

No. 170 /III-IR/10-57/59.



Office of the
Commissioner, of Labour,
Madhya Pradesh.

Indore, dated the 10 JAN 1961

To

The Secretary,
The All India Trade Unions Congress,
4 Ashok Road,
NEW DELHI.

Sir,

Two copies of the Madhya Pradesh
Industrial Relations Act (No. 27 of 1960) and
Indian Trade Unions (Madhya Pradesh Amendment)
Act, (No. 28 of 1960) are enclosed as desired
in your letter No. 206/A/60 dated the 4th
March, 1960.

Please acknowledge receipt.

Yours faithfully,

Encl: 2.

Devi Dab
for/Commissioner of Labour,
Madhya Pradesh, Indore.

—:0*0:—

Goyal/3I.

Government of Mysore.

Office of the Commissioner of Labour,
No.5, Infantry Road, Bangalore-1

No.EI/CD/Misc. /61

3rd February 1961

To

THE SECRETARY,

All India Trade, union Congress,
4, Ashoka Road, new Delhi.

Sir,

Subject: List of Members affiliated to -

.....

Please refer to this office letter of even number dated 3.1.1961 and a subsequent reminder dated 16.1.1961. I request you kindly to look into the matter personally and send the list immediately as they are urgently required in connection with implementation work.

Yours faithfully


(K.H. Ramadas)

Assistant Labour Commissioner
(Evaluation & Implementation)

Government of Mysore.

Office of the Commissioner of Labour,
No.5, Infantry Road, Bangalore-1

No.EI/CD Misc./61

3rd January 1961

To

The Secretary,
All India Trade Union Congress
4, Ashoka Road.
New Delhi

Sir,

Subject: List of members affiliated to -
X X X

I shall be much obliged if you can kindly send me
a list of unions/Associations/organisation of workers/~~employers~~
who are affiliated to your organisation in the Mysore State.

Please treat this as most urgent and the reply sent
early.

Yours faithfully,



(K.H. Ramadas)
Assistant Labour Commissioner
(Evaluation & Implementation),

January 31, 1961.

Assistant Labour Commissioner,
Evaluation & Implementation,
Government of Mysore,
5, Infantry Road,
Bangalore.1.

Dear Sir,

Please refer to your letter No.
EI/CD/Misc /61 dated 3rd January, 1961,
asking us about supplying the list of
unions affiliated to us in the State of
Mysore.

Enclosed please find the list of
unions.

Yours faithfully,

Encl:

(K.G. Srivastava)
Secretary.

INDUSTRY: TEXTILE (COTTON).

1. Sri Krishna Weaving Mills Labour Association,
Subramanyapuram,
Bangalore.
2. S.K. Weavers Unions,
Mahanavannikatta,
Mangalore.
3. Udipi Taluk Weavers Union,
Court Road,
Udipi.
4. Mahalakshmi Woollen, Cotton & Silk Workers Union,
Main Road, Yeshwantpur,
Bangalore.
5. Bangalore Dt. Textile Workers Union,
50-A Arcot Srinivasachar St.,
Bangalore 2.

INDUSTRY: TEXTILE (SILK).

1. Bangalore Silk Workers Union,
50-A Arcot Srinivasachar St.,
Bangalore 2.
2. Resham Kamgar Union,
402, Baghat Singh Chowk,
Belgaum.
3. Mysore Dist. Silk Workers Union,
Laxmi Buildings,
Mysore.

INDUSTRY: ENGINEERING.

1. Steel Construction Co. Ltd.,
Employees' Association,
Kalasipalayam Bus Stand,
Bangalore 2.
2. S. Kanara Automobile & Engineering Workers Union,
Maidan Road,
Mangalore.
3. Bangalore Dt. Engineering Workers Union,
Bus Stand, Kalasipalayam,
Bangalore.
4. Indian Hume Pipe Co. Workers Union,
Main Road, Yeshwantpur,
Bangalore.
5. Indian Hume Pipe Mazdoor Sangh,
Shimoga.
6. Mysore Kirloskar Employees Union,
Harihar.
7. Coorg Dt. Automobile & Engineering Workers Union,
Mercara.
8. Electro-Metallurgical Employees Union,
Dandeli, N. Kanara.

ENGINEERING - Contd.

9. Bangalore Dt. Motor Workers Union,
Kalasipalayam Bus Stand,
Bangalore 2.
10. Iron & Steel Kamgar Union,
402, Baghat Singh Chowk,
Belgaum.
11. New Bemco Eng. Kamgar Union,
402, Baghat Singh Chowk,
Belgaum.
12. Shimoga Dt. Automobile Workers' Association,
Nehru Road,
Shimoga.
13. Karwar Electric Supply & Trading Co. Employees Union,
C/o. B.P. Kadam, Karwar.

INDUSTRY: TRANSPORT (ROADWAYS).

1. Tumkur Dt. Motor Workers Union,
Tumkur.
2. Kolar Dt. Motor Workers Union,
Kolar Town.
3. City Auto Workers & Taxi Drivers Union,
Bangalore.
4. Shimoga Automobile Workers Association,
Shimoga.

INDUSTRY: PORT & DOCK.

1. Mangalore/ Bunder Workers Union,
Maidan Road, Mangalore.

2x

INDUSTRY: PLANTATIONS.

1. Coorg Dt. Estate Workers Union,
160-C4 Pioneer Road, Mercara.
2. S.K. Coffee, Cardamom & Allied Labour Union,
Maidan Road, Mangalore.
3. Karnatak Provincial Plantation Workers Union,
Mahatma Gandhi Road,
Chikmagalore.

INDUSTRY: MINING OTHER THAN COAL.

1. Mysore Mine Workers Union,
Marikuppam, KGF.
2. Champion Reef Mine Labour Association,
Champion Reefs, KGF.
3. Hyderabad Gold Mines Labour Union,
Hutti, Via Raichur.
4. Karnatak Manganese Mine Workers' Union,
Dandeli.

INDUSTRY ; CHEMICALS.

1. Chemical & Oil Kamgar Union,
402, Baghatsingh Chowk,
Belgaum.

INDUSTRY: CEMENT.

1. Shahabad Cement Factory Workers Union,
Shahabad,
Mysore.
2. Bhagalkote Cement Workers Union,
Venkatpet,
Bagalkote.

INDUSTRY: PUBLIC WORKS, BUILDING.

1. Timber Mill Workers Union,
Bolar Ferry Road,
Mangalore.
2. P.W.D. Military Workshop Union,
Bidar.
3. Saw Mills & Carpentry Workers union,
50-A Arcot Srinivasachar St.,
Bangalore 2.
4. Mysore Commercial Union Employees Association,
Main Road, Yeshwantpur,
Bangalore.3.
5. Indian Plywood Employees Union,
Dandeli, N. Kanara.
6. Sharvathi Project Dam Workers Union,
Lingana Makki,
P.O. Kargal, Sagar Taluk.

INDUSTRY: FOOD & DRINKS.

1. Cashewnut Workers Union,
Maidan Road,
Mangalore.
2. The KGF Dairy Workers Union,
Champion Reef,
KGF.

INDUSTRY: TOBACCO.

1. S.K. Beedi & Tobacco Labour Union,
Maidan Road, Mangalore.
2. Panemangalore Beedi Labour Union,
Panemangalore.
3. Kotekar Circle Beedi Labour Union,
Thokkotu Ullal, S. Kanara Dt.
4. Udipi Taluk Beedi Labour Union,
Sheeribeedu, Udipi.
5. Puttur Taluq Beedi Labour Union,
Koonorka, Aryapu Puttur, S. Kanara.
6. Bantwal Beedi Labour Union,
Bantwal, S. Kanara.

TOBACCO - Contd.

8. Beedi Workers Union, Chilapur.
9. Kumbbla Beedi Labour Union, Kumbbla.
10. Beedi Workers Union, Kolar Town.

INDUSTRY: PRINTING & PAPER.

1. S. Kanara Press Workers Union,
Maidan Road, Mangalore.
2. West Coast Paper Mills Workers Union,
Dandeli.

INDUSTRY: MUNICIPAL & LOCAL BODIES.

