if any dispute arises whether the daily rate of wages has been worked out in accordance with the provisions of this proviso, the Assistant Labour Commissioner having territorial jurisdiction may, on application made to him in this behalf, decide the same, after giving an opportunity to the parties concerned to make written representations:

Provided further that, in case of an employee governed by a piece-rate system, he shall be paid wages for the rest day on which he works, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day.

Explanation.— In this sub-rule 'next preceding day' means the last day on which the employee has worked, which precedes the rest day or the substituted rest day, as the case may be; and where the substituted rest day falls on a day immediately after the rest day, the next preceding day means the last day on which the employee has worked, which precedes the rest day.

(5) The provisions of this rule shall not operate to the prejudice of more favourable terms, if any, to which an employee may be, entitled under any other law or under the terms of any award, agreement or contract of service, and in such a case, the employee shall be entitled only to more favourable terms aforesaid.

Explanation.— For the purposes of this rule, 'week' shall mean a period of seven days beginning at midnight on Saturday night.

- 8. Night shifts**—Where an employee in an employment works on a shift which extends beyond midnight, then, -
- (a) a rest day for the whole day for the purposes of rule 7 shall, in this case means a period of twenty-four consecutive hours beginning from the time when his shift ends; and
 - (b) the following day in such a case shall be deemed to be the period of twenty-four hours beginning from the time when such shift ends, and the hours after midnight during which such employee was engaged in work shall be counted towards the previous day.
- 9. The extent and conditions for the purposes of Sub-section (2) of Section 13** — (1) In case of class of employees referred to under clauses (a) to (e) of Sub-section (2) of Section 13, the provisions of rules 6, 7 and 8 shall apply subject to the condition that –
- (i) the spread over of the hours of work of the employee may not exceed 16 hours in any day in certain situations; and
 - (ii) the actual hours of work excluding the intervals of rest and the periods of inaction during which the employee may be on duty but is not called upon to display either physical activity or sustained attendance shall not exceed nine hours in any day.
- 10. Longer wage period** - The longer wage period for the purposes of minimum rate of wages under Section 14 shall be by the month.
- 11. Circumstances under clause (ii) of the proviso to Section 10** — An employee shall not be entitled to receive wages for a full normal working day under Section 10, if he is not entitled to receive such wage under any other law for the time being in force.

CHAPTER III PAYMENT OF WAGES

- 12. Recovery of excess amount** – Where the total deductions authorized under Sub-section (4) of Section 18 exceed fifty per cent. of the wages of an employee, the excess shall be carried forward and recovered from the wages of succeeding wage period as the case may be, in such installments so that the recovery in any month shall not exceed the fifty percent of the wages of the employee in that month.
- 13. The authority competent to impose fine** – The Assistant Labour Commissioner having jurisdiction over the place of work of the employee concerned shall be the authority for the purposes of Sub-section (1) of Section 19.
- 14. The manner of exhibiting the notice** – A notice referred to in Sub-section (2) of Section 19 shall be displayed in physical form or electronically in Hindi and in English at the conspicuous places in the premises of the work place in which the employment is carried on, so that every concerned employee would be able easily to read the contents of the notice and a copy of the notice shall be sent electronically or by manually to the Inspector-cum-Facilitator having jurisdiction.
- 15. The procedure for imposition of fines** – The employer shall give an intimation electronically or in writing specifying therein the detailed particulars for obtaining the approval of the imposition of fine to the Assistant Labour Commissioner referred to in rule 13 who shall, before granting or refusing the approval, give opportunity of being heard to the employee and the employer concerned and shall dispose of the matter within 30 days from the date of receiving such intimation, failing which it shall be deemed to be approved.
- 16. Intimation of deduction** – (1) Where an employer makes any deduction in connection with absence from duty in pursuance of the proviso to Sub-section (2) of Section 20, he shall make intimation of such deduction to the Inspector-cum-Facilitator having jurisdiction within ten days from the date of such deduction explaining therein the reason for such deduction.
- (2) The Inspector-cum-Facilitator shall, after receiving intimation under sub-rule (1), examine such intimation and if he finds that the explanation given therein is in contravention of any provision of the Code or the rules made there under, he shall initiate appropriate action under the Code against the employer.

- 17. Procedure for deduction for damage or loss** - Any employer desiring to make deduction for damage or loss under Sub-section (1) of Section 21 from the wages of an employee shall, –
- (i) explain to the employee personally and also in writing the damage or loss of goods expressly entrusted to the employee for custody or for loss of money for which he is required to account for and how such damages or loss is directly attributable to the neglect or default of the employee; and
 - (ii) thereafter, give the employee an opportunity to offer any explanation and deduction for any damages or loss, if made, shall be intimated to the employee within fifteen days from the date of such deduction.
- 18. Conditions regarding recovery of advance** — The recovery, as the case may be of,—
- (i) Advances of money given to an employee after the employment began under clause (b) of Section 23; or
 - (ii) advances of wages to an employee not already earned under clause (c) of Section 23, shall be made by the employer from the wages of the concerned employee in installments determined by the employer, so as any or all installments in a wage period shall not exceed fifty per cent. of the wages of the employee in that wage period and the particulars of such recovery shall be recorded in the register maintained in **Form-I**.
- 19. Extent of loan and rate of interest** — The Employee may be granted loans to the extent of ten times the salary drawn by the employee at the bank rate of interest on loans for house building and other purposes, as notified by the Employer and agreed upon by both the Employer and Employee.
- 20. Deduction under Section 24** — Deductions for recovery of loans granted for house building or other purposes approved by the A & N Administration, and the interest due in respect thereof shall be, subject to any direction made or circular issued by the A & N Administration from time to time regulating the extent to which such loans may be granted and the rate of interest shall be payable thereon.

CHAPTER V STATE ADVISORY BOARD

- 21. Constitution of the Board** — The Board shall consist of the persons to be nominated by the A & N Administration representing employers and employees as specified in clause (a) and (b) of Sub-section (6) of Section 42, the independent persons as specified in clause (c) of that Sub-section and as per Sub-section (7) of Section 42.
- 22. Meeting of the Advisory Board** — The Chairperson may, subject to the provision of rule 23, call a meeting of the Advisory Board, at any time he thinks fit:
- Provided that on request in writing from not less than one half of the members, the Chairperson shall call a meeting within thirty days from the date of the receipt of such a requisition.
- 23. Notice of meetings** – The Chairperson shall fix the date; time and place of every meeting and a notice in writing containing the aforesaid particulars along with a list of business to be conducted at the meeting shall be sent to each member by manually and electronically at least fifteen days before the date fixed for such meeting:
- Provided that in the case of an emergency meeting, notice of seven days only may be given to every member.
- 24. Functions of Chairperson** — The Chairperson shall —
- (i) Preside over the meetings of the Advisory Board:
- Provided that in the absence of the Chairperson at any meeting, the members present shall elect from amongst themselves by a majority of votes, any other member to preside at such meeting;

- (ii) Decide the agenda of each meeting of the Advisory Board;
- (iii) where in the meeting of the Advisory Board, if any issue has to be decided by voting, conduct the voting and count or cause to be counted the secret voting in the meeting.

