



SGC SERVICES PVT.LTD.

UPDATES ON LABOUR LAW – NOVEMBER' 2017

S.No.	Statute (Act)	Type of Update.	Summary	Notification/Circular / Amendment Date
1.	PF Act	Revised Procedure for Auto transfer of Accounts	The notification issued by EPFO in reference to the auto transfer of Provident Fund from previous employer to the new employer has been activated with the linking of UAN Number as per the Annexure 1:-	15 th November'2017
2.	PF Act	Compliance of Senior citizen welfare fund rules,2016.	As per the circular issued by the EPFO any unclaimed Provident Fund amount for a period of Seven years from the date it becomes inoperative shall be transferred to Senior Citizen Welfare Fund as per the Annexure 2:-	13 th October'17
3.	Minimum Wages Act,1948	Chandigarh Revision in DA Effective from 1 st October'2017	The notification of Minimum Wages of Chandigarh had come into force effective from 1 st October'2017 as per the Annexure 3:-	10 th November'2017
4.	Minimum Wages Act,1948	Kerala Consumer Price Index revised	The notification of Kerala Consumer Price Index numbers revised under the Minimum wages Act,1948 for the month of September'17 as per the Annexure 4:-	18 th November'2017





5.	<i>Shops and Establishment Act</i>	<i>Changes under the Puducherry Shops And Establishment Act</i>	<i>In exercise of the powers conferred by subsection(7) of Section 2 of the Puducherry Shops and Establishments Act, 1964 the governor of puducherry declared the listed establishments in the notification under the purview of Act as per the Annexure 5:-</i>	<i>27th October'2017</i>
6.	<i>e-Labour portal, Labour Department Punjab</i>	<i>Single Online Annual Return filing under various legislations in Punjab</i>	<i>Labour department of Punjab vide notification dated October 26, 2017 has launched new online portal (www.pblabour.gov.in) for filing annual returns for all the establishment under various labour laws as per the Annexure6:-.</i>	<i>26th October'2017</i>



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Annexure:1

WEB CIRCULATION ONLY



Telephone: 011-26163246
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कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
श्रम एवं रोजगार मंत्रालय भारत सरकार
Ministry of Labour & Employment, Govt. Of India
मुख्यकार्यालय/Head Office
भविष्य निधि भवन, 14-भिकाजी कामा प्लेस, नई दिल्ली - 110066
Bhavishya Nidhi Bhawan, 14-Bhikaji Cama Place, New Delhi-110066
Website : www.epfindia.gov.in

No. IS/4(1)2017/2715

Date: 15 NOV 2017

To,
All ACCs in charge of Zones
All RPFC-I/RPFC-II
In-charge of Regional Offices

Sub: Revised Procedure for Auto-Transfer of Accounts – Functionality in Unified Portal / Application Software – regarding.
Ref: Head Office Circular no. Manual/Amendment/2011/13326 dated 20 Sept 2017 (placed at S. No. 324 in Office Orders/Circulars Section in EPFO website).

With reference to above circular, it is to inform that the necessary functionality required to carry out Auto Transfer of Accounts of a member on change of employment has been launched in Unified Portal/ EPFO Application Software.

- Members satisfying the following preconditions and whose UAN and Aadhaar number is entered and matched by the present employer against the existing details as available against the UAN would be marked for auto transfer:
 - The Aadhaar number of the member must have been seeded and verified against the UAN at the previous establishment level.
 - Member's details like Date of Joining, Date of Exit and Reason of Exit should be available in respect of previous employment.
 - UAN is activated and Mobile number is available.
 - An auto-transfer would be initiated once first payment in respect of the new employee is received from the present employer against the UAN flagged for auto-transfer.
- SMS and e-mail (if registered) will be sent to the member once the transfer is auto initiated.

3. The member can request to stop the auto initiated transfer either online using the "Stop Auto Initiated Claim Cases" functionality provided in the "Track Claim Status" link under "Online Services" tab in the Member Portal or through present employer or by approaching the nearest EPFO office within an outer limit of 10 days of receipt of SMS informing the member of auto initiation of transfer request at Unified Portal.

4. The request received from the member to stop the auto initiated transfer can be processed by the concerned field office using the functionality made available in FO Interface under tab "Online services" → "Stop Auto-transfer Request" by furnishing the UAN and pressing the "Get Details" button. The details of auto initiated transfer, if any, will be displayed with an option to stop the same. Due diligence should be exercised in processing such stop requests.

5. In case the request to stop the auto initiated transfer against a given UAN is not received within the stipulated 10 days from either of the member, Field Office or Employer Interfaces under Unified Portal and the member contribution is deposited by the present employer and the same is reconciled, the actual transfer claim will be generated and made available in concerned field office for further processing like any other transfer claim using EPFO application software.

Yours faithfully,



(K V Sarveswaran)

Addl. Central P.F Commissioner (HQ-IS)

Copy to:-

- 1) PS to CPFC for information
- 2) RPFC (NDC): With a request to upload on the website.
- 3) RPFC (Helpdesk) to brief the helpdesk personnel on the above.