1. S.K. Municipal & Local Board Workers Union,
Maidan Road,
Mangalore.
2. The KGF Sanitary Board Workers Union,
Andersonpet, KGF.
3. Udipi Municipal Workers Union,
Udipi.
4. Mysore City Municipal Workers Union,
Mysore.
5. Municipal Workers Union, Bidar.
6. V. Sanitary Board Workers Union,
C/o Corporation Workers Union,
Corporation Offices, Bangalore 2.
7. Municipal Kamgar Union,
Kalrayi Bazar, Bijapur.
8. Municipal Workers' Union,
Azad Buildings, Tumkur.
9. Mysore District Municipal Labour Union,
Laxmi Buildings,
Mysore.
10. City Improvement Trust Board Employees Union,
Laxmi Buildings,
Mysore.
11. Kunigal Town Municipal Workers Union,
Anjanappa Buildings, Kunigal.

INDUSTRY: Leather.

1. Tannery Workers Union,
Devarajeevana Halli,
Bangalore 6.

INDUSTRY: GLASS & POTTERY.

1. Fire-bricks & Potteries Workers Union,
Main Road, Yeshwantpuram,
Bangalore.

GLASS & POTTERY - Contd.

2. S.K. Tile Workers Union,
Tilery Road, Bolar,
Mangalore.
3. Tile & Mill Workers Union,
Kalyanpur,
S. Kanara.
4. Yeshwantpur Tile Workers Union,
Bangalore.
5. Firebricks & Tile Workers Union,
L.56 K.V. Temple St.,
Bangalore.2.
6. Mysore Stoneware Pipes & Potteries Employees Union,
Chickbanavar P.O.,
Bangalore.

INDUSTRY: PERSONAL SERVICES.

1. The KGF Hospital Workers Union,
Champion Reefs, K.G.F.
2. S. Kanara Hotel Workers Union,
Maidan Road,
Mangalore.
3. Bangalore Dt. Hotel & Canteen Workers' Union,
Main Road,
Yeshwantpur,
Bangalore.
4. City Hotel Workers Union,
Lakshmi Buildings,
Mysore.
5. Mysore Dt. Hotel Workers Union,
K-48-D, Bannumiah Road,
Mysore.
6. Shimoga Hotel Workers union,
Nehru Road,
Shimoga.

INDUSTRY: MISCELLANEOUS.

1. The Saw Mill Workers Union,
Kanoor Road, Derebail Village,
Mangalore.
2. Guttedar Kolsa Kamgar Union,
Shahabad.
3. B.C.M. Workers Union,
Main Road, Yeshwantpur,
Bangalore.
4. Mysore Mandya Garden Workers Union,
Laxmi Buildings, Mysore.
5. Chickmagalur Dist. General Workers Union,
Mahatma Gandhi Road,
Chickmagalur.

31921

No. CL./II/E & J/
Office of the Commissioner of Labour,
New Mental Hospital Building,
Jehangirpure, Ahmedabad.
14-1-1961.

To

1. The Secretary,
Indian National Trade Union Congress,
17, Janpat, New Delhi.
- ✓ 2. The Secretary,
All India Trade Union Congress,
4-A, Hok Road, New Delhi.
3. The Secretary,
Hind Mazdoor Sabha,
Servants' of India Societies' Home,
Sandhurst Road, Bombay 4.
4. The Secretary,
United Trade Union Congress,
249, Rav Bazar Street,
Calcutta.

Subject:- Code of Discipline in the Industry.
Supply of information in respect of
the setting up of the Screening
Machinery under the -

Sir,

With reference to this office letter No. CL/II/
25930 dated 6th December 1960, on the above subject,
I have to request you kindly to send your reply in
the matter at an early date.

Yours faithfully,



(M.B. Dave),
Assistant Commissioner of Labour
and
State Implementation & Evaluation Officer
Ahmedabad.

Government of Mysore.

Office of the Commissioner of Labour,
No.5, Infantry Road, Bangalore-1

No.EI/CD/Misc /61

16th January 1961

To

THE SECRETARY

All India Trade Union Congress
4, Ashoka Road, New Delhi.

Sir,

Sub: List of members affiliated to -

.....
Please refer to this office letter of even number dated 3.1.1961. I request you kindly to look into the matter personally and send the list immediately as they are urgently required in connection with implementation work.

Yours faithfully,

K.H. Ramadas

(K.H. Ramadas)
Assistant Labour Commissioner
(Evaluation & Implementation)

v5

12/11

22 FEB 1961

A. I. T. U. C.
Received... 3/22.2.61.
Replied... To

200

No. CL/II/E & I/ 35863
Office of the Commissioner of Labour,
New Mental Hospital Building, Asarwa,
Ahmedabad-11, Dated 20th February 1961.

20 FEB 1961

✓ The Secretary,
All India Trade Union, Congress,
4-A, Hok Road, New Delhi.

The Secretary,
United Trade Union Congress,
249, Bav Bazar Street,
Calcutta.

Subject :- Code of Discipline in the Industry.
Supply of information in respect of
the setting up of the Screening
Machinery under the -

Sir,

With reference to this office letter No. CL/II/259 so
dated 6th December 1960 and the subsequent letter No. CL/II/E & I/
31921 dated 16th January 1961, on the above subject, I have
to request you kindly to send your reply in the matter at an
early date.

Yours faithfully,

A. J. ...
Assistant Commissioner of Labour
and
State Implementation & Evaluation Officer,
Ahmedabad.

4/14/61
PRIVATE SECRETARY TO

CMS-E-II/

Recd. no.

Sachivalaya, Bombay - 1

29th March 1961.



सत्यमेव जयते

CHIEF MINISTER

Dear Sir,

The Chief Minister has received your letter, dated the 17th March 1961. He is looking into the matter.

Yours faithfully,

(R. D. Pradhan)

*P.H. Sharma has this reference -
mm
5/4*

Shri S. A. Dange, M.P.,
4, Ashok Road,,
New Delhi.

*I have mentioned of chairman to you
article in the Kesari article would
participate common passion.*

April 24, 1961

Dr.G.P.Sinha, Ph.D. (Cornell),
Head of the Department of Labour and
Social Welfare,
Patna University,
PATNA 5


Dear Sir,

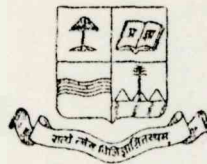
Thank you for your letter No.157-58/61-P.T.
dated 14th April 1961, with regard to practical training
of the students of the Department of Labour and
Social Welfare, Patna University.

We are prepared to arrange for the practical
training of two students, the names and particulars
about whom may be sent to this office at an
early date. We would then take up this matter with
the unions affiliated to us with which the students
may be attached for the practical training.

Awaiting to hear from you,

Yours faithfully,


(K.G.Sriwastava)
Secretary



869/17-4-61

PATNA UNIVERSITY

No. 157 58/61-P.T.
Patna, the 14th April, 1961.

From:-

Dr. G.P. Sinha, Ph.D. (Cornell),
Head of the Department of
Labour and Social Welfare,
Patna University, Patna - 5

To

The Secretary,
All India Trade Union Congress,
4, Ashok Path, NEW DELHI

Subject:- Practical Training of the students of the Deptt. of
Labour and Social Welfare, Patna University.

Dear Sir,

As you are aware the Patna University is running an
M.A. Course in Labour and Social Welfare. Every year we send
our students for practical training which is the requirement of
the theoretical course.

The period of training will be for a period of
four months beginning from June 1, 1961. The trainees will
be strictly under your disciplinary control and will receive no
remuneration.

I, therefore, request you to take two students from
this Department for practical training on subjects like
Trade Union Movement, Labour Movements and the Trade Unions,
etc. It is needless to add that the practical training of the
students entirely depends upon the co-operation of the
Managements, Govt. Officials and Trade Union Institutions like
yours. I hope you will be kind enough to take an early action
in the matter.

The University would be very much obliged to you for
your valuable co-operation in the matter.

Thanking you.

Yours faithfully,

G.P. Sinha
(G.P. Sinha) 15/4/61
Head of the Department.