25. Quorum — No business shall be transacted at any meeting unless at least one-third of the members and at least one representative member of both the employers and an employee are present :

Provided that, if at any meeting less than one-third of the members are present, the Chairperson may adjourn the meeting to a date not later than seven days from the date of the original meeting and it shall thereupon be lawful to dispose of the business at such adjourned meeting irrespective of the number of members present :

Provided further that the date, time and place of such adjourned meeting shall be intimated to all the members electronically or by a manually.

26. Disposal of business of the Advisory Board — All business of the Advisory Board shall be considered at a meeting of the Advisory Board, and shall be decided by a majority of the votes of members present and voting and in the event of an equality of votes, the Chairperson shall have a casting vote:

Provided that the Chairperson may, if he thinks fit, direct that any matter shall be decided by the circulation of necessary papers and by securing written opinion of the members :

Provided further that no decision on any matter under the preceding proviso shall be taken, unless supported by not less than two-thirds majority of the members.

27. Method of voting — Voting in the meeting of the Advisory Board shall ordinarily be by show of hand, but if any member asks for voting by ballot, or if the Chairperson so decides, the voting shall be by secret ballot and shall be held in such manner as the Chairperson may decide.

28. Proceedings of the meetings — (1) The proceedings of each meeting of the Board, showing inter alia the names of the members present there at shall be forwarded to each member and to the A & N Administration as soon after the meeting as possible, and in any case, not less than seven days before the next meeting.

(2) The proceedings of each meeting of the Board shall be confirmed with such modification, if any, as may be considered necessary at the next meeting.

(3) The Proceedings of each meeting shall be drafted and recorded by the Member Secretary of the Board.

29. Term of office of members of the Advisory Board — (1) The term of office of the Chairperson or a member, as the case may be, shall be normally two years commencing from the date of his appointment or nomination :

Provided that such Chairperson or a member shall, notwithstanding the expiry of the said period of two years, continue to hold office until his successor is appointed or nominated, as the case may be.

(2) An independent member of the Board nominated to fill a casual vacancy shall hold office for the remaining period of the term of office of the member in whose place he is nominated.

(3) Notwithstanding anything contained in sub-rules (1) and (2), the members of the Board shall hold office during the pleasure of the Andaman & Nicobar Administration.

30. Summoning of witnesses and production of documents – (1) The Chairperson may summon any person to appear as a witness if required in the course of the discharge of his duty and require any person to produce any document.

(2) Every person who is summoned and appears as a witness before the Board shall be entitled to an allowance for expenses by him in accordance with the scale for the time being in force for payment of such allowance to witnesses appearing before a civil court.

- 31. Travelling Allowance** — The Chairperson and every member of the Advisory Board shall be entitled to draw travelling and halting allowance for any journey performed by him in connection with his duties as such member at the rates and subject to the conditions applicable to a Group A officer of the Andaman and Nicobar Administration.
- 32. Officers and Staff** — The Andaman and Nicobar Administration may provide one Secretary not below the rank of Assistant Labour Commissioner to the Andaman and Nicobar Administration, other officers and staff to the Advisory Board, as it may think necessary for the function of the Board.
- 33. Eligibility for re-nomination of the members of the Advisory Board** — An outgoing member shall be eligible for re-nomination for membership of the Board for not more than a total of three terms.
- 34. Resignation of the Chairperson and other members of the Advisory Board** — (1) A member of the Advisory Board, other than the Chairperson, may, by giving notice in writing to the Chairperson, resign his membership and the Chairperson may resign by giving notice in writing addressed to the Andaman and Nicobar Administration.
- (2) A resignation shall take effect from the date of communication of its acceptance or on the expiry of thirty days from the date of resignation, whichever is earlier.
- (3) When a vacancy occurs or is likely to occur in membership of the Advisory Board, the Chairperson shall submit a report to the Andaman and Nicobar Administration immediately and the Andaman and Nicobar Administration shall, then, take steps to fill the vacancy in accordance with the provisions of the Code.
- 35. Cessation of membership** — If a member of the Advisory Board fails to attend three consecutive meetings without prior intimation to the Chairperson, he shall cease to be a member thereof.
- 36. Disqualification** — (1) A person shall be disqualified for being nominated as, and for being a member of the Advisory Board if,—
- (i) he is declared to be of unsound mind by a competent court; or
 - (ii) he is an un-discharged insolvent; or
 - (iii) before or after the commencement of the Code, he has been convicted of an offence involving moral turpitude.
- (2) If any question arises whether a disqualification has been incurred under sub-rule (1), the decision of the Andaman & Nicobar Administration thereon shall be final.

CHAPTER VI PAYMENT OF DUES, CLAIMS etc.

- 37. Payment under clause (a) of Sub-section (1) of Section 44** — Where any amount payable to an employee under the Code is due after his death or on account of his whereabouts not being known, and the amount could not be paid to the nominee of the employee until the expiry of three months from the date the amount had become payable, then, such amount shall be deposited by the employer with the Assistant Labour Commissioner having jurisdiction, who shall disburse the amount to the person nominated by the employee after ascertaining his identity within two months of the date on which the amount was so deposited with him.
- 38. Deposit of the undisbursed dues under clause (b) of Sub-section (1) of Section 44** — Where any amount payable to an employee under this Code remains undisbursed in cases where no nomination has been made by such employee or for any other reason, all such amount shall be deposited by the employer with the Assistant Labour Commissioner having jurisdiction before the expiry of the fifteenth day after the last day of the said period of six months, through bank transfer or through a crossed demand draft obtained from any Scheduled bank in India drawn in favour of such Assistant Labour Commissioner.

39. Manner of dealing with the undisbursed dues under clause (b) of Sub-section (1) of Section

44— (1) The amount referred to in sub-rule (1) of rule 35 (hereinafter in this rule referred to as the amount) deposited with the Assistant Labour Commissioner having jurisdiction shall remain with him and be invested in the Central or State Government Securities or deposited as a fixed deposit in a nationalized bank.

(2) The Assistant Labour Commissioner having jurisdiction will exhibit, as soon as possible, a notice containing such particulars regarding the amount as the Assistant Labour Commissioner consider sufficient for information for at least for fifteen days on the notice board and also publish such notice in any two newspapers being circulated in the language commonly understood in the area in which undisbursed wages were earned.