UAN linking and AUTO Transfer Claim Rules

Employer declares that member has no UAN and requests for allocation of a new UAN for registering a member:

Following scenarios can exist:

1. AADHAAR provided by employer already exists in verified from UIDAI state either in the UAN repository or in Member KYC table
Systems response: Display the UAN that is being linked to the AADHAAR.
2. AADHAAR provided by employer already exists as unverified/pending in the UAN repository or Member KYC table.
Systems response: Verify AADHAAR from UIDAI against the existing UAN in system if the status is unverified and if all three values Name, DOB and Gender are available. If any of the three values Name, DOB and Gender are not available, allocate a fresh UAN if AADHAAR verification against the fresh data provided by the employer is successful.
If all three values Name, DOB and Gender are available in system and AADHAAR verification results in success, display the UAN. If verification results in failure with the data present in system, allocate new UAN, if AADHAAR verification against the fresh data being provided by the employer is successful.
3. AADHAAR provided by employer does not exist in the UAN repository or Member KYC table.
Systems response: Allocate UAN if AADHAAR gets verified.

Employer declares that member has a UAN and registers the member with the UAN:

The initial search will be with respect to UAN in UAN repository. Once the UAN is found then the following scenarios arise.

1. DOB, AADHAAR and Name are present in the system either in UAN repository or Member KYC table against the provided UAN and match with the Name, DOB and AADHAAR being provided by employer against the same UAN
Case (a) The AADHAAR status against the UAN is not verified in UAN repository or Member KYC table against the provided UAN:
Systems response: Reverification of AADHAAR will take place with the data available in UAN repository against the UAN. If verified initiate UAN linking and initiate Auto Claim. If failed, initiate UAN linking, however, do not initiate Auto Transfer. System will display the Name, Date of Birth, Gender and AADHAAR as available in Unified Portal and proceed with allowing the employer to fill the other joining details of the member.
Case (b) The AADHAAR status against the UAN is verified in UAN repository or Member KYC table against the provided UAN.
Systems response: Reverification of AADHAAR will take place with the data available in UAN repository against the UAN. If verified initiate UAN linking and initiate Auto Claim. If failed, initiate UAN linking, however, do not initiate Auto Transfer. System will display the Name, Date of Birth, Gender and AADHAAR as available in Unified Portal and proceed with allowing the employer to fill the other joining details of the member.
2. Name and DOB matches however no AADHAAR is present against the provided UAN in UAN repository or Member KYC table in the system.
Systems response: Verify AADHAAR provided by member against the information available in system. If verification results in success initiate UAN linking, however do not initiate Auto Claim, seed the AADHAAR against the UAN in UAN repository. If verification fails, initiate UAN Linking however do not seed AADHAAR

being provided by employer and do not initiate Auto Claim. System will display the Name, Date of Birth , Gender and AADHAAR as available in Unified Portal and proceed with allowing the employer to fill the other joining details of the member.

3. If any among DOB, Name or AADHAAR does not match with the one present against the provided UAN in UAN repository or Member KYC table in the system.

Systems response: System will display the Name, Date of Birth, Gender and AADHAAR as available in Unified Portal along with an appropriate error message, stating that Name/DOB/AADHAAR does not match with information available in system, and it will not allow proceeding.

Note: For UAN linking System should check for a minimum of UAN, Name and DOB match with the data available in system, however for Auto claim in addition to the above it should check for AADHAAR match provided the AADHAAR verification status against the existing UAN is verified.

1. Eligibility criteria for Auto-Transfer Request (checked at the time of UAN linking):

- 1.1. In point no. 1 of Linking Process, where employer declares that member has a UAN and registers the member with the UAN, system checks the AADHAAR is present against the provided UAN in UAN repository or Member KYC and its status is verified in reverification.
- 1.2. All previous employment details of linked UAN have Date of Joining available.
- 1.3. Present and/or Previous establishment are un-exempted.

- a. If above criteria is **not satisfied** during linking:
The cases will be invalid for auto-transfer claim and displayed in Employer Interface for information.
- b. If above criteria is **satisfied**:
Auto-Transfer Request is generated for Linked MID's against UAN and will be considered eligible for initiating Auto-Transfer Claim. A SMS and Email will be sent to the member on his/her UAN registered Mobile Number and Email-Id on next day of linking.

Notification for Initiated Auto-Transfer Request:

Content of SMS:

A auto transfer claim for transferring your EPF accumulations from <<Previous Establishment Name>> to <<Present Establishment Name>> has been considered against UAN <<UAN>>. If this transfer does not belong to you, it can be stopped claim within 10 days of date of linking(<<Linking Timestamp>>)by login to <https://unifiedportal-mem.epfindia.gov.in/memberinterface> or contact your employer /concerned EPFO field office.

Content of Email:

Subject:-AUTO TRANSFER CLAIM

Body:

Dear Sir/Madam,

A auto transfer claim for transferring your EPF accumulations from <<Previous Establishment Name>> to <<Present Establishment Name>> has been considered against UAN <<UAN>>. If this transfer does not belong to you, it can be stopped claim within 10 days of date of linking(<<Linking Timestamp>>)by login to <https://unifiedportal-mem.epfindia.gov.in/memberinterface> or contact your employer /concerned EPFO field office.

Your's faithfully,

EPFO

2. Eligibility criteria for Auto-Transfer Claim:

The system will check eligible Auto-Transfer Requests after 10days from date of UAN linking for the following conditions (through daily scheduler running at 10 P.M.)