Accessed. Mr. Sinha
for the purpose of
20/4/61 in the letter to the
The Ministry for the
17/4/61

A.I.T.I.C.
987/22-461

ANDHRA PRADESH LABOUR SEMINAR
H Y D E R A B A D

Reception Committee:

Chairman: Sri N. Ramachandra Reddy,
Minister for Labour.
Secretary: Sri E. V. Ram Reddi, IAS,
Commissioner of Labour.

Tele gram: 'LABCOM'
phone: 2545

"AIWAN-E-AKHTAR"
3-6-128, Hyderguda,
Hyderabad.

Dated 12th APRIL, 1961.

Dear Sir,

Sub:- Holding of the Labour Seminar on 17th,
18th and 19th June 1961 at Hyderabad -
intimation of.

Ref:- Our letter dated 20th February, 1961.

@-@-@-@-@

As intimated to you already in our letter, the Labour Seminar will be held at Hyderabad on 17th, 18th and 19th June 1961. Sri V. V. Giri, Governor of Kerala, will inaugurate the Seminar. Eminent persons connected with labour and industry will also take part in the discussions. The detailed programme will be sent to you shortly.

A short note on the location, climate, railway and plane timings, etc., for information and a proforma to be filled in and sent by 15th May 1961 are enclosed.

I shall be happy if you could attend the Seminar.

Yours sincerely,

W. Ram Reddi
SECRETARY.

Let local comm. attend

We are not sending anyone! S.P.D.
Don't write me by mail. Write to Das.
Das.

Government of Mysore.

Office of the Commissioner of Labour,
No.5, Infantry Road, Bangalore-1

No. EI/Comt /PR-74 /60-61

Dated: 15-5-61

To

A. I. T. U. C.
Received... 15/5/61
Replied.....

The Secretary

Sir,

All India Trade Union Congress.

No. 4 Astor Road

Sub: New Delhi

Sub. Constitution of the State Implementation and Evaluation Committee.

In inviting reference to this office letter of even number dated 29-4-61 and subsequent reminders noted in the margin I request you to send your reply at an early date.

Yours faithfully,

Ramesh
(K.H. Ramadas)

Assistant Labour Commissioner
(Evaluation & Implementation)

v500

15/5

No.200/A/61
May 19, 1961

Shri K.H.Randdas,
Assistant Labour Commissioner
(Evaluation & Implementation),
No.5 Infantry Road,
BANGALORE 1

Sub: Constitution of the State Implementation
and Evaluation Committee

Dear Sir,

With reference to your letter
No.EI/Comt/PR.74/61-62 dated 29th April
1961 on the above subject, it is requested
that our State Committee in Mysore may kindly
be contacted in connection with nominations
to the State Evaluation & Implementation
Committee for the year 1961-62.

The address of our State Committee is given
below:

General Secretary,
Karnatak Pradesh Trade Union Congress,
50-A Arcot Srinivasachar St.,
BANGALORE 2.

Thanking you,

Yours faithfully,

1/20
B.K.A.
(K.G.Sriwastava)
Secretary

Copy to: KPTUC

Please send a nomination for the E&I Committee
with reference to the above letter, directly
to the Asst.Labour Commissioner, Bangalore,
under advice to this office.

GOVERNMENT OF MYSORE
DEPARTMENT OF LABOUR

A. T. U. S.
No. 119/73-22

No: EI/Cont/PR.74/61-62.

Office of the
Commissioner of Labour in Mysore,
No.5, Infantry Road, Bangalore-1,
Dated 29th April 1961.

To

The Secretary,

All India Trade Union Congress,

Sir,

No. 4 Ashok Road, New Delhi.

Subject: Constitution of the State Implementation and
Evaluation Committee.

Action is being taken in this office to send Proposals to
Government to reconstitute the State Evaluation & Implementation -
Committee for the year 1961-62. I am directed to request you to
Nominate your representative in Mysore State.

This may kindly be treated as urgent.

Yours faithfully,

(K.H. Randas)

Assistant Labour Commissioner
(Evaluation & Implementation)

27/4

D'Sza/-

प्रेषक,

श्रीम कनिश्चर, उबर प्रवेश,
पोस्ट बाक्स संख्या २२०,
कानपुर।

सेवा में,

मंत्री, वास्का भारतीय ड्रेड यूनिवन कांग्रेस,
४, बंशोक रोड,
दिल्ली।

संख्या २०/०४

। धाई-१-१२६(३६)। ६१

महात्म,

कानपुर, दिनांक धई ३, १९६१

वास्का पत्र संख्या १७११ स० स०। ६१ दिनांक १७-४-६१, का जे० के० रयन्त
कानपुर द्वारा अनुशासन संहिता के उल्लंघन के विषय में हे प्राप्त हुआ। नामला
विचाराधीन हे।

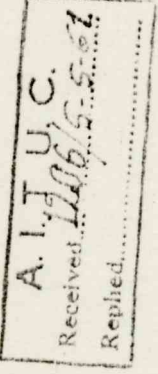
भवदीय,



(श्री प्रताप सिंह)
सहायक श्री कनिश्चर, उबर प्रवेश,
श्रीम कनिश्चर, उबर प्रवेश।

१७/४

कानपुर १-५-६१



No. IPM 1061-IP(I).

Irrigation and Power Department,
Sachivalaya, Bombay No. 32,
4th May 1961.

From:

Shri Y.S. Kulkarni, B.A., LL.B.,
Under Secretary to the Government of Maharashtra,
Irrigation and Power Department.

To

Shri Shripad Amrit Dange
Member of Parliament,
Parliament House,
NEW DELHI.

Subject: Meeting of Members of the Parliament
from Maharashtra State.

....

Sir,

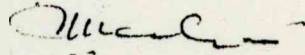
The Government of Maharashtra has, for sometime past, had under consideration the question of convening periodical meetings of the Members of the Parliament from this State for a general discussion regarding irrigation and power development. For various reasons it has not been possible to hold such a meeting so far. It is felt that such discussions would be very useful both to the Members of the Parliament and to the State Government, as it will enable the Members to acquaint themselves with the progress of various irrigation and power projects already under execution and to evaluate the extent of utilization of resources, and the planning for further utilization.

2. In the recent meeting of Members of the Parliament from Maharashtra State held in New Delhi on 9.3.1961 the Members of the Parliament and Minister, Irrigation and Power Department Maharashtra, consented to call the meeting of Members of the Parliament from Maharashtra areas in May 1961, and also to show them round the Koyna Project. It has accordingly now been decided that such a meeting should be held in Bombay on 22nd May 1961, in the Committee Room on the 6th floor of Sachivalaya Annexe (Room No. 659 - 661) at 11.00 A.M. The Members of Parliament will be shown round the Koyna Project on 23rd May 1961. The detailed programme of visit to Koyna Project will be communicated hereafter.

3. I am to request you kindly to make it convenient to attend the meeting and also joint the visit to the Koyna Project. During your stay in Bombay, the necessary lodging and Boarding arrangements will be made in the M.L.As. Hostel, Bombay at Government cost. In case you propose to attend the meeting the accompanying form may kindly be returned duly filled in, to enable this Department to make further necessary arrangements.

4. I am also to request you to send intimation at least four days in advance, of the meeting, regarding specific questions, if any, which you intend to discuss.

Yours faithfully,



(Y.S. KULKARNI)

Under Secretary to the Government of Maharashtra,
Irrigation and Power Department.

Meeting of Members of the Parliament from Maharashtra
in Bombay.

-X-X-X-X-X-

1. Name of Member.
2. Date and time of arrival
in Bombay (alongwith
name of train).
3. (a) Whether the Member
desires to avail
of the facility of
lodging and boarding
in M.L.A's Hostel.

(b) If so, whether
vegetarian or non-
vegetarian.
4. Whether the member would
join the visit to the
Koyna Project.

No.206/A/61
June 20, 1961

MOST URGENT

The Complaints Officer,
Delhi Telephones,
Eastern Court,
New Delhi-1

Dear Sir,

We are constrained to report to you that we are being repeatedly harassed by wrong calls - twenty to thirty calls coming in every day on our telephone No.48771.

