

**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

The Andhra Pradesh (Issuance of Integrated Registration and furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015 – Amendments to the Schedules – Notification – Issued.

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**LABOUR EMPLOYMENT TRAINING AND FACTORIES (Lab.I) DEPARTMENT**

**G.O.Ms.No.11.**

**Dated:18.03.2019.**  
**Read the following:-**

- (1) DIPP 2016, GOI recommendations communicated through D.O. Lr. No. 12-1-2015/SDP, dated 02-11-2015 of the Secretary, Industries Department, Government of Andhra Pradesh.
- (2) G.O.Ms.No 1, Dated: 20.01.2017 of Labour Employment Training and Factories (Lab.I) Department.
- (3) From the Commissioner of Labour Letter no. I/2465/2015, Dated: 20.02.2019.

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**O R D E R:**

Whereas, The Andhra Pradesh (Issuance of Integrated Registration and furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015 (Act No. 10 of 2015) has been enacted by the Legislature of the State of Andhra Pradesh facilitating ease of doing business and ease of compliance of Labour Laws specified in the First Schedule of the said Act, by the industry and the said Act 10 of 2015 came into force with effect from 23<sup>rd</sup> April, 2015.

2. And whereas, the Department for Industrial Promotion (DIPP), Government of India, made certain recommendations and out of the said recommendations, one of the recommendations is to facilitate furnishing of combined Annual Returns under Labour Laws online.

3. And Whereas, the Government of Andhra Pradesh vide G.O.Ms. No. 1, Dated 20.01.2017, LET&F (Lab.I) Department, amended the First schedule to the said Act, by adding 8 (eight) more Labour Laws to the list there under, and substituted the Second Schedule to the said Act suitably so as to be in conformity with the Labour Laws added.

4. And whereas, in pursuance of the said recommendations of DIPP, the Commissioner of Labour, Andhra Pradesh, among other things, proposed to amend the First Schedule to the said Act, and in partial modification of G.O. 2<sup>nd</sup> cited, and to substitute the Second Schedule to the said Act suitably so as to be in conformity with the Labour Acts added.

5. And whereas, the State Government, after taking into consideration of the said recommendations, have decided to amend the Schedules to the said Act, suitably, in pursuance of the power conferred on the Government vide Section 9 of the Andhra Pradesh (Issuance of Integrated Registration and furnishing of Combined Returns under various Labour Laws by Certain Establishments) Act, 2015.

6. Accordingly, the following notification will be published in the Extra - Ordinary in the issue of the Andhra Pradesh Gazette.

**NOTIFICATION**

In exercise of powers conferred by section 6 and sub-section(1) of section 9 of the Andhra Pradesh (Issuance of Integrated Registration and furnishing of Combined Returns under various Labour Laws by certain Establishments)

(P.T.O)

Act, 2015 (Act No. 10 of 2015) the Government hereby amend the Schedules of the said Act.

**AMENDMENTS**

In the said Act,-

(1) In the FIRST SCHEDULE after Serial No.6 the following Acts shall be inserted, namely,-

- 7) The Beedi and Cigar workers (CoE) Act, 1966.
- 8) The Minimum wages Act, 1948.
- 9) The Payment of Bonus Act, 1965.
- 10) The Child Adolescent Labour (P&R) Act, 1986.
- 11) The Boilers Act, 1923.
- 12) The Factories Act, 1948.