(3) Subject to the provision of sub-rule (4), the Assistant Labour Commissioner having territorial jurisdiction shall release the amount to the nominee or the legal heir(s) or the dependant(s) as defined under Sub-section 24 of Section 2 of the Code on Social Security, 2020, as the case may be, in whose favour such Assistant Labour Commissioner has decided, after giving the opportunity of being heard, the amount to be paid.

(4) If the undisbursed amount remains unclaimed for a period of seven year after publication the amount shall be transferred to the A & N Islands Unorganised Workers' Social Security Board constituted under the Code on Social Security, 2020 (36 of 2020) for promoting welfare of the unorganised workers of the board. If any claim arises within the seven years from the date of such deposit notwithstanding anything contained in sub-rule (3), Assistant Labour Commissioner having territorial jurisdiction may decide and direct the Board to disburse the amount to the claimant.

**CHAPTER VII
FORMS, REGISTERS AND WAGE SLIP**

40. The form of a single application — (1) A single application for the claims which arises under the provisions of this Code, on behalf of or in respect of any number of employees employed in an establishment, may be filed under Sub-section (5) of Section 45 in **Form II** manually or electronically alongwith documents specified in such Form.

(2) Where an application under Sub-section (5) of Section 45 is entertained, the authority shall serve upon the employer electronically or by manually a notice in **Form-III** to appear before him on the date specified in the notice with all relevant documents and witnesses, if any, and shall inform the applicant of the date so specified.

(3) If the employer or his representative fails to appear on the specified date, the authority may hear and determine the application exparte.

(4) If the applicant or his representative fails to appear on the specified date without any reasonable cause shown in advance, the authority may dismiss the application.

41. Appeal — (1) Any person aggrieved by an order passed by the authority under Sub-section (2) of Section 45 may prefer an appeal under Sub-section (1) of Section 49 in **Form-IV** electronically or manually, alongwith documents mentioned by the appellant in the said Form, to the appellate authority having jurisdiction.

(2) Where an appeal under Sub-section (1) of Section 49 is entertained, the appellate authority shall serve upon the respondent electronically or by manually a notice in **Form-V** to appear before him on the date specified in the notice and shall inform the appellant of the date so specified.

(3) The appellate authority shall after hearing the appellant and the respondent shall, by Order, decide the appeal.

42. Form of register, etc.— (1) All fines and all realization thereof referred to in Sub-section (8) of Section 19 shall be recorded in a register to be kept by the employer in **Form-I**, electronically or otherwise and the authority referred to in said Sub-section (8) shall be the Assistant Labour Commissioner having jurisdiction.

(2) All deductions and all realization referred to in Sub-section (3) of Section 21 shall be recorded in a register to be kept by the employer in **Form-I** electronically or otherwise.

(3) Every employer of an establishment to which the Code applied shall maintain registers under Sub-section (1) of Section 50 in **Form I** and **Form VI** electronically or otherwise.

(4) Registers required to be maintained under these rules shall be preserved for a period of five years after the date of the last entry made therein.

43. Wage slip under Sub-section (3) of Section 50 — Every employer shall issue wage slips, electronically or otherwise, to the employees in **Form-VII** on or before payment of wages.

44. Power of Inspector-cum-Facilitators — (1) The Inspector-cum-Facilitator shall inspect the establishments as assigned to him subject to the instructions or guidelines issued by the A & N Administration as required under Sub-section (5) of Section 51 of the Code.

(2) The Inspector-cum-Facilitator shall, for the purposes of the enforcement of the Code, have powers, subject to the provisions of the Code.

45. Manner of holding enquiry by the officer of the Andaman and Nicobar Administration — (1) When a complaint is filed before the officer appointed under Sub-section (1) of Section 53, such officer after considering the evidence produced before him is of the opinion that an offence has been committed, shall issue summons to the offender on the address specified in the complaint fixing a date for his appearance.

(2) If the offender to whom the summons has been issued under sub rule appears or is produced before the officer, he shall explain the offender the offence complained against him and if the offender pleads guilty, the officer shall impose penalty on him in accordance with the provisions of the Code and when the offender does not plead guilty, the officer shall take evidence of the witnesses produced by the complainant on oath and provide an opportunity of cross examination of the witnesses so produced . The officer shall record the statement of the witnesses on oath and in cross examination in writing and take the documentary evidence on record.

(3) The officer shall, after the complainant's evidence is complete, provide opportunity of defense to the accused person and the witnesses produced by the accused shall be cross examined after their statements on oath by the complainant and documentary evidence in defense shall be taken on record by the officer.

(4) The officer shall, after hearing the parties and considering the evidence both or a land documentary, decide the complaint in accordance with the provisions of the Code.

46. The manner of imposing fine under Sub-section (1) of Section 56 — (1) An accused person desirous of making composition of offence under Sub-section (1) of Section 56 may make an application in **Form-VIII** electronically or otherwise, to the Gazetted Officer of Labour Department notified under said Sub-section (1).

(2) The Gazetted Officer of Labour Department referred to in sub-rule (1), shall, on receipt of such application, satisfy himself as to whether the offence is compoundable or not under the Code and if the offence is compoundable and if the offence is compoundable and the accused person agrees for the composition, compromise the offence for a sum of fifty percent of the maximum fine provided for such offence under the Code, to be paid by the accused within the time specified in the order of composition issued by such officer.

(3) Where the offence has been compromised under sub-rule (2) after the institution of the prosecution, then, the Gazetted Officer shall send a copy of such order made by him for intimation to the officer referred to in Sub-section (1) of Section 53 for needful action under sub-section (6) of section 56.

**CHAPTER VIII
MISCELLANEOUS**

- 47. Timely Payment of Wages** — Where the employees are employed in an establishment through contractor, then, the company or firm or association or any other person who is the proprietor of the establishment shall pay to the contractor the amount payable to him or it, as the case may be, before the date of payment of wages so that payment of wages to the employees shall be made positively in accordance with the provisions of Section 17.

Explanation.— For the purpose of this rule, the expression “firm” shall have the meaning as assigned to it in the Indian Partnership Act, 1932 (9 of 1932).

- 48. Responsibility for payment of minimum bonus** — Where in an establishment, the employees are employed through contractor and the employer or contractor fails to pay minimum bonus to them under Section 26, then, the company or firm or association or other person as referred to in the proviso to Section 43 shall, on the written information of such failure, given by the employees or any registered trade union or unions of which the employees are members and on confirming such failure, pay such minimum bonus to the employees.

- 49. Inspection scheme** — (1) For the purposes of the Code and these rules, there shall be formulated an inspection scheme by the A & N Administration.

(2) In the inspection scheme referred to in sub-rule (1), apart from other structural facts, a number shall be specified in the scheme for each Inspector-cum-Facilitator and establishment:

Provided the Inspection schemes shall be formulated as per the guidelines framed by the Central Inspection Schemes or Web-based Inspection Scheme system.