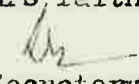
It seems all the calls meant for telephone No.44717 land up on our telephone. Telephone No.44717 as we understand from the callers belong to Chaudhury Rambahir Singh. Since the wrong calls have been coming for the last one week, we presume that in the Exchange, our telephone has been apparently misconnected to telephone No.44717.

The complaint had been made to 98 four days back but there has been no improvement in the situation. This morning, we had also informed the Supervisor concerned.

We are writing this letter in order to seek your immediate assistance to end the continuing harassment on our telephone.

Thanking you,

Yours faithfully,


Secretary

Immediate.

No. CL/II/E & I/ 7951
Office of the Commissioner of Labour,
New Mental Hospital Building, Asarva,
Ahmedabad-11.

To

A. I. T. U. ✓
I.R. No. 1920
File No. 22717

The Secretary,
All-India Trade Union Congress,
17, Janpat, New Dehli.

13 JUN 1961
INTUC
Inward No. 1938
19 JUN 1961
V/II/172

Subject:- Code of Discipline in the Industry
Supply of information in respect of the
setting up of the Screening Machinery
under the - - -

Sir,

I am to refer to this office letter No. CL/II/25950 dated 6th December 1960, and the subsequent reminder letter Nos. CL/II/3192 dated 16-1-61, No. CL/II/E & I/35663 dated 20-2-1961, No. CL/II/E & I/37892 dated 3-3-61, No. CL/II/E & I/387 dated 4-4-61, No. CL/II/E & I/1582 dated 14-4-61 and No. CL/II/E & I/6036 dated 30th May 1961, on the above subject, and to state that this office has not received any information from you so far. I shall, therefore, be very glad if you will kindly expedite your reply.

Yours faithfully,

M. B. W. T.

Assistant Commissioner of Labour,
and
State Implementation & Evaluation Officer,
Ahmedabad.

"KJV".16.6.

BY
19/6

ORDINARY

(1) CHIEF MINISTER KERALA
TRIVANDRUM

(2) COMMUNIST PARTY
TRIVANDRUM

VEHEMENTLY CONDEMN GOPALANS ARREST STOP HUNGERSTRIKE RESORTED
TO FULLY JUSTIFIED REASONS STOP DEMAND IMMEDIATE SETTLEMENT
AMRAVATI ISSUE ~~STOP~~ AND GOPALANS RELEASE

ATCHUTHAN PANDHE MUKHERJEE KRISHNAN BABURAO
SUNDRIYAL RAMDHARI SARVAJIPSINGH DHANIRAM
OF CENTRAL OFFICE ALL INDIA TRADE UNION CONGRESS

UN INDIA
 21/2/61

DIRECTORATE OF PUBLIC RELATIONS: DELHI.

No.F.11(1)/60-DPR/

Dated the 21/2 June, 1961.

From

The Director Public Relations,
 Delhi Administration,
 Delhi.

To

The Secy, All India Trade Union
Congress, Ashoka Road,
New Delhi

Subject:-

Compilation of list of invitees to official functions.

Dear Sir,

I am desired to say that the list of non-official invitees to the functions organised by the Central Government/Delhi Administration, maintained by this Directorate, is being revised.

I am, therefore, to request you kindly to forward names of President and Secretary for inclusion in the said list. In this connection, it may be pointed out that the issue of invitations for official functions ultimately depends upon the number of seats available.

In order to enable us to complete the compilation of the lists in time, I am to request you kindly to furnish the necessary information in the following proforma by 30th June 1961 at the latest.

Name of the Organisation. _____

S.NO.	Name of the person.	Status of the person.	Married or unmarried.	Address in full.
-------	---------------------	-----------------------	-----------------------	------------------

Yours faithfully,

(A.S. Sharma)
 For Director Public Relations,
 Delhi.

ORDINARY

(1) CHIEF MINISTER KERALA
TRIVANDRUM

(2) COMMUNIST PARTY
TRIVANDRUM

VEREMENTLY CONDEMN GOPALANS ARREST STOP HUNGERSTRIKE RESORTED
TO FULLY JUSTIFIED REASONS STOP DEMAND IMMEDIATE SETTLEMENT
AMRAVATI ISSUE ~~XXXX~~ AND GOPALANS RELEASE

ATCHUTHAN PANDIE MUKHERJEE KRISHNAN BABURAO
SUNDRIYAL RAMDHARI SARVAJITSINGH DHANIRAM
OF CENTRAL OFFICE ALL INDIA TRADE UNION CONGRESS

Assistant Labour Commissioner
(Evaluation & Implementation)

v500

EST

Andhra Pradesh Labour Seminar, Hyderabad
17th, 18th and 19th June 1961.

@-@-@-@-@

Location:

Hyderabad is the capital of Andhra Pradesh. The Capital consists of two twin cities of Hyderabad and Secunderabad. The City has three main Railway Stations namely Secunderabad Railway Station (broad guage and metre guage) Nampally Railway Station (broad guage) and Kachiguda Railway Station (metre guage). It is situated at 1760 ft. above sea level. The City is on the Central Railway 491 miles from Bombay, 491 from Madras, 982 miles from Calcutta and 1,044 miles from Delhi. The Airport at Hyderabad is called Begumpet Airport which is 4 miles from Hyderabad.

Climate:

The climate at Hyderabad will be pleasant with the onset of monsoon in the beginning of the month. The temperature in June varies between 95°F. and 70°F.

Plane & Railway timings:

Table A indicates the arrival and departure timings of planes at Begumpet Airport. Table B gives the arrival and departure timings of trains at Hyderabad (Nampally) and Kachiguda Railway Stations. Delegates are requested to alight at these two stations. Nampally is the terminus for broad guage and the delegates are requested to get down at Nampally instead of at Secunderabad. Volunteers will receive the delegates at the two Railway Stations mentioned above and at the Airport and assist them in taking them to the places of their stay.

The list of hotels with the tariff rates and other details is enclosed. Necessary arrangements for providing transport facilities to the delegates are being made.

The Seminar will be held at the Jubilee Hall,
Public Gardens.

T A B L E 'A'.

TIMINGS OF PLANE SERVICES.

DELHI / MADRAS / DELHI

IC - 403
DAILY

0615
0925
1005
1140

Dep.
Arr.
Dep.
Arr.

DELHI
HYDERABAD
HYDERABAD
MADRAS

Arr.
Dep.
Arr.
Dep.

IC - 404
DAILY

2025
1715
1635
1500

BOMBAY / BANGALORE / BOMBAY

IC - 119
DAILY

0700
0955
1015
1220

Dep.
Arr.
Dep.
Arr.

BOMBAY
HYDERABAD
HYDERABAD
BANGALORE

Arr.
Dep.
Arr.
Dep.

IC - 120
DAILY

2000
1705
1645
1440

HYDERABAD/VISAKHAPATANAM/HYDERABAD.

(Thrice Weekly on MONDAYS, WEDNESDAYS
and FRIDAYS)

-@-@-@-@-

IC - 127

1110
1310

Dep.
Arr.

HYDERABAD
VISAKHAPATNAM

Arr.
Dep.

IC - 128

1615
1415

X X X X X X X
X X X @ X X X X @ X X X X @ X X X X X
X X X X X X X X X X X X X X X X X X X
X X X X X X X X X X X X X X X X X X X

T A B L E 'B'.

TIMINGS OF TRAIN SERVICES,
HYDERABAD-CITY-BROAD GUAGE

	<u>Arrival</u> H. M	<u>Departure</u> H. M
Wadi Secunderabad Express (331 and 332)	8.15 <u>(331)</u>	19.20 <u>(332)</u>
Poona Secunderabad Fast Passenger (329 and 330)	5.15 <u>329</u>	09.55 <u>330</u>
Delhi-Madras (G.T.Express) (319 and 320)	6.35 <u>320</u>	19.35 <u>319</u>
Hyderabad Howrah Express (Janta) (45 and 46)	10.20 <u>45</u>	22.50 <u>46</u>
Hyderabad-Puri Passenger (47 and 48)	20.30 <u>48</u>	16.40 <u>47</u>
Raichur-Secunderabad Fast Passenger (333 and 334)	18.45 <u>333</u>	21.45 <u>334</u>
Hyderabad-Vijayawada Passenger (337 and 338)	17.55 <u>338</u>	06.05 <u>337</u>

METRE GUAGE.