Conditions (Checked only once)

- 2.1. Previous DOJ (EPF) & DOE (EPF) is less than or equal to Current Date.
 - 2.2. Previous DOJ (EPF) is greater than or equal to 01-JAN-1952.
 - 2.3. Previous DOJ (EPF) is greater than DOB.
 - 2.4. Previous DOJ (EPF) is less than or equal to Previous DOE (EPF).
 - 2.5. Previous DOE (EPF) is less than or equal to Present DOJ (EPF).
- a. If above conditions are **not satisfied**:
The Auto-Transfer Request will be considered invalid and displayed in Employer Interface for information.
- b. If above criteria is **satisfied**:
The system will check for the further conditions as below:

Conditions (Checked daily upto 60days from the linking date)

- 2.6. UAN is activated.
 - 2.7. ECR is reconciled from Present Establishment.
 - 2.8. Date of exit for previous employment is available.
 - 2.9. Reason of exit for previous employment is available.
- a. If the above conditions are **not satisfied for 60days**:
Then the Auto-Transfer Request will be considered expired and displayed in Employer Interface for information.
- b. If above criteria is **satisfied**:
The system checks for the following conditions:

Conditions (Checked once after all the above conditions are satisfied)

- 2.10. Present Member Id is checked in IN FO PDB.
 - 2.11. Claim is not in process for the previous Member Id in Unified Portal.
 - 2.12. Claim is not in process for the previous Member Id in OUT FO PDB.
- a. If the above conditions are **not satisfied for 60days**:
Then the Auto-Transfer Request will be considered invalid and displayed in Employer Interface for information.
- b. If above criteria is **satisfied**:
The system will generate an Auto-Transfer Claim in Unified Portal. It will be pushed to the respective OUT FO PDBs through daily scheduler running at 1 A.M.

3. Stopping the Auto Claim:

After generation of Auto-Transfer Request, member can stop initiation of Auto-Transfer Claim within 10 days from the date of linking by following means:

- 3.1. Login to <https://unifiedportal-mem.epfindia.gov.in/memberinterface> -> Track Status.
- 3.2. Contact his/her present employer
- 3.3. Contact concerned present EPFO field office.

Notification for Stopping Initiation of Auto-Transfer Claim:

Content of SMS:

The auto transfer request claim against UAN <<UAN>> has been stopped by the <<Employer>> or <<Field Office>>.

4. Detailed list of conditions while UAN linking and Auto Claim:

- 4.1. UAN is activated.
 - 4.2. Previous establishment serial number is available.
 - 4.3. Previous establishment name is available.
 - 4.4. Previous Member ID is available in Unified Portal.
 - 4.5. Date of joining in all previous establishment is available.
 - 4.6. Date of exit in previous establishment is available.
 - 4.7. Reason of exit from previous establishment is available.
 - 4.8. Date of joining in previous establishment is less than or equal to today's date and not less than 01 January 1952.
 - 4.9. Date of joining in previous establishment is greater than member date of birth.
 - 4.10. Date of exit in previous establishment is less than or equal to today's date.
 - 4.11. Date of exit from previous establishment is greater than or equal to date of joining in previous establishment.
 - 4.12. Date of exit in previous establishment is less than or equal to date of joining in present establishment.
 - 4.13. The OUT FO is not from the selected field offices, which are being migrated to central portal.
 - 4.14. ECR against UAN is reconciled in the present establishment.
 - 4.15. Present Member ID is available in IN FO PDB.
 - 4.16. Transfer claim request is not in process/settled in OUT FO PDB.
 - 4.17. Transfer claim request is not in process/settled in Unified Portal.
 - 4.18. Previous establishment is not PF exempted.
 - 4.19. Present establishment is not PF exempted.
 - 4.20. AADHAAR is available against present Member ID.
 - 4.21. AADHAAR is verified against present Member ID.
 - 4.22. AADHAAR is previously available against UAN.
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Annexure2:-

For Web Circulation



कर्मचारी भविष्य निधि संगठन
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' PROVIDENT FUND ORGANISATION
(Ministry of Labour & Employment, Govt. of India)
मुख्य कार्यालय / Head Office
भविष्य निधि भवन, 14-भिकाजी कामा प्लेस, नई दिल्ली-110 066.
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110 066.

No.Exem/32(18)/2016/Exemption

Dated: 13-10-2017

To

All Addl. Central P.F. Commissioner (Zones),
All Regional P.F. Commissioner/OIC of Regional Offices,

Subject: - Compliance of the Senior Citizens' Welfare Fund Rules 2016 and Finance Act, 2015 (No.20 of 2015) read with amendments in Finance Act, 2016 (No.28 of 2016) by the P.F. Trust of Exempted Establishments – Regarding.

Sir,

Please refer to the subject cited above.

2. The Standing Committee on Labour in its 26th report presented in April 2017 has raised grave concern about the unclaimed amount lying with the P.F. Trusts of the exempted establishments. The committee in its report has stressed that exempted establishments and their Trusts should make all round efforts to trace the workers/employees/nominees of the members so that the unclaimed amount lying with the Trusts can be disbursed. Instructions to all the exempted establishments and their Trusts should be given in this regard. The efforts which the exempted establishments and their Trusts are expected to undertake are explicitly mentioned in the Senior Citizens' Welfare Fund Rules under Rule No.7 namely publication of information (**copy enclosed**). The same should be adhered to in letter and spirit.

