

Compliance Inspection under The Contract Labour (Regulation and Abolition) Act, 1970

**INSPECTION REPORT UNDER CONTRACT LABOUR (R&A) ACT, 1970
IN CASE OF PRINCIPAL EMPLOYER**

Inspection by Team	
Labour Officer-cum-Conciliation officer, Labour Inspector	
Date and Time of Inspection	
Name and address of the Establishment/ Factory	
Name and address of the Manager	
Name and designation of the Person found Incharge at the time of inspection	
No. of workers on roll	Male _____ Female _____ Total _____

OBSERVATION MADE DURING THE COURSE OF INSPECTION

1.	Whether the Contractor has obtained Licence? If so, give Licence No. and date (Section 12/Rule-21)	
2.	Whether Licence needs any amendment because of change in workers strength? (Section 14/Rule 28)	
3.	Whether Licence has been got renewed within prescribed time? (Section 13/Rule 29)	
4.	Whether the number of workers engaged by the Contractors are not more than the number of workers for which Licence has been obtained?	
5.	Whether the workers engaged on contract basis are deployed on jobs for which the Licence obtained?	
6.	Whether the contract has made available the benefits of Employees' Provident Fund and Employees State Insurance Act to the Contract Labour in case such benefits are available to the workers of that area?	
7.	Whether the employment of Contract Labour is not prohibited in respect of Establishment under Section 10 of the Act?	
8.	Whether there is any discrimination in the wage of men and women	

	workers for equal and same nature of work?	
9.	Whether the Contractor is employing with the conditions specified in the Annexure attached to the Licence in terms of Rule-25 of the Rules framed under the Act?	
10.	Whether separate Latrines and Urinals as per scale for male and female workers under covers and partitioned with notice of language/figure provided by the Contractor? (Section 18/ Rule 51 to 57/ Rule 40(1)).	
11.	Whether Washing facilities separate for male and female workers provided by the contractor? (Section 18/Rule 57/Rule 40(1)).	
12.	Whether First Aid Boxes at the scale of one box for 150 contract labour readily accessible during working hours distinctly gourd containing requisite equipments under the charge of responsible trained person provided by the Contractor? (Rule 58 to 62/Rule 40(1))	
13.	Whether Rest Room or any other suitable alternative accommodation duly maintained for contract labour on duty at night provided by the Contractor? (Section 17/Rule 41(1)(5)/Rule 41(2))	
14.	Whether separate Room for women workers provided? (Rule 41(3))	

15.	Whether Canteen (in case of 100 contract labour) consisting of one dining, hall, kitchen, store-room and pantry and washing facilities etc. provided? (Section 2/Rule 42 to 50)	
16.	Whether wage period is fixed by the Contractor? (Rule 63).	
17.	Whether wages are being paid by 7 th of month? (Rule 65).	
18.	Whether a notice showing the wage period and the place and time of disbursement of wages displayed at the place of work and a copy of the same is delivered to the Employer? (Rule 70)	
19.	Whether disbursement of wages was being made in the presence of any authorised representative of the Principal Employer? (Rule 71)	
20.	Whether entries denoting the time and place of wages and payment actually made in the Register of Wages were being made? (Rule 72(1))	
21.	Whether notice of commencement of contract work is being sent to the Inspector of the area in Form-6A within time limit prescribed?	
22.	Whether the Register of contractors and the progress of contract work in Form-8? (Rule 73)	
23.	Whether the Register in Form-9 of workman employed by the contractor is maintained?	

	(Rule 75(1))	
25.	Whether service certificate in Form-11 is being issued to the workers who left services?	
26.	Whether Wages Slips in form-15 are being issued to the workers? (Rule 77(2)(6))	
27.	Whether notices of (Rule of Wages, Hours of work, Wages period, Date of payment of wages, Name and address of the Labour Inspector, Date of payment of unpaid wages displayed at conspicuous place by the Contractor? (Section 29/Rule 80(1))	
28.	Whether Half Yearly Return set to the Licencing Officer in Form-20 (in duplicate)? (Section 30/Rule 81(1))	
29.	Whether the Copy of Licence displayed at the premises?	
30.	Whether the payment is being made to the contract labour in the presence of representative of the Principal Employer?	
31.	Whether the following Registers are being maintained by the Contractors? (i) Muster Roll in Form-12. (ii) Wages Register in Form-13. (iii) In case the wage period is fortnight or less than Muster Roll-cum wage Register in Form-14 (Rule 77(2)(1). (iv) Register of deductions for	