Kachiguda Station:

Kachiguda-Marmad Passenger (561 and 562)	21.40 <u>562</u>	05.45 <u>561</u>
(563 and 564)	09.15 <u>564</u>	20.00 <u>563</u>
Kachiguda-Marmad Godavari Valley Express (551 and 552)	12.05 <u>552</u>	17.15 <u>551</u>
Secunderabad-Dronachalam Express (553 and 554)	19.05 <u>554</u>	20.30 <u>553</u>
Secunderabad-Kurnool Passenger (555 and 556)	09.50 <u>556</u>	15.41 <u>555</u>
Secunderabad-Bangalore City Express (85 and 86)	17.50 <u>86</u>	21.20 <u>85</u>

-@-@-@-@-@-@-@-

DETAILS OF ACCOMMODATION AT HYDERABAD

	Non-vegetarian				Vegetarian			
	European style			Indian style.				
Name of the Hotel:	Ritz Hotel	Percys	Rock Castle	Royal Hotel	Brindhavan	Taj Mahal	Mysore Cafe	Legislators ** H o s t e l
Telephone numbers:	35277	6106-6108	2902	34447-34462	5904	4807-4808	4360	34056, 2924, 2382.
	Charges per day Rs.	Charges per day Rs.	Charges per day Rs.	Charges per day Rs.	Charges per day Rs.	Charges per day Rs.	Charges per day Rs.	Charges per day Rs.
SINGLE ROOM	25, 27, 50 and 35. (inclusive of meals, etc.)	20 and 22 (inclusive of meals, etc.)	20 (inclusive of meals, etc.)	4 and 5 (meals extra)	7 and 12 (meals extra)	7, 9, 10, 12 and 15 (meals extra)	3.50 (meals extra)	3 (Lodging only) Food will be catered by canteens attached to the hostel.
DOUBLE ROOM	40	40	40	7 and 9 (meals extra)			6, 7, 8, 9, 10 and 12. (meals extra)	
SINGLE ROOM AIR-CONDITIONED	40	30				15, 18 & 20.	12 & 16 (meals extra)	

N.B: Delegates are requested to indicate their preference for at least two hotels so that if accommodation is not available in one hotel, it may be arranged in the other.

** The Legislature Secretariat has been addressed for providing accommodation to the delegates in the Legislators Hostel. Reservation in the Hostel would be made if the permission sought for is obtained.

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PROFORMA TO BE FILLED IN AND SENT

1. Name (in Block Letters):
2. Designation and address
(including name of the State)
3. Details of hotel accommodation
(if required)
 - (a) Name of the hotel:
 - (b) Whether vegetarian or
non-vegetarian
 - (c) Period of stay (exact date
and time to be mentioned)
4. Date and time of arrival at
 - (a) Hyderabad Railway
Station (Nampalli)
(Broad Gauge)
 - (b) Hyderabad-Kachiguda
Railway Station
(Metre Gauge)
 - (c) Begumpet Airport:
5. Details of departure from
Hyderabad or Secunderabad
 - (a) Date and time of departure:
 - (b) By plane or train:
6. Whether any assistance is
required for arranging reser-
vation by train/plane for
the return journey.

Dated:

Signature

To

The Secretary,
Andhra Pradesh Labour Seminar,
Hyderguda, Hyderabad.

Das.

No.F.11(?) / 60-DPR

Dated the 18th Nov., 1961.

From

Shri Ram Lal Varma,
 Director Public Relations,
 Block No.9, Old Secretariat,
Delhi

To

Sh. K. G. Srivastava,
Secy, All India Trade Union Congress,
4 Ashoka Road, New Delhi.

Subject: Compilation of list of invitees to the official functions.

Dear Sir,

I am desired to say that the list of non-official invitees to the functions organised by the Central Government/Delhi Administration maintained by this Directorate, is being revised.

I am, therefore, to request you kindly to forward names of President and Secretary for inclusion in the said list. In this connection, it may be pointed out that the issue of invitations for official functions ultimately depends upon the number of seats available.

In order to enable us ^{to} complete the compilation of the lists in time, I am to request you kindly to furnish the necessary information in the following proforma by 5th December, 1961 at the latest. It may please be noted that names received after this date are likely to be left out of the list which has to be finalised sufficiently in advance of the Republic Day.

Name of the Organisation _____

S.No.	Name of the person	Status of the person	Married or Unmarried	Whether residence located to north or south of Rajpath	Address in full
-------	--------------------	----------------------	----------------------	--	-----------------

A. I. T. U. C.
L.R. No. 112X Date 20 Nov 1961
Replied on

Yours faithfully,

Ram Lal Varma
 (Ram Lal Varma)

Director Public Relations; Delhi.

JAIN

Send me the list later.
11/11/61

Office of the Commissioner of Labour,
Framji Cawasji Institute Building,
Dhobi Talao; Bombay-2.
Dated the

02 DEC 1961

From

Shri. M.B. Durve, B.A.,
Chief Government Labour Officer,
Maharashtra State and a Member of
Local Advisory Committee,
All India Radio, Bombay.

206

To

The Secretary,
United Trade Union Congress,
Opera House, Bombay-7.

Subject:- Additional Programme for Industrial
Workers during 11-30 and 12-00 hours
(noon).

Sir,

This is to inform you that All India Radio, Bombay has decided to broadcast an additional programme for industrial workers daily between 11-30 a.m. 12-00 hours (noon) except Sundays. This new feature will be introduced from 4th December, 1961 and can be heard on Bombay 'A' wave length i.e. 288.5 meters and on Bombay 'B' i.e. 544.5 meters. It will mainly consist of Marathi light and Folk Music.

I have, therefore, to request you to take advantage of this additional programme and make the workers in your establishment interested in it.

Yours faithfully,

CHIEF GOVERNMENT LABOUR OFFICER,
Maharashtra State and Member
of the Local Advisory Committee,
All India Radio, Bombay.

KKK.30.11.61.

No.206/A/61
December 26, 1961

Shri Ram Lal Varma,
Director Public Relations,
Block No.9, Old Secretariat,
Delhi.

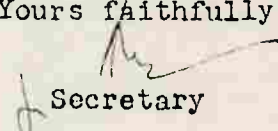
Sub: Compilation of list of invitees to
the official functions.

Dear Sir,

We thank you for your letter No.F.11(1)/60-
DPR dated the 18th November 1961 on the above subject.

A list of our office-bearers who are working
in Delhi is enclosed, in the required proforma.

Yours faithfully,


Secretary

Encl:

Name of the
organisation:

ALL-INDIA TRADE UNION CONGRESS

S. No.	Name of Person	Status of person	Married or Unmarried	Whether residence located to north or south of Rajpath	Address in Full
1.	S.S.Mirajkar	President	Married	North	4 Ashok Road, New Delhi
2.	S.A.Dange,M.P.	Gen. Secretary	"	"	"
3.	Indrajit Gupta,M.P.	Secretary	Unmarried	"	"
4.	Parvathi Krishnan,MP	Vice President	Married	"	20 Dr Rajendra Prasad Road New Delhi
5.	P.Ramamurti,M.P.	Vice President	"	"	88 North Avenue New Delhi 1
6.	K.G.Sriwastava	Secretary	"	"	4 Ashok Road, New Delhi
7.	K.T.K.Tanganani,M.P.	"	"	"	128 North Avenue New Delhi 1

December 23, 1961.

Registrar of Trade Unions,
C/o. Labour Commissioner, Rajasthan,
Jaipur,
(Rajasthan).

Sub:- Registration of the Nagaur Distt.
Chemical Limes Workers Union.

Dear Sir,

Our affiliate, Nagaur District Chemicals Limes Workers' Union, Marwar, Mundawa, informs us that its application for Registration was sent to you long ago. However, the union has not been registered so far.

May I request you to look into the matter and expedite the matter so that the union concern may obtain the registration certificate as early as possible.