- 50. Adoption of procedure prescribed by Central Government** — Notwithstanding anything contained in these Rules, wherein the A & N Administration is the appropriate Government, but the Central Government has been empowered to prescribe any procedure under the Code, the A & N Administration shall adopt the same procedure as prescribed by the Central Government.

Repeal and savings — The Andaman and Nicobar Islands Minimum Wages Rules, 1972, the Andaman and Nicobar Islands Payment of Wages Rules, 1955, are hereby repealed:

Provided that, the said repeal shall not affect, —

- (a) the previous operation of the said rules or anything duly done or suffered there under, or
- (b) affect any right, liability or obligation acquired, accrued or incurred under the said rules.

Schedule A
(See Rule 4 (3))

Sl. No.	Unskilled
1.	Assistant Dresser
2.	Assistant Gatekeeper
3.	Assistant Hammerman
4.	Assistant Helper
5.	Assistant Jamadar
6.	Assistant Mazdoor
7.	Assistant Valve Man
8.	Assistant Wood Cutter
9.	Attendant
10.	Attender
11.	Bag Carrier
12.	Bajri Spreader
13.	Band Saw, Resaw and Circular Saw Helper
14.	Beater Women
15.	Beldaar
16.	Bell Woman
17.	Borry Man
18.	Breaker (using manual appliances)
19.	Bridge
20.	Bucket Man
21.	Butcher
22.	Calf boy
23.	Calf man
24.	Canteen Server
25.	Caretaker (Bridge)
26.	Caretaker (except in Copper, Chromite and Graphite mines where it is semi skilled)
27.	Carriage man
28.	Carrier
29.	Carrier (Water)
30.	Carrier (Stone)
31.	Cartman
32.	Casual Mazdoor
33.	Cattle Feeder, Hay Feeder
34.	Cattleman
35.	Chain Man
36.	Chattai Mazdoor (Mat Making)
37.	Chowkidar
38.	Cleaner
39.	Coalman
40.	Collecting Loose Fodder
41.	Collecting Stocks Fodder
42.	Concrete Hand Mixer
43.	Condenser
44.	Condenser Attendant
45.	Cook-helper

46.	Coolie
47.	Daffadar
48.	Daily Coolie
49.	Dairyman
50.	Digger
51.	Dismantling stocks
52.	Driver (Bullock, Camel, Donkey, Mule)
53.	Earth Cutter
54.	Excavating Labour
55.	Flag Man
56.	Flagman (Blast Train)
57.	Gang Man
58.	Gardner
59.	Gateman
60.	Grass Cutter
61.	Handleman
62.	Headload Worker
63.	Helper / Watchman
64.	Hole Cutter
65.	Jelly Maker
66.	Jumper Man
67.	Kamin (Female Work)
68.	Khalasi
69.	Lampman
70.	Loader
71.	Lorry Helper
72.	Lorry Trainees
73.	Mazdoor
74.	Mazdoor employed in loading and unloading
75.	Messenger
76.	Muchhers Jamadars
77.	Number Taker
78.	Off Bearer in Dolor Machine
79.	Office Boy
80.	Office Peon / Peon
81.	Over Burden Remover
82.	Petrol man
83.	Quarry Worker
84.	Roller Survey
85.	Sales Assistant
86.	Saw Dust / Waste remover
87.	Searcher
88.	Shunters
89.	Signalman
90.	Stableman
91.	Store-Mazdoor
92.	Strikers
93.	Surface Loader

94.	Surface Mukar
95.	Survey Khalasi
96.	Sweeper
97.	Take off bearer in peeling machine
98.	Tallboy
99.	Title Turner
100.	Trammer
101.	Trolley man
102.	Trolly Triper
103.	Truck Loader and Unloader
104.	Turner
105.	Tying and Carrying loose hay
106.	Under Ground Mukar
107.	Unloader
108.	Vaks Controller
109.	Valve Controller
110.	Waste removing mazdoor
111.	Watchman
112.	Water Carrier
113.	Waterman
114.	Weighing and Carrying bales
115.	Weighman
116.	White Washer
117.	Wooder
118.	Any other categories by whatever name called which are of Unskilled nature

SEMI-SKILLED

Sl. No.	Semi Skilled
1.	Assistant
2.	Assistant (Chowdhary)
3.	Assistant Bamd Saw Operator
4.	Assistant Blacksmith
5.	Assistant Carpenter
6.	Assistant Chef
7.	Assistant Chopper
8.	Assistant Cook
9.	Assistant Driller
10.	Assistant Electrician
11.	Assistant Engine Driver
12.	Assistant Fitter
13.	Assistant Foreman
14.	Assistant Lathe Operator
15.	Assistant Mason
16.	Assistant Mechanic
17.	Assistant Moulder
18.	Assistant Mystery

19.	Assistant Plumber
20.	Assistant Poking Operator
21.	Assistant Sawyer
22.	Assistant Store Keeper
23.	Assistant Supervisor
24.	Assistant Welder
25.	Assistant Wireman
26.	Attendance Keeper
27.	Banker Grade-II
28.	Basket Stitcher
29.	Bearer
30.	Belchawala
31.	Bhisti
32.	Blacksmith Helper
33.	Boatman
34.	Boxnallar
35.	Brander
36.	Break man
37.	Breaker
38.	Breaker (Stone, Rock, Rock Stone, Stone Metal)
39.	Breaker (using Mechanical Appliances)
40.	Bullman
41.	Butler / Cook
42.	Butterman
43.	Cal band maker
44.	Cane Weaver
45.	Canteen Head Supplier
46.	Carpenter Helper
47.	Chainman (Head)
48.	Chargeman
49.	Chargeman Mistry (Head)
50.	Charpoy Stringer
51.	Checker
52.	Classman
53.	Coachman
54.	Cobbler
55.	Composer
56.	Cracker
57.	Crane / Cross saw Helper
58.	Crate Maker
59.	Creaker
60.	Crech Ayah / Ayah / Untrained Crech Attendant
61.	Cross Chain Cutting Operator
62.	Crowlder Man
63.	Cultivator
64.	Daftry
65.	Dandee
66.	Dangel
67.	Delivery Man
68.	Dhobi

