



## ABSTRACT

Rules – The Tamil Nadu Shops and Establishments (Amendment) Act, 2018 (Tamil Nadu Act No.27 of 2018) – Amendment to the Tamil Nadu Shops and Establishments Rules, 1948 – Preliminary Notification issued – Confirmation – Orders – Issued.

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### LABOUR WELFARE AND SKILL DEVELOPMENT (K2) DEPARTMENT

G.O. (Ms.) No.93

Dated 29.08.2025

விசுவாச வரடம், ஆவணி-13

திருவள்ளூர் ஆண்டு 2056

Read:

1. G.O. (Ms) No.16, Labour Welfare and Skill Development (K2) Department, dated 14.02.2025.
2. From the Commissioner of Labour, Chennai- 600 006, Letter Rc.No.S2/50266/2017, dated 19.06.2025.

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### ORDER:

In the Government Order first read above, a Preliminary Notification was issued for amending the Tamil Nadu Shops and Establishments Rules, 1948. Objections / Suggestions were invited from all the persons likely to be affected by such amendments.

2. The Commissioner of Labour in his letter second read above, has stated that no Objections / Suggestions were received and requested to confirm the Preliminary Notification with a modification.

3. After examining the proposal of the Commissioner of Labour with regard to the Preliminary Notification, the Government have decided to confirm the Preliminary Notification along with a modification.

4. The appended Notification will be published in the Tamil Nadu Government Gazette.

5. The Director, Tamil Development and Information (Translation) Department, Chennai-600 009 is requested to supply Tamil translation of the Notification to the

(P.T.O)

Works Manager, Government Central Press, Chennai-600 001 directly. The Works Manager, Government Central Press, Chennai-600 001 is requested to send each ten copies of the Gazette in which the Notification is published, to the Government as well as to the Commissioner of Labour, Chennai-600 006 for the purpose of record.

**(BY ORDER OF THE GOVERNOR)**

**K. VEERA RAGHAVA RAO  
SECRETARY TO GOVERNMENT**

To

The Works Manager, Government Central Press,  
Chennai – 600 001. (2 copies)

(for publication in Tamil Nadu Government Gazette)

The Commissioner of Labour, Chennai – 600 006.

The Director, Tamil Development and Information (Translation)  
Department, Chennai - 600 009.

Copy to

The Special Personal Assistant to the Hon'ble Minister for

Labour Welfare & Skill Development Department, Chennai – 600 009.

The Senior Principal Private Secretary to the Secretary to Government,  
Labour Welfare & Skill Development Department, Chennai – 600 009.

The Law Department, Chennai – 600 009

The Labour Welfare & Skill Development (G / H / J / OP II) Department,  
Chennai – 600 009.

Stock file / Spare copy /

Clean copy for file (C.No.4463/K2/2025)

**//FORWARDED BY ORDER//**

Un. Amjg.  
29.08.2025.  
**SECTION OFFICER**

avn  
29.08.25

## APPENDIX

### NOTIFICATION

In exercise of the powers conferred by sub-section (1) of section 49 of the Tamil Nadu Shops and Establishments Act, 1947 (Tamil Nadu Act XXXVI of 1947), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Shops and Establishments Rules, 1948 and the draft of the same having been previously published, as required by sub-section (3) of section 49 of the said Act.

### AMENDMENTS.

In the said Rules, –

- (1) after rule 16-C, the following rule shall be inserted, namely:-

“16-D. Annual Return, – Every employer of an establishment shall furnish a combined annual returns under section 47-A, through the designated web portal of the Labour department, to the Inspector of the area in which the establishment is located in Form-ZC on or before 31<sup>st</sup> day of January in each year”.

- (2) after Form-ZB, the following Form shall be added, namely:--

#### FORM-ZC

(See rule 16-D)

#### COMBINED ANNUAL RETURN FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 20....

1.	Name of the Establishment	
2.	Full Postal Address of the Establishment with Phone No., Fax No. and E-mail ID	
3.	Full Postal Address of the Registered Office / Head Office with Phone No., Fax No. and E-mail ID	
4.	Registration Certificate No.	
5.	Name of the Employer / Owner / Proprietor / Partner / Principal Employer / Contractor with Mobile No. and E-mail ID	
6.	Name of the Manager / Authorised Person with Mobile No. and E-mail ID	
7.	Average Number of employees employed during the year	

	a) Men	
	b) Women	
	c) Young Person / Adolescent i) Male ii) Female	
	Total	
8.	Weekly Holiday	
9.	Number of days worked during the year	
10.	Daily hours of work and spread over	
11.	Normal hours worked per week	
12.	Total Amount of salary / wages paid including O.T. wages and Allowances	
13.	(i) Whether health and safety measures are provided as prescribed in sections 20 to 23 of Tamil Nadu Shops and Establishments Act, 1947 (Tamil Nadu Act <u>XXXVI</u> of 1947).	
	(ii) Whether the premises of the establishment is provided with suitable seating facility for all the employees as prescribed in section 22-A of the Tamil Nadu Shops and Establishments Act, 1947 (Tamil Nadu Act <u>XXXVI</u> of 1947).	