Thanking you,

Yours faithfully,

(K.G.)

(K. G. SRIWASTAVA)
SECRETARY.

Copy to:- General Secretary,
Nagaur District Chemicals & Limes Workers Union,
Marwar Mundawa, (Rajasthan).

Chief Minister,
BANGALORE

Labour Minister,
Bangalore

STRONGLY PROTEST AGAINST YOUR GOVERNMENTS ANTI-LABOUR
VIEW WITH DEEP CONCERN
POLICIES STOP MASS HUNGER STRIKE BY TRADE UNIONISTS
~~XXXXXXXXXX~~ ALL OVER STATE DEMANDING REDRESSAL LONG OUTSTANDING
GRIEVANCES OF WORKERS STOP OUR TRADE UNIONS SUPPORT JUST
STRUGGLE MYSORE TRADE UNIONISTS AND DEMAND YOUR GOVERNMENT
REVERSE POLICIES AND ENSURE IMMEDIATE SETTLEMENT ISSUES

DANGE GENERAL SECRETARY AITUC

The

Calcutta



Gazette

सत्यमेव जयते

Extraordinary

Published by Authority

MAGHA 24]

MONDAY, FEBRUARY 13, 1961

[SAKA 1882

PART IVA.—Bills introduced in the West Bengal Legislative Assembly; Reports of Select Committees presented or to be presented to that Assembly; and Bills published before introduction in that Assembly.

GOVERNMENT OF WEST BENGAL

LAW DEPARTMENT

Legislative

NOTIFICATION

No. 427L.—13th February, 1961.—The Governor having been pleased to order, under rule 66

of the Rules of Procedure and Conduct of Business in the West Bengal Legislative Assembly, the publication of the following Bill, together with the Statement of Objects and Reasons which accompanies it, in the *Calcutta Gazette*, the Bill and the Statement of Objects and Reasons are accordingly hereby published for general information:—

**THE WEST BENGAL SHOPS AND ESTABLISHMENTS
BILL, 1961.**

**A
BILL**

to regulate holidays, hours of work, payment of wages and leave of persons employed in shops and establishments.

It is hereby enacted in the Twelfth Year of the Republic of India, by the Legislature of West Bengal, as follows:—

Short title,
extent,
commence-
ment and
applica-
tion.

1. (1) This Act may be called the West Bengal Shops and Establishments Act, 1961.

(2) It extends to the whole of West Bengal.

(3) It shall come into force on such date as the State Government may, by notification, appoint.

(4) It shall apply to the areas to which and also to the classes of shops and establishments to which the Bengal Shops and Establishments Act, 1940 applied, immediately before the commencement of this Act; and shall also apply to such other areas or to such other classes of shops or establishments as the State Government may specify by notification.

Ban. Act
XVI of
1940.

Definitions.

2. In this Act, unless there is anything repugnant in the subject or context,—

(1) "closed" means not open for the service of any customer or for any other purpose whatsoever relating to business;

(2) "commercial establishment" means a concern or undertaking in which is conducted the business of advertising, commission, forwarding or commercial agency, a clerical department of a factory or of any industrial or commercial business, an insurance company, joint stock company, bank or broker's office, or exchange, or such other class or classes of concerns or undertakings as the State Government, after taking into consideration the nature of their work, may, by notification, declare

The West Bengal Shops and Establishments Bill, 1961.

(Clause 2.)

to be, for the purposes of this Act, commercial establishments, but does not include a shop or an establishment for public entertainment or amusement;

- (3) "day" means a period of twenty-four hours beginning at midnight;
- (4) "employer" means a person owning or having charge of an establishment and includes an agent or manager of, and any other person acting on behalf of, such person in the general management or control of such establishment;
- (5) "establishment" means a commercial establishment or an establishment for public entertainment or amusement;
- (6) "establishment for public entertainment or amusement" means a restaurant, eating-house, cafe, cinema, theatre and such other class or classes of concerns or undertakings as the State Government, after taking into consideration the nature of their work, may, by notification, declare to be, for the purposes of this Act, establishments for public entertainment or amusement, but does not include a shop or a commercial establishment;
- (7) "half day" means,—
 - (a) when used in relation to a shop, a continuous period of half of the ordinary daily working hours of such shop beginning at the commencement or ending on the termination of the ordinary daily working hours, or
 - (b) when used in relation to an establishment, a continuous period of six hours between the hours of half past eight o'clock *ante meridiem* and half past eight o'clock *post meridiem*;
- (8) "notification" means a notification published in the *Official Gazette*;
- (9) "person employed" used in relation to a shop or an establishment means a person wholly or principally employed in connection with the business of the shop or the establishment, but does not include an owner of the shop or the establishment or the husband, wife, child, father, mother, brother or sister of such an owner who lives with, and is dependent on, such owner;
- (10) "prescribed" means prescribed by rules made under this Act;
- (11) "registering authority" means the Chief Inspector of Shops and Establishments or any other person appointed in this behalf by the State Government as the registering authority for any area;
- (12) "shop" means any premises used wholly or in part for the wholesale or retail sale of commodities or articles, either for cash or on credit, and includes any offices, store-rooms, godowns or warehouses, whether in the same premises or elsewhere, used in connection with such sale or with the storage of commodities or articles for the purpose of such sale and also includes such other class or classes of premises as the State Government, after taking into consideration the nature of the work carried on there, may, by notification, declare to be shops for the purposes of this Act, but does not include an establishment.

Explanation.—If any doubt arises as to whether any premises or an establishment are a shop or a commercial establishment or an establishment for public entertainment or amusement, the question shall be referred to the State Government by the registering authority, *suo motu* or on application, and the decision of the State Government shall be final;

- (13) "shop-keeper" means a person owning or having charge of the business of a shop, and includes an agent or manager of, and any other person acting on behalf of, such person in the general management or control of a shop;

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 3—5.)

- (14) "wages" means wages as defined in the Payment IV of 1966. of Wages Act, 1936;
- (15) "week" means a period of seven days beginning at midnight on Sunday; and
- (16) "young person" means a person who has completed his twelfth year but has not completed his fifteenth year.

References to time of day. 3. References to time of day in this Act shall be deemed to be references to Indian standard time, which is five and a half hours ahead of Greenwich mean time.

Powers of the State Government. 4. The State Government, if it thinks fit to do so in the public interest, may, by notification on such occasions as may be prescribed or as the State Government deems necessary, suspend the operation of any of the provisions of this Act in respect of any class or classes of shops or establishments for such period and subject to such conditions as it thinks fit.

Act or some of its provisions not applicable to certain establishments, shops and persons. 5. (1) This Act shall not apply to—

- (a) offices of or under the Central or State Government, the Reserve Bank of India, any railway administration or any local authority;
- (b) any railway service, water transport service, tramway or motor service, postal, telegraph or telephone service, any system of public conservancy or sanitation or any industry, business or undertaking which supplies power, light or water to the public;
- (c) institutions for the treatment or care of the sick, infirm, destitute or mentally unfit;
- (d) shops or stalls in any public fair or bazar held for a charitable purpose; and
- (e) stalls and refreshment rooms at railway stations, docks, wharves and airports.

(2) The State Government, if it thinks fit to do so in the public interest, may, by notification, exempt from the operation of any of the provisions of this Act, any class or classes of shops or establishments of the following description, namely:—

- (a) public utility concerns or undertakings;
- (b) clubs, residential hotels and boarding houses;
- (c) shops dealing mainly in vegetables, meat, fish, dairy produce, bread, pastries, sweetmeats, flowers or other perishable commodities;
- (d) shops dealing mainly in medicines, surgical appliances, bandages or other medical requisites;
- (e) shops dealing mainly in articles required for funerals, burials or cremations;
- (f) shops dealing in tobacco, cigars, cheroots, cigarettes, biris, pan, liquid refreshments sold retail for consumption on the premises, ice, newspapers or periodicals;
- (g) shops dealing mainly in supplies, stores, or other articles necessary for ships;
- (h) shops or stalls in any public exhibition or show, so far as such shops or stalls deal in retail trade which is solely subsidiary or ancillary to the main purposes of such exhibition or show;
- (i) barbers' and hairdressers' establishments;
- (j) shops dealing in petroleum products or spare parts for motor vehicles;
- (k) excise shops;
- (l) seasonal commercial establishments engaged in the purchase of raw jute or cotton or in cotton ginning or cotton or jute pressing; and
- (m) such other class or classes of shops or establishments as the State Government may consider fit for exemption from all or any of the provisions of this Act.