3. The unclaimed amount as referred in the preceding paragraph should be worked out by exempted establishments as per the recent amended provisions of Para 72(6) of the EPF Scheme, 1952 or duly approved Trust Rules, whichever is more beneficial to the members. Gazette notification dated 11.11.2016 is available at EPFO website under the Tab, "Circulars and Office Orders", at Sl.No. 472(2016-17), vide which Para 72(6) of EPF Scheme, 1952 was amended.

4. Finance Act, 2015(No.20 of 2015) dated 14.05.2015 and Senior Citizens' Welfare Fund Rule 2016, Rule 122(2) of the Finance Act, 2015 (No.20 of 2015) read with Finance Act, 2016 (No.28 of 2016) stipulate that notwithstanding anything contrary contained in any other law for the time being in force, any credit balance in any of the accounts under EPF & MP Act, 1952 remaining unclaimed for a period of seven years from the date of its declaration as an inoperative account shall

be transferred by the respective institution holding them, to the fund. Copies of Finance Acts 2015 & 2016 are **enclosed for ready reference**.

5. In view of the above, it has become the statutory responsibility of various institutions defined in the rules to transfer the unclaimed amount which remains inoperative for 7 years, to the Senior Citizens' Welfare Fund. Rule No.3(c) of the Senior Citizens' Welfare Fund Rules 2016 clearly mandates transfer of unclaimed amounts from the accounts of Employees' Provident Fund under the Employees' Provident Fund & Miscellaneous Provisions Act, 1952. Hence, Trusts of establishments exempted under Section 17 of the EPF & MP Act, 1952 also comes under the ambit of the Senior Citizens' Welfare Fund Rules 2016 and are required to transfer the requisite amount as required under these Rules to the Senior Citizens' Welfare Fund.

6. Rule No. 7(2) and 3(6) of the Senior Citizens' Welfare Fund Rules 2016, mandates every institution referred under the Rules to identify the unclaimed amounts on annual basis by 30th of September of each financial year and make transfers to the Fund on or before the 1st day of March every year. These statutory provisions should be followed every year by the Trusts of exempted establishments in letter and spirit. The transfers by the institutions shall be made on a net basis, namely the unclaimed deposits minus the claims settled with interest in accordance with the law for the time being in force, of the accounts whose balances have already been transferred to the Fund. Interest will be computed as per the interest rates declared for respective years and eligible to the members.

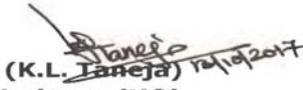
7. Members claiming to be entitled to the unclaimed amount transferred to the Fund may apply to the respective institution within 25 years from the date of credit of the unclaimed amount into the Senior Citizens' Welfare Fund in accordance with Section 124 and 126 of Finance Act, 2015. Thereafter unclaimed amount shall escheat to the Central Government unless a court orders otherwise. In view of the large time span of 25 years, all exempted establishments should keep accounts and full employee wise details of each member whose amount is transferred to Senior Citizen Welfare Fund including P.F. Account No., Pension Account Number, name and father's/spouse's name of the employee, amount transferred, date of birth, date of joining, last known address of employee along with Bank Account Number, Aadhar Card No., Nominee details, list of family members etc. (wherever available). Hence audited balance sheet of trust should also reflect the total year wise amount transferred to Senior Citizens' Welfare Fund and Fund lying unclaimed with Government for less than 25 years in Senior Citizen Welfare Fund as contra entry in assets and liabilities both.

8. Where no request or claim as specified in section 124 of Finance Act 2015 is made within a period of 25 years from the date of credit of the unclaimed amount to the Fund it shall escheat to the Central Government unless a court otherwise orders. In such an eventuality aforesaid contra entry in assets and liability side of Balance Sheet will get reduced to the extent of amount escheated the Central Government.

9. Similarly, in case of settlement of unclaimed amount already transferred to Senior Citizen Welfare Fund, aforesaid contra entry equivalent to the principal amount transferred for such member will get reversed. Interest is to be adjusted in accordance with para (6) above.

10. In case of cancellation of exemption/relaxation, in addition to past accumulations in the accounts of members details of year wise & employee wise balance of outstanding amount in Trust's balance sheet which was transferred to Senior Citizens Welfare Fund, should also be obtained from the exempted establishment/Trust by RPFs in duly signed hard copy as well as electronically.

(This issues with the approval of CPFC.)


(K.L. Janaja) 13/10/2017
Addl. Central .P.F. Commissioner (HQ)
13/10/17

Copy to:

DD (OL) for Hindi version.

Annexure3:-

Updated on 13-11-2017

Consumer Price Index Number of Chandigarh Centre for the half year ending September, 2017.

**No. ST/ (CPI)/2017-18/5705
Dated: 10th November, 2017**

The half yearly Cost of Living Index Numbers of Chandigarh Centre (Base 2001 = 100) for industrial workers, issued by Labour Bureau, Shimla for the months of April, 2017, to September, 2017 are 1446.50, 1446.50, 1435.98, 1467.54, 1493.84 and 1493.84 respectively. Thus the average (calculated for six months) cost of living index numbers as on 30.09.2017 is 1464. The previous average cost of living index numbers was 1432 points for the quarter ending 31.03.2017. Therefore, increase in average cost of living index number is 32 points. The per point neutralization in minimum rates of wages for monthly rated employees under the Minimum Wages Act is Rs. 7/- . Thus minimum rates of wages for each category of employees have been increased by Rs. 224/- p.m. on the increase of 32 points.

The following are the minimum rates of wages payable for monthly and daily rated employees for the period starting from **01.10.2017 to 31.03.2018** (both days inclusive).