69.	Dine man
70.	Dismansar
71.	Dolly man
72.	Drafter
73.	Dresser
74.	Driller (Holes)
75.	Driver (Skin)
76.	Electrical Helper
77.	Electrician (Assistant)
78.	Engine Driver or Feeder
79.	Excavator
80.	Farrier
81.	Feeder
82.	Feller
83.	Ferro man
84.	Fireman
85.	Fitter, Gang Khalasi, Mazdoor Mason permanent way Pump Driver, Turner
86.	Frash
87.	Gang
88.	Gate Keeper
89.	Gharami
90.	Gharmal (Thatcher)
91.	Glassman
92.	Glue Mixer
93.	Glue Operator
94.	Gowala
95.	Grater
96.	Greaser
97.	Greaser (Sprayer)
98.	Greaser-cum-Fireman
99.	Grinder
100.	Hacksaw man
101.	Hammerman
102.	Hand Planning Man
103.	Head Fireman
104.	Head Worker
105.	Helper
106.	Helper (Artisan)
107.	Helper (Artison)
108.	Helper (Blacksmith)
109.	Helper (Locco / Crane / Truck)
110.	Helper (Mason, Carpenter, Blacksmith)
111.	Helper (Sawyer)
112.	Helper (Supervisor)
113.	Hot press Operator
114.	Ironing Workers
115.	Jamadar
116.	Jamadar (Stand)
117.	Jointer Operator
118.	Kasab

119.	Keyman
120.	Khalasi (Head) Survey Rovator Maphoh Gang Supervisor
121.	Khalasi (Structural)
122.	Kinfe Grinder
123.	Kneader (Bakery)
124.	Lab Assistant
125.	Lab Assistant / Warden / Cook
126.	Laboratory Boy
127.	Laboratory Boy Manjhee (Boatman)
128.	Labour (Rock-Cutting)
129.	Labourer (Rock-Cutting)
130.	Lascar
131.	Leaker
132.	Light Man
133.	Loco Trackman
134.	Log loader
135.	Log unloader
136.	Log hawler
137.	Machineman (Soda Factory)
138.	Mali (Head)
139.	Mali (Senior)
140.	Mali Senior
141.	Manjhee (Boatman)
142.	Masalchi
143.	Masalchi P.M. Mates
144.	Mason Helper
145.	Mate
146.	Mate (Blacksmith, Road, Carpenter)
147.	Mate (Stone)
148.	Mate (Store)
149.	Mate Mistry
150.	Mate / Jawabdar
151.	Mate / Mistry
152.	Mazdoor (Heavy Weight)
153.	Mazdoor (Literate)
154.	Mazdoor Mason
155.	Mechanic Helper
156.	Mechanical / Tower / Winch Operator
157.	Miner
158.	Mistri (Head)
159.	Muccadam
160.	Muccadam (without competency certificate under Metalliferous Bulldozer Driver Mines Regulations, 1961)
161.	Nalband
162.	Night Guard
163.	Oiler
164.	Oilman
165.	Packer
166.	Packing Case Saw Operator

167.	Parash
168.	Permanent Way
169.	Pintsman
170.	Planning Machine Operator
171.	Ploughman
172.	PM mates
173.	Points man, Seacunny
174.	Pump Attendant
175.	Pump-Driver, Turner
176.	Quarry Operator
177.	Quarryman
178.	Raft Man
179.	Rope man
180.	Runner (Post Dak)
181.	Salesman
182.	Sanding Operator
183.	Saw Grinder
184.	Scouter Grahast cutter
185.	Seacunny
186.	Shop Assistant
187.	Solicer Operator
188.	Sr. Attendant
189.	Sr. Chowkidar
190.	Sr. Khalasi
191.	Sr. Mazdoor
192.	Stable, Yard Stock
193.	Stocker
194.	Stockers and Boiler man
195.	Stoneman
196.	Store Man
197.	Studio Assistant
198.	Supplier
199.	Switch Board Attendant
200.	Tea Maker
201.	Thatcher
202.	Thombamman (Spade Worker)
203.	Tindals
204.	Topas
205.	Topaz
206.	Topkar (Big Stone Breaker)
207.	Trimer BDS / Jawabdar Circular Saw Tip Saw / Trolley Saw / Band Saw
208.	Untrained Mate / Mining Mate / Mate without Competency certificate Under Metalliferous Mines Regulations, 1961
209.	Valveman
210.	Vaneer or Plywood Sorter
211.	Vaneer Training Operator
212.	Vtackers
213.	Warden / Cook

214.	Washerman (Laundries)
215.	Winchman
216.	Wire Cutter
217.	Wireman (Radio & Electrical)
218.	Wireman fixing tin cables
219.	Any other categories by whatever name called which are of a Semi-Skilled nature.

SKILLED

Sl. No.	Skilled
1.	100 HP Jeep / Car Driver
2.	Account Clerk
3.	Accountant Grade-II
4.	Accounts Clerk
5.	Air Compressor Attendant
6.	Air-Conditions Mechanic
7.	Airline Haulage Operator
8.	Armature Winder Grade-II and III
9.	Artificer (Class-II, III, IV)
10.	Assistant (Farm)
11.	Assistant Boiler Tindal
12.	Assistant Machine
13.	Assistant Manager
14.	Assistant Mistry
15.	Assistant Motor Mechanic
16.	Assistant Operator
17.	Assistant Photographer
18.	Assistant Radio Operator
19.	Assistant Tractor Driver (Upto 50 HP)
20.	Auto Electrician
21.	B. I. M Muccadam (Head)
22.	B. I. M. Modeller
23.	Baker
24.	Barber
25.	Bhandari
26.	Bill Collector
27.	Blacksmith
28.	Blaster
29.	Blaster / Shot-firer
30.	Boatman (Head)
31.	Boiler Attendant

32.	Boiler Attendant Pump
33.	Boiler Foreman Grade II
34.	Boiler Man (with Certificate)
35.	Boiler Tindal
36.	Boilerman
37.	Boilerman Grade II and III
38.	Bookkeeper
39.	Boreman
40.	Borer
41.	Brick Layer
42.	Cabin Maker
43.	Cabin Maker (Motor boat Seacununny and Engine Driver upto 90 HP Engine)
44.	Cabinet Maker
45.	Cane man
46.	Carpenter
47.	Cashier
48.	Celotex
49.	Checkder (Junior)
50.	Cheeper
51.	Chef
52.	Chemist and Assistant / Chemist
53.	Chick Maker
54.	Chickman
55.	Chipper
56.	Chipper-Cum-Grinder
57.	Chocker (Junior)
58.	Chowdhary
59.	Chowkidar (Head)
60.	Clerk
61.	Coir Maker
62.	Colatax Cutter
63.	Compressor Attendant
64.	Compressor Driller
65.	Compressor Driver
66.	Compressor Operator
67.	Computer Operator
68.	Computer / Data Entry Operator
69.	Concrete Mixer Operator
70.	Concrete Mixture Mixer
71.	Concrete Mixture Operator
72.	Cook