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 6, 7.)

(3) The State Government may, if it thinks fit to do so in the public interest, by notification, exempt from the operation of any of the provisions of this Act, subject to such conditions as may be specified in the notification, any class or classes of persons employed in a shop or an establishment, in a managerial or confidential capacity or as a traveller, canvasser, messenger, watchman or caretaker or exclusively in connection with the collection, despatch, delivery and conveyance from and to railway booking offices, docks, wharves or airports or with customs examination of goods.

Holidays
in shops.

6. (1) (i) Every shop shall be entirely closed in each week on at least one day and a half day next preceding or next following such day.

(ii) The State Government may, if it thinks fit to do so in the public interest, by notification, specify zonal areas wherein, the day and the half day during which shops are to remain entirely closed under clause (i), shall be the same for all shops and shall be such as may be mentioned in the notification.

(b) Every person employed shall be allowed in each week as holiday at least one day and a half day next preceding or next following such day:

Provided that, when there are conducted in a shop two or more trades or businesses, any of which is of such a character that, if it was the sole trade or business therein conducted, the provisions of this sub-section would not apply to that shop, such shop shall, so far as the conduct of that trade or business is concerned, be exempt from the operation of this sub-section.

(2) No deduction on account of any holiday allowed under sub-section (1) shall be made from the wages of any person employed in a shop.

Hours of
work in
shops.

7. (1) In no shop shall the hour of opening be earlier than eight o'clock *ante meridiem* or the hour of closing be later than eight o'clock *post meridiem*:

Provided that if the State Government or any officer empowered in this behalf by the State Government thinks fit so to do in the public interest, the State Government or such officer may, by notification, change such limits of the hours of opening and closing of shops, either generally or for any particular area.

(2) No person employed in a shop shall be required or permitted to work in such shop for more than nine hours in any one day or for more than forty-eight hours in any one week or after the hour of closing of such shop:

Provided that—

(a) if at the hour of closing of any shop any customer is being served or is waiting in the shop to be served, a person employed in the shop may be required or permitted to work for such period not exceeding thirty minutes after the hour of closing of the shop as may be necessary for serving such customer;

(b) in any day and in any week in which stock-taking, making-up accounts or such other business operation as may be prescribed takes place in any shop, a person employed in the shop may be required or permitted to work overtime in such shop so, however, that—

(i) the total number of hours of his work including overtime shall not exceed ten hours in any one day, and

(ii) the total number of hours worked overtime by him shall not exceed one hundred and twenty hours in any one year.

(3) No person employed in a shop shall be required or permitted to work in such shop—

(a) for more than seven hours in any one day, unless

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 8—10.)

(b) for more than five hours in any one day, unless he has been allowed an interval for rest of at least half an hour during that day.

(4) The periods of work and intervals for rest of every person employed in a shop shall be arranged by the shop-keeper so that together they do not extend over more than twelve hours in any one day.

Holidays
in commer-
cial esta-
blishments.

8. (1) Every person employed in a commercial establishment shall be allowed in each week as holiday at least one day and a half day next preceding or next following such day:

Provided that, when there are conducted in a commercial establishment two or more trades or businesses, any of which is of such a character that, if it was the sole trade or business therein conducted, the provisions of this sub-section would not apply to that establishment, such commercial establishment shall, so far as the conduct of that trade or business is concerned, be exempt from the operation of this sub-section.

(2) No deduction on account of any holiday allowed under sub-section (1) shall be made from the wages of any person employed in a commercial establishment.

Holidays
in esta-
blishments
for public
entertain-
ment or
amuse-
ment.

9. (1) Every person employed in an establishment for public entertainment or amusement shall be allowed in each week as holiday at least one day and a half day next preceding or next following such day:

Provided that, when there are conducted in an establishment for public entertainment or amusement two or more trades or businesses, any of which is of such a character that, if it was the sole trade or business therein conducted, the provisions of this sub-section would not apply to that establishment, such establishment shall, so far as the conduct of that trade or business is concerned, be exempt from the operation of this sub-section.

(2) No deduction on account of any holiday allowed under sub-section (1) shall be made from the wages of any person employed in an establishment for public entertainment or amusement.

Hours of
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ment.

10. (1) No person employed in an establishment for public entertainment or amusement shall be required or permitted to work in such establishment for more than nine hours in any one day:

Provided that a person employed in an establishment for public entertainment or amusement may be required or permitted to work overtime in such establishment so, however, that—

(i) the total number of hours of his work including overtime shall not exceed ten hours in any one day, and

(ii) the total number of hours worked overtime by him shall not exceed one hundred and twenty hours in any one year.

(2) No person employed in an establishment for public entertainment or amusement shall be required or permitted to work in such establishment—

(a) for more than seven hours in any one day unless he has been allowed an interval for rest of at least one hour during that day, or

(b) for more than five hours in any one day unless he has been allowed an interval for rest of at least half an hour during that day.

(3) The periods of work and intervals for rest of every person employed in an establishment for public entertainment or amusement shall be arranged by the employer of such person so that together they do not extend over more than twelve hours in any one day.

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 11—16.)

Special provisions for young persons.

11. Notwithstanding anything contained elsewhere in this Act,—

- (a) no young person employed in a shop or an establishment shall be required or permitted to work in such shop or establishment for more than seven hours in any one day or for more than forty hours in any one week; and
- (b) the periods of work of young persons in a shop or an establishment during each day shall be so fixed that no period shall exceed four hours and that no such person shall work for more than four hours before he has had an interval for rest of at least one hour.

Restriction on employment of children.

12. No child who has not completed the age of twelve shall be employed in any shop or establishment.

Restriction on employment of women or young persons.

13. No woman or young person shall be required or allowed to work in any shop or an establishment after eight o' clock *post meridiem*.

Act IV of 1936 to apply to persons employed in shops and establishments.

14. (1) The provisions of the Payment of Wages Act, 1936 shall apply, *mutatis mutandis*, to the payment of wages of persons employed in a shop or an establishment.

(2) Inspectors appointed under section 22 shall be deemed to be Inspectors under sub-section (3) of section 14 of the Payment of Wages Act, 1936 in respect of persons employed in a shop or an establishment.

(3) Nothing in this section shall apply to any person to whom the Payment of Wages Act, 1936 applies under section 1 of that Act.

Leave.

15. A person employed in a shop or an establishment shall be entitled—

- (a) after every twelve months' continuous employment, to privilege leave on full pay for fourteen days,
- (b) in every year, to sick leave on half pay for fourteen days on medical certificate obtained from a medical practitioner registered under the Bengal Medical Act, 1914,
- (c) in every year, to casual leave on full pay for ten days, and
- (d) to maternity leave in accordance with such rules as may be prescribed:

Ben. Act VI of 1914.

Provided that—

- (i) privilege leave admissible under clause (a) may be accumulated up to a maximum of not more than twenty-eight days;
- (ii) sick leave admissible under clause (b) may be accumulated up to a maximum of not more than fifty-six days; and
- (iii) casual leave admissible under clause (c) shall not be accumulated.

Explanation.—In calculating any leave due under this Act, employment in any shop or establishment before the application of this Act shall be taken into account.

Person employed to be entitled to wages for the period of privilege leave in case of termination

16. Any person employed in a shop or an establishment whose services are terminated by or under the orders of the shop-keeper or the employer shall be entitled to wages for such termination unless such services have been terminated for misconduct.

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 17—19.)

Wages for
overtime
work.

17. When any person employed in a shop or an establishment is required or permitted to work overtime in such shop or establishment, the wages payable to such person in respect of such overtime work shall be calculated at the rate of one and one-half times of the ordinary rate of wages payable to him and such ordinary rate of wages shall be calculated in the manner prescribed:

Provided that this section shall not operate to the prejudice of any higher rate of overtime wage granted under any agreement, award, custom or convention.