S.No.	Category of Employees	Rates of Minimum Wages (in Rupees)			
		Monthly Old Rate 01.04.2017 to 30.9.2017 (in Rs.)	Daily Old Rate 01.04.2017 to 30.9.2017 (in Rs.)	Monthly New Rate 01.10.2017 to 31.3.2018 (In Rs.)	Daily New Rate 01.10.2017 to 31.3.2018 (In Rs.)
1.	Un-skilled	8871.00	341.00	9095.00	350.00
2.	Semi-Skilled-II.	9021.00	347.00	9245.00	356.00
3.	Semi-Skilled-I.	9121.00	351.00	9345.00	359.00
4.	Skilled-II	9321.00	359.00	9545.00	367.00
5.	Skilled-I	9546.00	367.00	9770.00	376.00
6.	Highly Skilled	9946.00	383.00	10,170.00	391.00
7.	Class III (Staff)	9146.00	352.00	9370.00	360.00
8.	Class-II (Staff)	9296.00	358.00	9520.00	366.00
9.	Class I (Staff)	9656.00	371.00	9880.00	380.00

Condt. P-2

Updated on 13-11-2017

-02-
(Hotels, Restaurants, Tea Stall and Halwai)

Sl. No.	Category of Employees	Without Food and Lodging	With food and Lodging	For food and Lodging
		New Rate 01.10.2017 to 31.03.2018 (in Rs.)	New Rate 01.10.2017 to 31.03.2018 (in Rs.)	New Rate 01.10.2017 to 31.03.2018 (in Rs.)
1.	Un-skilled	9095.00	7958.00	1137.00
2.	Semi-Skilled-II.	9245.00	8089.00	1156.00
3.	Semi-Skilled-I.	9345.00	8177.00	1168.00
4.	Skilled-II	9545.00	8352.00	1193.00
5.	Skilled-I	9770.00	8549.00	1221.00
6.	Highly Skilled	10,170.00	8899.00	1271.00
7.	Class III (Staff)	9370.00	8199.00	1171.00
8.	Class-II (Staff)	9520.00	8330.00	1190.00
9.	Class I (Staff)	9880.00	8645.00	1235.00

Notes: -

(1) The points for the months from April, 2017 to September, 2017, Base Year 2001=100 are 275, 275, 273, 279, 284 and 284 which have been calculated by the linking factor at 5.26 with regard to Chandigarh Centre as desired by the Director, Labour Bureau, Shimla vide their letter dated 09.03.2006 for compliance.

(2) The categories of employees as per notification dated 25.11.2010 are given below:

(3) (i) The change due to rise or fall in the Cost of Living Index Number will be adjusted in the ratio of 07:01 i.e. 07 parts in cash and 1 part for two meals and two Tea.

(ii) Where an employer provides living accommodation to an employee then he may charge maximum of Rs.50 p.m. from the wage of an employee.

1. Unskilled: -means an employee engaged to do manual work by any part of his body like lifting, pushing, pulling, shifting of loads or digging, excavating, removing of earth, water etc. or who assist another employee in a schedule employment or who does any work of cleaning, sweeping, gardening or mali, guarding, washing, packing, wrapping, filling, washing etc. or who works as a waterman, masalchi, gateman, peon, kneedar, watchman, chowkidar, rickshaw puller, rehri wala, beldar, mazdoor, khalasi, poster paster, boardboy, oilman, as an aya or as cleaner on a vehicle or polisher on a vehicle etc. or any other person who does similar nature of jobs.

2. Semi-Skilled-II: means an employee who has not passed his intermediate or equivalent examination and have learnt by experience to work on a machine and operate or work on such machine or who has acquired some skill in any technical/professional trades and work on a machine or on the job of that trade or profession or who without having any special training from any Govt. recognized institution or school or board works as a plumber, rein forcer, spinner, stitcher, tailor, embroider, barber, mochi, pump attendant, mixerman, deffedar, mate, tarcol / paint sprayer or other sprayer or bazri spreader, quarry operator, jamperman, hammer man, sole cutter, upper-fitter, backer, securer, stiffer, skiver, heel builder, boatman, floor polisher, mistry, whitewasher, carpenter, distemperer, air conditioner operator or its repairer, moulder, compositor, rangaiwala, Roller man, saw man, plainer man cutterman, soaker, hanger man, drillman, leach houseman, lime yardman, drum man, tan yardman, book binder, wireman, buffer, grusher, waiter, , deliveryman, khatai wala, achaar/muraba maker, weighing man, lineman, bill collector, assistant cook, painterman, stock boy, canvasser, glassfitter, cyclefitter or repairer, furniture polisher, type repairer, kantiwala, lohar, toka man, planer, light vehicle driver or a chauffeur, conductor or who works as a welder, sheet metal worker, fitter, turner, machine man, grinder man or as machinist grinder radio/TV wireless repairer, blacksmith, motor mechanic, diesel engine operator or other machines operator, diesel mechanic, meter reader etc. or any other person who does any work similar to any of the above.