2) After the First schedule, the following schedule shall be added, namely,-

<b>SECOND SCHEDULE</b>					
<b>FORM – A</b>					
<b>(Sec.4 (1))</b>					
<b>APPLICATION FOR INTEGRATED REGISTRATION OF ESTABLISHMENT UNDER LABOUR LAWS</b>					
<b>REGISTRATION / LICENSE REQUIRED UNDER (Specify the Act with tick mark)</b>					
1	A.P. Shops & Establishments Act, 1988		2	Motor Transport Workers Act, 1966	
3	Contract Labour (R&A) Act, 1970 (Principal employer Establishment & Contractor Establishment)		4	Inter State Migrant Workmen (RE&CS) Act, 1979 (Principal employer Establishment & contractor Establishment)	
5	Building and Other Construction Workers (RE&CS) Act, 1996		6	Payment of Gratuity Act, 1972	
7	Beedi & Cigar Workers (COE) Act, 1966		8	The Minimum wages Act, 1948	
9	The Payment of Bonus Act, 1965		10	The Child Adolescent Labour (P&R) Act, 1986.	
11	The Boilers Act, 1923		12	The Factories Act, 1948	
<b>ESTABLISHMENT DETAILS</b>					
1	Name of the Establishment				
2	Classification of Establishment (Proprietor firm, Partnership firm, Pvt. Ltd, Public Ltd, Cooperaive, Society etc.)				
3	Category of Establishment [Shop, Establishment, Commerical Establishment, Motor Transport undertaking, Building or other construction Establishment, Contract Labour (Pr. Employer / Contractor) Establishment]				
4	Address of establishment				
5	Nature of Business/work/ construction activity				
6	Date of commencement of business/work/ construction/ activity				

7	Date of completion of work / construction/activity(if applicable)								
8	Date of agreement								
9	No.of transport vehicles								
10	Whether Form-V/ Form-VI issued by Principal Employer								
11.	Agreement No/Plan approval No.								
12	Date of agreement /Plan approval								
13	Estimated cost of construction & other Details (in case of building or other construction work)								
14	Details of contractors (Contract Labour Act/Inter State Migrant Workmen Act)								
15	Details of contract works ( Contract La our Act/Inter State Migrant Work men Act)								
16	Total No. of Workers								
17	Details of workers	Regular		Casual/ Badilli		In case of beedi or eigar est.			
		Male	Female	Male	Female	Industrial premises workers		Home workers	
						Male	Female	Male	Female
18	Workers employed in shops & Esstts.								
19	Motor Transport Workers								
20	Building & other construction workers								
21	Contract workers								
22	Inter State Migrant Workers								
23	Beedi & Cigar workers								
24	Factory workers								
25	Any other Category workers (specify the								
<b>EMPLOYER DETAILS (Enclose Passport size photo</b>									
26	Employer Name								
27	Designation								
28	Father/husband Name								
29	Contact details								
30	Applicants Details								
31	Applicant Name								
32	Designation								
33	Father /husband name								
34	Contact data								
<b>DECLARATION</b>									
35	I/we hereby declare that i/we have complied with all relevant provisions of the Labour Acts applicable to the establishment. In case the information furnished above is found to be flase, misrepresented or suppressed an material information or evaded to furnish to furnish the information, I/we are ailable for prosesecution as per law besides cancellation of the registration / license granted								
	Date	Signature of the Employer							
	Place	Name & Designation of the Employer							

**FORM – B**  
**Sec 4 (6)**

<b>I. Basic Details</b>	
Name of Establishment	
Year	
Establishment Status	Working/ Closed
Registration under section	
Sector Type	
Establishment Category	
Power (in HP)	
Hazardous Process	Yes/ No
Involved in Dangerous Operations	
Whether Seasonal	Yes/ No
Notified for appointment of safety officer	Yes/ No
<b>Economic Activity as per National Industrial Classification 2008</b>	
Sector Name	
Sub-Sector Name	
Line of Activity	
Description of Economic Activity	
Work Place Address	
Address	
District	
Pin Code	
Phone No.	
Geographical Co-ordinates	
Latitude	
Longitude	
<b>Contact Details</b>	
Name	
Designation	
Contact Number	
Email	
<b>Employer Registration</b>	

**II. Employer Registration**

Sl. No	Name of Act	Registration No	Registration Date	No. of workers at the time of registration	Date of renewal of registration	No. of workers at the time of renewal of Registration	License No	License Date	Date of Renewal of License	No. of workers at the time of Renewal of License
1	The Employees Provident Funds And Miscellaneous Provision's Act									
2	The Factories Act, 1948									