73.	Cook (Head)
74.	Cook Grade-II
75.	Coremaker
76.	Crane Operator
77.	Crech Attendant (only in Magnesite, Manganese and Mica Mines)
78.	Crusher Operator
79.	Cutter
80.	Cutter Maker Chargeman (Class II and Class III, Carpenter Ordinary)
81.	Diesel Engine Operator
82.	Diesel Mechanic
83.	Dispensary Attendant
84.	Distemper
85.	Dozer Operator
86.	Drafts Man
87.	Dresser (Mica)
88.	Drill Mechanic
89.	Driller
90.	Driller (Well Boring)
91.	Driver
92.	Driver (Engine Static Stone Crusher, Tractor / Bull Dozer, Steam Road Roller, Water Pump, Mechanical Assistant, Road Roller, Mechanical, Steam Crane, Tractor with Bull Dozer Mechanical, Transport, Engine Static and Road Roller Boiler Attendant)
93.	Driver (Engine Tractor, M. T. Motor)
94.	Driver (Loco / Truck)
95.	Driver (Roller)
96.	Driver Auto
97.	Driver Motor Vehicle
98.	Driver Motor Vehicle Selection Grade Motor Lorry Gr. II Diesel Engineer Gr II Mixer Mechanical Road roller
99.	Driver Motor Vehicle, Selection Grade Motor Lorry Grade-II/Diesel Engine Grade-II
100.	Driving Pantooms with Boiler
101.	Dumper Tractor Operator
102.	Electrician
103.	Engine Driver
104.	Engine Operator (Stone Crusher Mechanical)
105.	Engineman
106.	Ferro Printer-cum-Chairman
107.	Ferry Driver
108.	File Clerk
109.	Fire man only in Mines
110.	Fitter
111.	Foreman

112.	Gas Welder
113.	Generator Operator
114.	Geologist
115.	Gharami (Head)
116.	Glazier
117.	Godown Keeper
118.	Goldsmith
119.	Grazier
120.	Handhole Driller
121.	Haulage Operator
122.	Head Chowkidar
123.	Head cook
124.	Head Jawabdar
125.	Hindi Translator
126.	Hoist Operator
127.	Hole Driller (Blasting)
128.	IMCE Driver
129.	Issuer Loco
130.	Jointer
131.	Lathe Mistry
132.	Lathe Operator
133.	Librarian
134.	Limco Loader Operator
135.	Line Man
136.	Loader Operator
137.	Loading Foreman
138.	Loco Driver
139.	M. C. Clerk
140.	Machinehand
141.	Machineman
142.	Machinery Attendant
143.	Magazine Clerk
144.	Mahout
145.	Manson (Gharami)
146.	Mason
147.	Mason (Mistry, Stone, Stone CL. II, Brick work, Stone work, Brick Layer, Title Flooring, BIM Muccadam, Head Stone Cutting Ordinary)
148.	Mate Grade I (Senior)
149.	MC Clerk
150.	Mechanic
151.	Mechanical Assistant (Road Roller)
152.	Mechanist

153.	Meteorological Observer Navghani
154.	Meter Reader
155.	Mica Cutter Grade
156.	Midwife
157.	Milk Writer
158.	Mining Engine Driver
159.	Mining Mate (with competency certificate under Metalliferous Mines Regulations, 1961)
160.	Mistry
161.	Mistry (Head)
162.	Mistry (Stell, Tube-Well, Telephone)
163.	Motor Boat Seacunny and Motor Boat Engine Driver (upto 65 HP and other persons employed in Skilled-A Category)
164.	Motor Lorry
165.	Motor Vehicle Selection Grade
166.	Moulder
167.	Moulder (Brick / Tile)
168.	Muccatam (with Competency Certificate under Metalliferous Mines Regulations, 1961).
169.	Munshi
170.	Munshi (Matriculate/Non-Matriculate)
171.	Muster Writer
172.	Navhani
173.	Operator (Batching Plant, Cinema Project, Clamp Shelf, Compressor, Grane, Dorrack, Diesel Engine, Doser, Draggling Drill Dumber, Excavator, Fork Lift Generator, Grader, Jack Hammer and Payment breaker Loader, Pump, Pile Driving, Scrapper, Screening Plant, Shoal, Tractor, Vibrator, Weight Batcher, Railway Guards, Repairer (Battery)
174.	Operator (Fitter)
175.	Operator (Stone Crusher Mechanical)
176.	Operator (Tube Well)
177.	Operator Pneumatic Tools, Operator (Fitter)
178.	Ordinary Machanics
179.	Painter
180.	PE Driver
181.	Pipe Fitter
182.	Plasterer
183.	Plumber
184.	Plumber-cum-Fitter
185.	Plumbing Mistry
186.	Polisher
187.	Pooling Operator
188.	Power and Pump House Operator
189.	Power Shovel Operator
190.	Pump (Engine Driver)
191.	

192.	Pump Attendant only in Gypsum, Barytes and Rock Phosphates
193.	Pump Operator / Driver
194.	Pumpman
195.	Railway Guards
196.	Railway Plate Layer
197.	Ratan Man
198.	Record Keeper
199.	Register Keeper
200.	Repairer (Battery)
201.	Rivet Cutter (Assistant)
202.	Rivetter
203.	Road Finder
204.	Road Inspector, Railway Plate Layer
205.	Road Roller Driver
206.	Rod Bender
207.	Sales Agent
208.	Salesmen
209.	Salesmen (Drug & Chemist)
210.	Sarang
211.	Sawyer
212.	Security Guard (Unarmed)
213.	Senior Mechanic
214.	Serangpile
215.	Shampaman
216.	Shapes man
217.	Sharper / Skotter
218.	Sharper / Slotter
219.	Shift Incharge
220.	Shovel Operator
221.	Sirdhar Lathe Man
222.	Skilled Mazdoor
223.	Sprayer
224.	Sprayman
225.	Sr. Miner
226.	Sr. Turner
227.	Sr. Valveman
228.	Sr. White Washer
229.	Station Master
230.	Stationery Engine Attendant
231.	Stenographer
232.	Stone Blasterer

233.	Stone Chisler
234.	Stone Crusher Operator
235.	Stone Cutter
236.	Stone Plasterer
237.	Store Attendant
238.	Store clerk
239.	Store Issuer
240.	Store Keeper
241.	Store Leisure
242.	Sub-Overseer (Unqualified)
243.	Super Foreman
244.	Supervisor
245.	Supervisory Fireman
246.	Supervisory Mechanic
247.	Surface Supervisor
248.	Surveyor
249.	Tailor
250.	Tailor (Upholstery)
251.	Tally Clerk
252.	Tar Sprayer
253.	Tarman
254.	Tea Maker
255.	Teachers / Librarian / Physical Education Teacher
256.	Technician (Music Instruments)
257.	Telephone Operator
258.	Telex or Telephone Operator
259.	Teller Clerk
260.	Tiller
261.	Timber Man / Timber Mistry
262.	Timekeeper
263.	Tin Smith
264.	Tinker
265.	Tool Keeper
266.	Trace Examiner
267.	Traceman
268.	Tracer
269.	Tractor Driver
270.	Tractor Operator
271.	Trades-Man
272.	Trailors
273.	Train Examiner

274.	Train Sprayer
275.	Tub Repairer
276.	Turner / Miller
277.	Typist
278.	Tyre Vulcaniser
279.	Upholsterer
280.	Vehicle Driver
281.	Welder
282.	Well Sinker
283.	Winding Engine Driver
284.	Wireless Operator
285.	Wireman
286.	Wood Cutter
287.	Work Assistant
288.	Work Mistry
289.	Work Munshi
290.	Work Munshi (Subordinate)
291.	Work Sircar
292.	Any other categories by whatever name called which are also of a Clerical and Skilled nature.