3. Semi-Skilled-I :-means an employee who has passed his intermediate or equivalent examination and have learnt by experience to work on a machine and operate such machine or who worked at least for five years on any of the work/job falling under the semi-skilled-II category or who is a driver of medium/heavy/special vehicle or who is a head mate, massion, glass cutter, bakery mistry, halwai, rafugar, dry cleaner, pressman, steward, head bearer, head waiter, film repairer, guide, cook, tandooriya, coffee-man, photographer, video camera operator, dispenser, analyst, checker, computer operator, Inspector, weaver, shaver, electroplater, glassblower, decorator, scudder, dyer, flesher, finisher, setter, splitter, laboratory assistant chemist, attendant, die maker, refrigerator mechanic, ginisher, luster, candle man, spinning master, printing master, screening master, artist etc. or who does any work similar to any of the above.

4. Skilled-II: -means an employee, who has passed a certificate examination in technical or other professional trade from a Govt. recognized institution, board or a university and who does work in that trade or profession and include a grinder man, machinist grinder man, line man, welder, turner, machinist, wireman, electrician, shaper man, painter, blacksmith, goldsmith, sheet metal worker, fitter, radio/TV/wireless mechanic, die maker, air conditioner operator or mechanic, laboratory attendant, chemist, compounder, printing man/printer, craftsman, smith, lithographer, compositor, moulder, rangaiwala, watch repairer or watch assembler, computer mechanic, software developer, motor mechanic or motor binder, refrigeration mechanic, blower man, senior machine operator, computerize machine operator, etc. or who does any similar nature of jobs on having obtained a similar certificate.

5. Skilled-I: - means an employee who passed his diploma or equivalent examination in any discipline from any Govt. recognized institution, Board or a university and does work in that discipline or who is at least a graduate and does any of the work falling under skilled-II category and includes a medical representative, advertiser, marketing professional or a chef or technical supervisor etc. or who does any similar nature of jobs.

Updated on 13-11-2017

6. Highly Skilled: - means an employee who is a graduate in engineering or in any other special or other professional trade from a Govt. recognized institution, board or a university and employed to do work in that discipline or who is employed as a foreman, manager, executive, or an officer, having no power of managerial functions or who does any work similar in nature.

7. Class -III [Staff]: - means an employee who has passed his matriculation or equivalent examination and employed as a clerk, time keeper, munshi, store assistant, store keeper, accounts assistant, typist, steno-typist, receptionist, personal assistant, cashier, draftsman, telephone operator, computer applicator, counterman, ticket checker, ticket collector, legal assistant, supplier, nurse or nursing assistant, compounder, technologist, radiologist or employed to do similar nature of work in an office or at other place or any other employee who is employed to do similar nature of work.

8. Class -II [Staff]: - means an employee who has passed his graduation in any discipline except technical and who does any work specified for class-III [Staff] whether designated with the same or similar nomenclature or by a senior nomenclature but below the nomenclature specified for Class-I [Staff] or who is accountant, stenographer, work incharge, office supervisor, salesman, purchase man, store incharge, architect, artesian etc. or any other person doing similar nature of jobs.

9. Class -I [Staff]: - means an employee employed as assistant manager, foreman, executive, engineer, officer, office supervisor, medical officer, doctor, dentist, surgeon, pharmacist, vaid, hakim, homeopath or in any other similar position etc. and who does not have any authority or power to exercise managerial functions or who does any office work or work related to his nomenclature during the maximum time of his duty, the work may include the work specified for Class-II or III [Staff].

-sd/-
Assistant Labour Commissioner,
Union Territory, Chandigarh.

Annexure4:-



Department of Economics & Statistics

No.P3.Pdl.1/2017/DES

Thiruvananthapuram ,18/11/2017

Consumer Price Index Numbers for Agricultural Labourers and Industrial Workers for the month of September 2017

Vide G.O.(MS) No.103/2013/LBR. dated 31-8-2013 of Labour and Skills (E) Department , Government of Kerala and the G.O.(MS) No. 34/2015/LBR. dated 26-03-2015 published in the Kerala Gazette extra ordinary No.19 (Vol.IV) dated 12-05-2015.

Slno	Centre	Linking Factor *	Index Numbers for		Estimated Indices for	
			Base : 2011-12 =100		Base : 1998-99 =100	
			August 2017	September 2017	August 2017	September 2017
1	Thiruvananthapuram	2.11	152	151	321	319
2	Kollam	2.09	150	149	314	311
3	Punalur	2.10	149	148	313	311
4	Pathanamthitta	2.03	160	161	325	327
5	Alappuzha	2.05	156	155	320	318
6	Kottayam	2.08	154	156	320	324
7	Mundakayam	2.17	148	148	321	321
8	Idukki	1.97	150	151	296	297
9	Ernakulam	2.03	150	150	304	304
10	Chalakkuddy	2.00	156	156	312	312
11	Thrissur	1.87	151	152	282	284
12	Palakkad	2.09	144	145	301	303
13	Malappuram	2.00	150	150	300	300
14	Kozhikode	2.02	154	154	311	311
15	Wayanad	1.93	151	152	291	293
16	Kannur	2.02	161	160	325	323
17	Kasargod	2.05	156	157	320	322

* Linking factors approved in G.O (MS) No .34/2015/LBR. dated 26-03-2015 have been used with effect from April 2015. Base in old series is 1998-99 = 100 for all centres.

The Consumer Price Index (Cost of Living Index) Numbers applicable to employees in employment under the Minimum Wages Act (Central Act XI of 1948) for the month of September 2017 as ascertained by the Director General of Economics & Statistics under clause (C) of Section 2 of the Act.