**Working Hours and Weekly Rest Days**

Number of days worked in the year	
Daily hours of work	
Day of weekly holiday	
<b>Details of Principal Employer and Contractors</b>	
Have you engaged any contract labourers via Contractors?	Yes/ No
Name of Principal employer	
Number of contractors engaged in the establishment during the year	
Name of Contractor	
Nature of work in which contract labour is employed	
Date of commencement of the contract	
Probable date of completion of contract	
<b>Address of Principal Employer</b>	
Address	
State	
District Pincode	
Phone No.	
Email Id	

<b>III. Employment Particulars</b>																	
<b>Payment particulars (Direct Workers)</b>																	
Category of Workers	No. of Man-days worked during the year				Avg Daily No. of Workers employed				Total Number of Man-Hours Worked including over-time				Avg No. of hours worked per week				
	Adult		Adolescent		Adult		Adolescent		Adult		Adolescent		Adult		Adolescent		
	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	
Highly Skilled																	
Skilled																	
Semi-Skilled																	
Unskilled																	
Total																	

<b>Employment Particulars (Contract Workers)</b>																	
<b>Total Number of Days Worked by Contract Labour During the Year:</b>																	
Category of Workers	No. of Man-days worked during the year				Avg Daily No. of Workers employed				Total Number of Man-Hours Worked including over-time				Avg No. of hours worked per week				
	Adult		Adolescent		Adult		Adolescent		Adult		Adolescent		Adult		Adolescent		
	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	
Highly Skilled																	
Skilled																	
Semi-Skilled																	
Unskilled																	
Total																	

<b>Maximum Number of persons employed in any day during the year</b>											
Type of Workers	Regular				Contractual				Total		
	Adult		Adolescent		Adult		Adolescent				
	Men	Women	Men	Women	Men	Women	Men	Women			
Highly Skilled											
Skilled											
Semi-Skilled											
Unskilled											
Total											

<b>Employment Details in Factories carrying Dangerous Operations</b>	
Name of dangerous processes or operations carried on	Average number of persons employed daily in each of the processes or operations given in Column (1)
Column 1	Column 2

<b>Leave with Wages</b>													
Maximum number of persons employed in any day during the year				Number of workers who were entitled to annual leave with wages during the year				Number of workers who were granted leave during the year				Number of Workers who were discharged or dismissed from the service or quit employment or were superannuated or who died while in service during the year	Number of such workers in respect of whom wages in lieu of leave were paid
Adult		Adolescent		Adult		Adolescent		Adult		Adolescent			
Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women		

Maternity Details				
No. of cases maternity benefit claimed/paid	No. of cases Medical bonus claimed/paid	No. of cases leave for miscarriage applied/granted	No. of cases additional leave for illness applied/granted	Total amount of maternity benefit paid (In INR)

Accidents														
Cause of Accident	Total number of accidents								Accidents in which workers returned to work during the current year				Accidents in which workers did not return to work during the current year	
	Fatal				Non-Fatal				Accidents occurred during the year		Accidents occurred previous year			
	Adult		Adolescent		Adult		Adolescent		Number of accidents	Man-days Lost	Number of accidents	Man-days Lost	Number of accidents	Man-days Lost
	Men	Women	Men	Women	Men	Women	Men	Women						

IV. Labour Details	
Establishment Registration/License No.(LIN)	
Establishment Name	
Address	
Employer Details	
No.of workers allowed to work in overtime in the year	
Amount of overtime wages paid in the year	
No.of workers covered under EPF	
No.of workers covered under ESI	
Whether works committee constituted	Yes/ No
Whether appointment letters/identity cards issued	Yes/ No
Whether muster roll, wages register etc. maintained	Yes/ No