HIGHLY SKILLED

Sl. No.	Highly Skilled
1.	Accountant
2.	Air Conditioning Mechanic
3.	Armature
4.	Artificer
5.	Artist / Painter
6.	Boiler Charge Man
7.	Boiler Foreman
8.	Boilerman Grade I
9.	Brick Layer Class I
10.	Cabin Maker (Motor boat Seacunny and Engine Driver above 90 HP)
11.	Cable Jointer
12.	Carpenter Class I
13.	Chargeman Class I
14.	Charper / Sletter Grade I
15.	Checker (Senior)
16.	Clamp Shell Grade I
17.	Compounder
18.	Compressor Grade I
19.	Crane Grade I
20.	Diesel Mechanic (Grade I and Road Roller Grade I)

21.	Dozer Grade I
22.	Drag Liner Grade I
23.	Drill Operator (other than Jack Hammer)
24.	Driller Grade I
25.	Driver (Heavy Vehicles)
26.	Dumper Grade I
27.	Electrical Supervisor with Competency Certificate
28.	Excavator Grade I
29.	Fitter (Grade I, Pipe Class I)
30.	Foreman (Assistant)
31.	Fork Lift Operator Grade I
32.	Generator Operator Grade I
33.	Grader Grade I
34.	Grinder (Tool) Grade I
35.	Head Electrician
36.	Head Mechanic
37.	Head Mistry
38.	In charge of Watch and Ward
39.	Leader Grade I
40.	Line Man Grade I
41.	Machine Operator
42.	Machine Tool Mechanic
43.	Machineman (Class I)
44.	Manager
45.	Mason (Class I)
46.	Mason (Skilled Grade I, Class I)
47.	Mason (Skilled)
48.	Mast Bogger mechanical Class I and Class II
49.	Mast Rig
50.	Mechanic (Head or Electrician)
51.	Mechanic (Senior)
52.	Mechanic Class I and Class II
53.	Mechanical / Plant Foreman
54.	Mining Supervisor
55.	Mistry (Air Conditioning)
56.	Mistry Grade I
57.	Motor Mechanic
58.	Operator (Batching Plant / Compressor / Excavator / Forklift / Generator / Screening Plant / Shovel / Drilling Tractor / Vibrator / Rigger)
59.	Operator (Heavy Earth Moving Shovel and Bulldozer)
60.	Overseer
61.	Photographer
62.	Pile Driver
63.	Polisher (with Sprayer)
64.	Principal / Headmaster / Headmistress
65.	Pump Class Electrician
66.	Qualified and Experienced Welder

67.	Radio & Electronic Mechanic
68.	Road Inspector Grade I
69.	Road Roller Mechanic
70.	Sawyer Class I
71.	Scrapper Grade I
72.	Security Guard (Armed)
73.	Sharper / Sletter
74.	Shift-in-Charge
75.	Spray Painter
76.	Sr. Blacksmith
77.	Sr. Carpenter
78.	Sr. Chef
79.	Sr. Cook
80.	Sr. Engine Driver
81.	Sr. Foreman
82.	Sr. Plasterer
83.	Sr. Plumber
84.	Sr. Stenographer
85.	Sr. Supervisor
86.	Sr. Surveyor
87.	Sr. Tractor Driver
88.	Sr. Winding Engine Driver
89.	Staff Nurse with Diploma
90.	Stone Chisler Class I
91.	Stone Cutter Grade I
92.	Store In charge
93.	Sub- Overseer
94.	Tiler Class I
95.	Tinsmith Grade I and Class I
96.	Tradesman Class I
97.	Trailer Class I
98.	Turner / Miller Grade I
99.	Tyre Valcaniser Gr. I
100.	Underground Shift Boss
101.	Upholsterer Grade I
102.	Varnisher Class I
103.	Vibrator Grade I
104.	Vocational Training Instructor / Vocational Training Teacher
105.	Welder (Gas) Class I
106.	Welder-Cum-Fitter and Air Conditioning Mechanic
107.	White Washer Class I
108.	Wireman Grade I
109.	Wood Cutter Class I
110.	Work Assistant Grade-I
111.	Any other categories by whatever name called which are of a Highly Skilled nature.

FORM – II

(See sub- rule (1), rule 40)

**BEFORE THE AUTHORITY APPOINTED UNDER SUB-SECTION 5 OF SECTION 45 OF
THE CODE ON WAGES, 2019 (29 OF 2019)**

For Area

Application No. of 20.....

Between and (number) other applicant(s)

(Through employees concerned or registered trade union or Inspector-cum-Facilitator)

Address

.....

..... – Applicant(s)

vs

Address

.....

..... – Opponent(s)

The application states as follows:

- (1) The applicant(s) whose name(s) appear in the attached schedule was / were / has / have been employed from to as (category) in (establishment's name). Shri / Ms. (name) engaged in (nature of work) which is / are covered by the Code on Wages, 2019.
- (2) The opponent(s) is / are the employer(s) within the meaning of Section 2 (l) of the Code on Wages, 2019.
- (3) The complaints are;
 - a. The applicant(s) has / have been paid wages at less than the minimum rates of wages fixed for their category / categories of employment(s) under the Code by Rs. per day for the period(s) from..... to.....
 - b. The applicant(s) has / have not been paid wages at Rs. per day for the weekly days of rest from to.....
 - c. The applicant(s) has / have not been paid wages at overtime rate(s) for the period from..... to.....
 - d. The applicant(s) has / have not been paid wages for the period from.....to
 - e. Deductions have been made which are in contravention of the Code, from the wage(s) of the applicant(s) as per details specified in the annexure appended with this application.
 - f. The applicant(s) has / have not been paid minimum bonus for the accounting year.....

- g. The applicant(s) has / have not been paid wages at rates equal to those of workers of the opposite sex for the same work or a work of similar nature from the period from.....to.....
- (4) The applicant(s) estimate(s) the value of relief sought by him / them on each amount asunder:
- a. Rs.
 - b. Rs.
 - c. Rs.
 - d. Rs.
 - e. Rs.
 - f. Rs.
 - g. Rs.