14. No. of employees whose employment is ceased / suspended:

(i)	Number of employees discharged / dismissed / terminated / resigned / retired / expired during the year	
(ii)	Amount of Compensation paid	
(iii)	No. of employees suspended during the year	
(iv)	Amount of subsistence allowance paid	

15. Wages:

(i)	Total wages paid including deductions		
	a) Basic wage		
	b) Dearness Allowance		
	c) Overtime Wage		
	d) Non-profit sharing bonus		
	e) Other allowances in cash		
	f) Arrears of pay in respect of previous year paid during the year.		
(ii)	Number of persons whose wages does not exceed Rs.24000/-* per month (* subject to change as and when the Government of India Notifies)		
	Men:		
	Women:		
	Young Person:		
	Others:		
(iii)	Details of money value concession		
(iv)	Particulars of Deductions made from wages		
	Deductions as	Number of Employees involved	Total Amount of Deductions made
	Fines		
	Damages / Loss		
	Breach of Contract		
	Others		
	Total		
(v)	Wage Period		
(vi)	Total wages paid in cash		
(vii)	Total cash value of the wages paid in kind		
(viii)	Disbursement from Fines		Purpose
	a)		Amount
	b)		
	c)		

(ix)	Balance of fine in hand at the end of the year	
(x)	Details of remittances of fines collected towards Tamil Nadu Labour Welfare Fund a) Mode of Payment b) Amount	

16. Leave:

(i)	Number of employees eligible for earned leave	
(ii)	Number of employees availed / granted earned leave	
(iii)	Number of employees paid wages / salary in lieu of earned leave	

17. Maternity Benefits:

(i)	Benefits for	Number of Employees received the Benefits	Total amount paid
	a) Miscarriage		
	b) Confinement		
	c) Illness		
	d) Medical Bonus		
	Total		
(ii)	Number of women who gave notice under section 6 of the Maternity Benefit Act, 1961 (Central Act 53 of 1961)		
(iii)	Number of women who were granted permission to absent on receipt of notice of confinement		
(iv)	Cases in which payment was made to persons other than the woman concerned	Number: Amount Paid:	
(v)	Cases in which payment was made on the order of the Appellate Authority or Inspector	Number: Amount Paid:	
(vi)	Claims for maternity benefit rejected	Number: Amount not Paid:	
(vii)	Claims for medical bonus rejected	Number: Amount not Paid:	

(viii)	Cases in which leave for miscarriage was applied for but was rejected	Number: Amount not Paid:
(ix)	Cases in which additional leave for illness under section 10 of the Maternity Benefit Act, 1961 (Central Act 53 of 1961) was applied for but was rejected	Number: Amount not Paid:
(x)	Women deprived of maternity benefit and or medical bonus under proviso to sub-section (2) of section 12 of the Maternity Benefit Act, 1961 (Central Act 53 of 1961)	Number: Amount not Paid:
(xi)	Number of cases where prenatal confinement and postnatal care was provided by the management free of charge under section 8 of the Maternity Benefit Act, 1961 (Central Act 53 of 1961)	

18. Bonus:

(i)	Number of employees benefited by bonus payments	
(ii)	Percentage of Bonus declared	
(iii)	Total amount of Bonus paid	
(iv)	Date of Payment	

19. Conferment of Permanent Status:

(i)	Number of non-permanent workmen who have completed 480 days of continuous service	
(ii)	Number of workmen made permanent during the period	
(iii)	Number of workmen yet to be made permanent during the period	
(iv)	Reasons for delay	

20. Contract Labour:

(i)	Names and Addresses of the Contractors	
(ii)	Period of Contract	
(iii)	Nature of Work	
(iv)	Maximum number of workers employed by each contractor	

(v)	Number of days worked	
(vi)	Number of Man days worked	

21. Inter-State Migrant Workmen:

(i)	Names and Addresses of the Contractors in Home State	
(ii)	Name of the Principal Employer in Host State (Tamil Nadu)	
(iii)	Period of Contract	
(iv)	Nature of work / operations on which migrant labour was employed	
(v)	Maximum number of migrant workmen employed by each contractor	
(vi)	Number of days worked	
(vii)	Number of Man days worked	
(viii)	Amount of displacement allowance paid	
(ix)	Amount of outward and return journey allowance paid	
(x)	Amount of wages for outward and return journey paid	

I / We hereby certify that the information furnished above are true to the best of my / our knowledge and in case any information proved to be false, I / We would be liable for legal consequences thereof.

Name and signature of Employer /  
authorized signatory

Station:

Date:

Office Seal:

**K. VEERA RAGHAVA RAO**  
**SECRETARY TO GOVERNMENT**

**//TRUE COPY//**

*Un. Singh*  
29.08.2025.  
**SECTION OFFICER**  
*Un. Singh*  
29.08.25