<b>V. Child and Adolescent Workers details</b>				
Number of child who worked in the establishment during the year (with full address):				
Name and Age of child labour	Period of work	Nature of work	Whether letter of appointment issued	Remarks
<b>VI. Motor Transport Workers details</b>				
*Average number of workers employed daily: Adults				
Average number of workers employed daily: Adolescents				
Normal hours worked per day				
What rest intervals were given?				
The number of workers exempted from the provisions of section 13				
The number of workers exempted from the provisions of section 19				
Leave with wages				
i) Number of workers who are entitled to annual leave with wages during the calendar year to which this return relates		Adults: Adolescents:		
ii) Number of workers who were granted leave during the year		Adults: Adolescents:		
iii) Number of workers discharged or dismissed from service during the year		Adults: Adolescents:		
iv) Number of discharged workers paid wages in lieu of leave				
v) Total amount of wages paid in lieu of leave				
Compensatory holidays				
i) Number of workers exempted from section 19		Adults: Adolescents:		
ii) Number of workers who received holidays in the		a) same month b) following month c) third month		
Canteens				
Number of canteens and situations				
Medical facilities				
i) Number of Dispensaries and situations				
ii) Number of Doctors				
iii) Number of Nurses				
Rest Rooms				
i) Number of rest rooms				
ii) Details of accommodation, furniture and other equipment provided				
iii) Approximate average daily attendance of workers				

<b>VII. Beedi and Cigar worker details</b>	
Average number of employees employed daily in the industrial premises	Men Women Young persons: (i) Male (ii) Female
Average monthly number of home workers employed: (i.e., who work in their homes)	
Normal hours worked per week in the industrial premises	
Number of days worked in the year in the industrial premises:	
Young persons	a) employed in the industrial premises b) employed in homes
Other than Young persons:	a) employed in the industrial premises b) employed in homes
Number of female employees who were given maternity benefit during the year	a) employed in the industrial premises b) employed in homes

**FORM-C**

**CERTIFICATE OF REGISTRATION / LICENSE OF ESTABLISHMENT – Sec. 2(d) and 4(2)**  
**The Andhra Pradesh (Issuance of Integrated Registration and Furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015**

1. Registration / Licence Number (LIN):

2. Name of the Establishment:

3. Address of the Establishment:

4. Employer Name:

5. Employer Address:

6. Category of Establishment:	No. of workers	Nature of work/business	Date of commencement	Date of completion
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7. Date of issue:

8. Registration valid up to:

It is hereby certified that the establishment has been Registered / Licensed under The Andhra Pradesh Issuance of Integrated Registration and Furnishing of Combined Returns under various Labour Laws by certain Establishments) Act, 2015.

The License is granted for doing the work of  
in the Establishment of

\_\_\_\_\_  
(Principal Employer).

**REGISTERING / LICENSING OFFICER**

**Note:**

1. The Registration / License is valid from the date of Registration / License, to 31<sup>st</sup> March of the third year. Registration / License shall be renewed for the next three years before 31<sup>st</sup> March of the third year.

2. If the information furnished by the employer is subsequently found that any of the particulars furnished are wrong, or essential information is suppressed or misrepresented, the Registration / License is liable for cancellation without any notice and the employer will be liable for penal action as per law.

3. The Certificate of Registration / License is generated instantaneously, based on the information furnished by the employer in the application, which can be verified online in the mee-seva website at [www.ap.meeseva.gov.in](http://www.ap.meeseva.gov.in).

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**J.S.V. PRASAD**  
**SPECIAL CHIEF SECRETARY TO GOVERNMENT**

To  
The Commissioner, Printing, Stationery and Stores Purchase, Andhra Pradesh,  
Vijayawada for publication in the Extraordinary issue of A.P. Gazette and supply

:: 12 ::

20 copies to Government, 100 copies to the Commissioner of Labour, Andhra Pradesh, Vijayawada.

The Commissioner of Labour, Andhra Pradesh, Vijayawada.

All the District Collectors, through the Commissioner of Labour, AP, Vijayawada.

**Copy to :**

OSD to Hon'ble Minister for Labour, Government of Andhra Pradesh.

The Law (B) Department, A.P., Secretariat, Velagapudi.

Sc/Sf.

// FORWARDED BY ORDER//

**SECTION OFFICER**