Department of Economics & Statistics
Thiruvananthapuram , Dated 18/11/2017

WebSite : www.ecostat.kerala.gov.in
Email : ecostatprice@gmail.com

Sd/-
V.Ramachandran
(Director General)

Annexure5:-

GOVERNMENT OF PUDUCHERRY
Abstract

Labour Department – The Puducherry Shops and Establishments Act, 1964 –
Issue of Notification for declaring various Establishments under the Act – Final
Notification - Issued.

LABOUR DEPARTMENT

G.O. Ms. No. 19 /AIL/Lab/G/2017

Puducherry, the

27 OCT 2017

Read: I.D. Note No. 9/AIL/Lab/G/2017 dated 27.9.2017 of the
Labour Department, Government of Puducherry.

ORDER:

The following Notification shall be published in the extraordinary issue of
the Official Gazette of Government of Puducherry:-

NOTIFICATION

WHEREAS, by notification issued under
G.O.Ms.No.14/AIL/Lab/G/2017, dated 21st July, 2017 of the Labour
Department, Puducherry and published in Part-II of the Extraordinary Gazette
No.46, dated 26.7.2017, notice had been given of the appropriate Government's
intention to declare various establishments as required under sub-section (7) of
Section 2 of the Puducherry Shops and Establishments Act, 1964 (Act No.9 of
1964), inviting objections and suggestion from all persons likely to be affected
hereby, within 45 days from the date of publication of the said notification in
the Official Gazette of Government of Puducherry;

2. WHEREAS, the said Gazette Notification was notified for information of
the general public on 26th July, 2017;

3. WHEREAS, pursuant to the said notification no objections or
suggestions have been received within the above mentioned stipulated time
limit;

4. NOW, THEREFORE, in exercise of the powers conferred by sub-
section (7) of Section 2 of the Puducherry Shops and Establishments Act, 1964
(Act No.9 of 1964), the Licutenant – Governor, Puducherry, is hereby pleased to
declare the following as “establishments” for the purpose of implementation of
various provisions of Labour Laws :-

..2/-

:2:

- (1) Distribution of Liquefied Petroleum Gas Cylinders, Petrol and Diesel;
- (2) All Private Hospitals & Medical Colleges;
- (3) Insurance Companies;
- (4) Pharmaceuticals;
- (5) Clinical Laboratories;
- (6) Chamber of Commerce;
- (7) All Private Banking organizations and Financial Institutions;
- (8) Quasi Government Organizations like Puducherry Agro Service and Industries Corporation Ltd., Puducherry Agro Products, Food & Civil Supplies Corporation Ltd., Amudasurabi and other Co-operative Institutions;
- (9) Clubs;
- (10) All Private Educational Institutions;
- (11) STD booth / Tele- Communication services;
- (12) Farms such as Agriculture Farm house, Plants Nurseries, Poultry farms, Fish/Prawn Hatcheries etc.,
- (13) Charitable or Other Trusts or Societies (registered under the Societies Registration Act, 1860);
- (14) Brick Kilns;
- (15) Slaughter houses;
- (16) All Security Agencies;
- (17) Courier services;
- (18) Information Technology Enabled Services (ITES) and Information Technology (IT Establishments)

//BY ORDER OF THE LIEUTENANT-GOVERNOR//

(E. VALLAVAN)
ADDITIONAL SECRETARY TO GOVERNMENT
(LABOUR)

To

The Director of Stationery & Printing, Puducherry. } with a request to supply 50 copies of the notification to this Department.

Copy to:

1. The District Collector, Puducherry/Karaikal.
2. The Regional Administrative Officer, Mahe/Yanam.
3. The Deputy Labour Commissioner, Puducherry.
4. The Inspector of Factories, Puducherry/Karaikal.
5. The Labour Officer (Enforcement), Puducherry
6. The Labour Officer, Karaikal.
7. The Assistant Inspectors of Labour, Puducherry/Karaikal/Mahe/Yanam.
- ✓ 8. The Web Master, Labour Department, Puducherry.
9. G.O. Copy / Spare.

Annexure6:-

**Labour Department, Government of Punjab,
Office of Labour Commissioner, Punjab,
SCO No. 47-48, Sector 17-E, Chandigarh.
(Statistical Section)**

To,

All the

1. Deputy/Assistant Director of Factories.
2. Assistant Labour Commissioner/Labour-cum-Conciliation Officer.
3. Labour Inspector, Grade-1 & 2(L.E.O.)

No.ST/2017/28072-28202

Dated, Chandigarh, 26-10-2017

Subject: Regarding Annual Return submitted online.

It is to inform you that the e-Labour portal (pblabour.gov.in) of Labour Department has been started. The annual returns of establishments under your jurisdiction be filed online under the Acts mentioned below. There is no fee for it.

1. Factories Act, 1948
2. Punjab Shops & Commercial Establishment Act, 1958
3. Maternity Benefit Act, 1961
4. Employees Compensation Act, 1923
5. Minimum Wages Act, 1948
6. Payment of Wages Act, 1936
7. Payment of Bonus Act, 1965
8. Principal Employer under the Contract Act, 1970
9. Principal Employer under the Interstate Migrant Workmen Act, 1979
10. The Motor Transport Act, 1961

-sd-

Labour Commissioner, Punjab.

Endst. No.ST/2017/
Dated, Chandigarh

A copy is forwarded to the following for information and necessary action.