Total Rs.

- (5) The applicant(s), therefore, pray(s) that a direction may be issued under Section 45 (2) of the Code on Wages, 2019 for;
- a. Payment of the difference between the wages payable under the Code and the wages actually paid
 - b. Payment of remuneration for the days of rest
 - c. Payment of wages at the overtime rates
 - d. Payment of delayed wages
 - e. Payment of illegally deducted wages
 - f. Payment of a minimum bonus for the accounting year
 - g. Payment of the difference between the wages paid to those of workers of the opposite sex for the same work or a work of similar nature
 - h. Compensation amounting to Rs.

The applicant(s) do hereby solemnly declare(s) that the facts stated in this application are true to the best of his / their knowledge, belief and information.

Date:

Place:

Signature or thumb-impression of the employed person(s) or official of a registered trade union duly authorized or Inspector- cum-Facilitator.

Note: The applicant(s), if required, may append annexure containing details, with this application.

FORM – III

[See sub- rule (2) of rule 40]

NOTICE

**FORM OF NOTICE TO THE OPPONENT TO APPEAR BEFORE THE AUTHORITY
WHEN AN APPLICATION UNDER SUB-SECTION (5) OF SECTION 45 IS
ENTERTAINED**

To,

Address

.....

..... – Opponent(s)

Whereas,..... has made above said application to me under the Code on Wages, 2019 (Central Act No. 29 of 2019) you are hereby summoned to appear before me in person or by a duly authorized agent, able to answer all material questions relating to the application, or who shall be accompanied by some person able to answer all such question on the (date) at (time) at (place) to answer the claim and as day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence & all the documents upon which you intent to reply in support of your defense.

Take note that in default of your appearance on the day before mentioned, the application will be heard and determined in your absence.

Date:

Place:

Signature & Seal of the Authority under
the Code on Wages, 2019

FORM – IV

(See sub-rule (1) of rule 41)

**APPEAL UNDER SECTION 49(1) OF THE CODE ON WAGES, 2019
BEFORE THE APPELLATE AUTHORITY UNDER THE CODE ON WAGES, 2019**

Address

..... – Appellant(s)

vs

Address

..... – Respondent(s)

DETAILS OF APPEAL:

1. Particulars of the order against which the appeal is made:

- a) Order No.& Date:
 - b) The authority who has passed the impugned order:
 - c) Amount awarded:
 - d) Compensation awarded, if any:
2. Facts of the case:

----- (Give here a concise statement of facts in chronological order, each paragraph containing as nearly as possible a separate issue or fact).

3. Grounds for appeal:

4. Matters not previously filed or pending with any other Court or any Appellate Authority:

The appellant further declares that he had not previously filed any appeal, writ petition or suit regarding the matter in respect of which this appeal has been made, before any Court or any other Authority or Appellate Authority nor any such appeal, writ petition or suit is pending before any of them.

5. Reliefs sought:

In view of the facts mentioned above the appellant prays for the following relief (s):-
[Specify below the relief(s) sought]

6. List of enclosures:

a), b), c)

Date:

Place:

Signature of the Appellant

For office use

Date of filing
or

Date of receipt by post

Registration No.:

Authorized Signatory

FORM – V

[See sub-rule (2) of Rule 41]

NOTICE

**(FORM OF NOTICE TO THE OPPONENT TO APPEAR BEFORE THE AUTHORITY
WHEN AN APPEAL MADE UNDER SUB-SECTION (1) OF SECTION 49 IS
ENTERTAINED)**

To,

Address

.....

..... – Opponent(s)

Whereas,has made above said appeal to me under the Code on Wages, 2019 (Central Act No. 29 of 2019) you are hereby summoned to appear before me in person or by a duly authorized agent, able to answer all material questions relating to the application, or who shall be accompanied by some person able to answer all such question on the (date) at (time) at (place) to answer the claim and as day fixed for the appearance is appointed for the final disposal of the application, you must be prepared to produce on that day all the witnesses upon whose evidence & all the documents upon which you intent to reply in support of your defense.

Take note that in default of your appearance on the day before mentioned, the application will be heard and determined in your absence.

Date:

Signature & Seal of the Appellate Authority
under the Code on Wages, 2019

Place:

FORM – VI
[See Sub-Rule (3) of Rule 42]
EMPLOYEE REGISTER

Name of the Establishment :

Name of the Employer :

Name of the Owner :

PAN / TAN of the Employer :

Labour Identification Number (LIN) :

Sl. No.	Employee Code	Name	Surname	Gender	Father's / Spouse Name	Date of Birth	Nationality	Education Level	Date of Joining	Designation	Category (HS/S/SS/US)*	Type of Employment
1	2	3	4	5	6	7	8	9	10	11	12	13

Mobile No.	UAN	PAN	ESIC IP No.	AADHAAR	Bank A/c Number	Bank	Branch (IFSC)	Present Address	Permanent Address
14	15	16	17	18	19	20	21	22	23

Service Book No.	Date of Exit	Reason for Exit	Mark of Identification	Photo	Specimen Signature / Thumb Impression	Remarks
24	25	26	27	28	29	30

* (Highly Skilled / Skilled / Semi-skilled / Unskilled)

FORM – VII

(See Rule 43)

WAGE SLIP

Date of Issue:

Name of the Establishment: Address:

Period:

1. Name of employee :
2. Father's / Spouse name :
3. Designation :
4. UAN :
5. Bank Account No. :
6. Wage Period :
7. Rate of wages payable: a) Basic b) D. A. c) Other Allowances
8. Total Attendance / unit of work done :
9. Overtime Wages :
10. Gross Wages Payable :
11. Total deductions : a) PF b) ESI c) Others
12. Net Wages Paid :

Signature of the Employer / Pay-in-Charge

FORM – VIII

[See sub-rule (1) of Rule 46]

APPLICATION UNDER SUB-SECTION (4) OF SECTION 56 FOR COMPOSITION OF OFFENCE

1. Name of applicant :
2. Father's /Spouse name :
3. Address of the applicant:
4. Particulars of the offence :
5. Section of the Code under which the offence is committed :
6. Maximum fine provided for the offence under the Code :
7. Whether prosecution against the applicant is pending or not :
8. Whether the offence is first offence, or the applicant had committed any other offence prior to the offence. If yes, then, full details of the prior offence.
.....
.....
9. Any other information which the applicant desires to provide
.....
.....

Place:
Dated:

Applicant
(Name and signature)

By order and in the name of Lieutenant Governor (Administrator) of Andaman and Nicobar Islands

**Sd./-
Additional Secretary (Labour)**