1. P.S. to Principal Secretary, Labour Department, Punjab, Chandigarh.
2. P.A. to Labour Commissioner, Punjab, Chandigarh.
3. Additional Director of Factories, Punjab, Chandigarh.
4. All the Supervisory Heads of Department.

Labour Commissioner, Punjab.

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ਕਿਰਤ ਵਿਭਾਗ, ਪੰਜਾਬ ਸਰਕਾਰ,
ਦਫਤਰ ਕਿਰਤ ਕਮਿਸ਼ਨਰ, ਪੰਜਾਬ,
ਐਸ.ਸੀ.ਓ. ਨੰ: 47-48, ਸੈਕਟਰ-17-ਈ, ਚੰਡੀਗੜ੍ਹ,
(ਅੰਕਤਾ ਸੁਖਾ)

ਸੇਵਾ ਵਿਖੇ

- 1. ਰਾਜ ਦੇ ਸਮੂਹ
- 2. ਡਿਪਟੀ / ਸਹਾਇਕ ਡਾਇਰੈਕਟਰ ਆਫ਼ ਫੈਕਟਰੀਜ਼।
- 3. ਸਹਾਇਕ ਕਿਰਤ ਕਮਿਸ਼ਨਰ/ਕਿਰਤ ਤੇ ਸੁਲਾਹ ਅਫ਼ਸਰ।
- 3. ਕਿਰਤ ਇੰਸਪੈਕਟਰ ਗ੍ਰੇਡ-1 ਅਤੇ 2 (ਐਲ.ਈ.ਓ.)।

ਨੰ:ਸਟ/2017/ 28072-28202
ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ, 26-10-17

ਵਿਸ਼ਾ: ਸਲਾਨਾ ਰਿਟਰਨ ਆਨ ਲਾਈਨ ਭੇਜਣ ਬਾਰੇ।

ਆਪ ਨੂੰ ਸੂਚਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਕਿ ਕਿਰਤ ਵਿਭਾਗ ਦਾ e-labour portal (pblabour.gov.in) ਚਾਲੂ ਹੋ ਗਿਆ ਹੈ। ਆਪਣੇ-ਆਪਣੇ ਅਧਿਕਾਰ ਖੇਤਰ ਵਿੱਚ ਆਉਂਦੇ ਅਦਾਰਿਆਂ ਦੀਆਂ ਸਲਾਨਾ ਰਿਟਰਨਾਂ ਹੇਠ ਲਿਖੇ ਕਿਰਤ ਐਕਟਾਂ ਅਧੀਨ ਆਨ ਲਾਈਨ ਭੇਜੀਆਂ ਜਾਣ। ਇਸ ਦੀ ਕੋਈ ਫੀਸ ਨਹੀਂ ਰੱਖੀ ਗਈ।

- 1. ਫੈਕਟਰੀਜ਼ ਐਕਟ, 1948
- 2. ਪੰਜਾਬ ਸੁਪਰਜ਼ ਐਂਡ ਕਮਰਸੀਅਲ ਐਸਟੇਬਲਿਸ਼ਮੈਂਟ ਐਕਟ, 1958
- 3. ਸਟਰੀਟਿੰਗ ਬੈਨੀਫਿਟ ਐਕਟ, 1961
- 4. ਇੰਮਪਲਾਈਜ਼ ਵੈਲਫੇਅਰ ਐਕਟ, 1923
- 5. ਮਿਨੀਮਮ ਵੇਜ਼ਿਜ਼ ਐਕਟ, 1948
- 6. ਪੇਸ਼ਾ ਆਫ ਵੇਜ਼ਿਜ਼ ਐਕਟ, 1936
- 7. ਪੇਸ਼ਾ ਆਫ ਬੋਨਸ ਐਕਟ, 1965
- 8. ਪ੍ਰਿੰਸੀਪਲ ਇੰਮਪਲਾਇਰ ਅੰਡਰ ਦਾ ਕੰਟਰੈਕਟ ਲੇਬਰ ਐਕਟ, 1970
- 9. ਪ੍ਰਿੰਸੀਪਲ ਇੰਮਪਲਾਇਰ ਅੰਡਰ ਦਾ ਇੰਟਰਸਟੇਟ ਮਾਈਗਰੈਂਟ ਵਰਕਮੈਨ ਐਕਟ, 1979
- 10. ਦਾ ਸਟਰ ਟਰਾਂਸਪੋਰਟ ਵਰਕਰਜ਼ ਐਕਟ, 1961

ਕਿਰਤ ਕਮਿਸ਼ਨਰ, ਪੰਜਾਬ।
26/10/17

ਪਿੱਠ ਅੰਕਤਾ ਨੰ:ਸਟ/2017/
ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ,

ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਤੇ ਜਰੂਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1. ਨਿੱਜੀ ਸਕੱਤਰ ਟੂ ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ ਕਿਰਤ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 2. ਨਿੱਜੀ ਸਹਾਇਕ ਟੂ ਕਿਰਤ ਕਮਿਸ਼ਨਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 3. ਵਧੀਕ ਡਾਇਰੈਕਟਰ ਆਫ਼ ਫੈਕਟਰੀਜ਼, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 4. ਵਿਭਾਗ ਦੇ ਸਮੂਹ ਸੁਪਰਵਾਈਜ਼ਰੀ ਹੋਡਜ਼।

ਕਿਰਤ ਕਮਿਸ਼ਨਰ, ਪੰਜਾਬ।