Notice of
termina-
tion of ser-
vices.

18. (1) No person shall, after continuous service for not less than twelve months in any shop or establishment, have his services terminated, without sufficient cause, unless he has been given one month's notice in writing or has been paid one month's wages in lieu of such notice.

Explanation.—Continuous service includes any holiday, authorised leave or period of illegal lock-out.

(2) Any person employed in a shop or an establishment, whose services have been terminated in contravention of the provisions of sub-section (1), may make an application to a Presidency Magistrate or a Magistrate of the First Class alleging such termination. The Magistrate, if satisfied that there is a *prima facie* case showing that the services of the applicant have been terminated without sufficient cause, shall issue a notice to the person registered for the time being as the shop-keeper or the employer under section 19, to appear in person or by an agent authorised by such shop-keeper or employer in writing in this behalf and show cause why proceedings shall not be taken against such shop-keeper or employer under this section and may, after giving him or such agent an opportunity of being heard, and after recording the reasons in writing, direct that such shop-keeper or employer shall pay one month's wages as compensation and thereupon such shop-keeper or employer shall pay to the applicant the amount of compensation so directed to be paid.

(3) The amount of compensation payable under this section shall, for purposes of its recovery, be deemed to be a fine imposed under this Act.

(4) The provisions of sub-sections (2) and (3) shall be in addition to and not in derogation of the provisions of section 24 and nothing in sub-section (2) of section 25 shall be deemed to require any complaint to be made under that sub-section before an application is made under sub-section (2).

(5) No person employed in a shop or an establishment shall resign his employment unless he has given to the shop-keeper or the employer one month's notice in writing of such resignation.

Registra-
tion of
shops and
establi-
shments.

19. (1) Every shop-keeper or employer shall—

- (i) in the case of shops or establishments, in existence on the date on which this Act applies—within such date as may be specified by the State Government, by notification, and
- (ii) in the case of new shops or establishments, if this Act applies—within such period as may be prescribed,

apply for registration under this Act to the registering authority, in the prescribed form together with the prescribed fee. Every such application shall contain—

- (a) the name of the shop-keeper or the employer;
- (b) the postal address of the shop or the establishment;
- (c) the name of the shop or the establishment;
- (d) declaration of weekly closing days;
- (e) such other particulars as may be prescribed.

The registering authority on being satisfied about the correctness of the particulars, shall register the shop or the establishment in such manner as may be prescribed and shall issue a certificate of registration in the prescribed form to the shop-keeper or the employer.

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 20—23.)

(2) The registering authority shall maintain a Register of Shops and Establishments in the prescribed form.

(3) Every shop-keeper or employer shall display the certificate of registration issued under sub-section (1) in a conspicuous place in the shop or the establishment.

(4) (a) Every shop-keeper or employer shall inform the registering authority in the prescribed form of any change in respect of any particulars contained in the application under sub-section (1) within seven days after the change has taken place:

Provided that the declaration of weekly closing days shall not be changed more than once in any year.

(b) The registering authority, on receipt of such information and on payment of the prescribed fee, shall, if satisfied about the correctness of the information, make necessary changes in the Register of Shops and Establishments and shall amend the certificate of registration or issue a fresh certificate of registration, if necessary.

(5) A shop-keeper or employer shall within fifteen days of the winding up of his business inform the registering authority in writing. The registering authority on being satisfied about the correctness of the information, remove the name of the shop or the establishment from the Register of Shops and Establishments and cancel the certificate of registration.

(6) A shop-keeper or employer shall apply to the registering authority annually in the prescribed form together with the prescribed fee for renewal of the certificate of registration within thirty days after the expiry of one year from the date of the issue of the certificate of registration or the renewal of such certificate.

Shop-keepers and employers to maintain and keep records, etc.

20. Every shop-keeper and employer shall, for the purposes of this Act, maintain and keep in his shop or establishment, such records, registers and documents and display such notices as may be prescribed and produce them on demand to the Inspector if required by him.

Persons employed to be furnished with service cards.

21. Every shop-keeper or employer shall furnish every person employed in his shop or establishment with a service card in such form as may be prescribed.

Appointment of Inspectors.

22. (1) The State Government may, by notification, appoint such persons or such class of persons as it thinks fit to be Inspectors for the purposes of this Act.

(2) All Inspectors appointed under sub-section (1) shall be deemed to be public servants within the meaning of section 21 of the Indian Penal Code.

Powers of Inspectors.

23. (1) Subject to prescribed rules, an Inspector appointed under section 22 may, within the local limits for which he is appointed,—

(a) enter, at all reasonable hours, with such assistants, if any, being persons in the service of the Government, any premises or place, where he has reason to believe there is a shop or an establishment, for inspecting any certificate of registration, records, registers, documents or notices required to be displayed, or maintained and kept under this Act or the rules made thereunder and require the production thereof for inspection;

(b) examine any person whom he finds in any such premises or place and who, he has reasonable cause to believe, is a person employed in the shop or the establishment; and

(c) seize or take copies of such records, registers, documents or notices or portions thereof as he may consider relevant in respect of an offence under this Act which he has reason to believe has

Act XLV
of 1860.

The West Bengal Shops and Establishments Bill, 1961.

(Clauses 24—29.)

Penalties.

24. (1) Whoever contravenes any of the provisions of this Act, shall, on conviction, be punishable with a fine which may extend to two hundred and fifty rupees for the first offence and to five hundred rupees for any subsequent offence.

(2) Whoever makes or causes or allows to be made in any record, register, document or notice required to be maintained under this Act or the rules thereunder any entry which is to his knowledge false in any material particular, or wilfully omits or causes or allows to be omitted from any such record, register, document or notice an entry required to be made therein, shall, on conviction, be liable to imprisonment for a term not exceeding three months or to a fine not exceeding three hundred rupees, or to both.

Procedure.

25. (1) No Court inferior to a Presidency Magistrate or a Magistrate of the First Class shall try an offence punishable under this Act.

(2) No Court shall take cognizance of an offence punishable under this Act except upon complaint made by an Inspector appointed under section 22.

(3) Nothing in this section shall apply to any proceedings under section 15 of the Payment of Wages Act, 1936, read with section 14 of this Act. IV of 1936.

Indemnity.

26. No suit, prosecution or legal proceeding shall lie against any person in respect of anything in good faith done or intended to be done under this Act or the rules made thereunder.

Saving of certain rights and privileges.

27. Nothing in this Act shall affect any right or privilege to which any person employed in any shop or establishment is entitled at the date of the commencement of this Act under any law for the time being in force or under any contract, custom or usage which is in force on that date, if such right or privilege is more favourable to him than any right or privilege conferred upon him by this Act or granted to him at the time of appointment.

Power to make rules.

28. (1) The State Government may, after previous publication, make rules for carrying out the purposes of this Act.

(2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for—

(a) any matter which may be or is required to be prescribed under this Act;

(b) the manner of appointment and qualifications of Inspectors appointed under section 22.

(3) In making any rule under this section the State Government may direct that any person committing a breach thereof shall, on conviction, be punishable with fine, which may extend to fifty rupees, and where the breach is a continuing one, with a further fine which may extend to ten rupees, for every day, after the first, during which the breach continues.

Repeal.

29. The Bengal Shops and Establishments Act, 1940, is hereby repealed: Ben. Act XVI of 1940.

Provided that any weekly closing days or any working hours fixed under that Act and in force immediately before the commencement of this Act, may be continued for a period not longer than three months after such repeal.

STATEMENT OF OBJECTS AND REASONS.

The object of the Bill is to repeal the Bengal Shops and Establishments Act, 1940, and to introduce in its place a new legislation with a view to eliminating various defects in the existing Act and providing the employees with some additional benefits in the context of changed circumstances.

ABDUS SATTAR,
Member-in-charge.

CALCUTTA,
The 9th February, 1961.

By order of the Governor,
K. K. HAJARA,
Secy. to the Govt. of West Bengal.

DELHI ADMINISTRATION: DELHI.

NOTIFICATION

Dated, Delhi, the 16 August, 1961.

No.F.12/70/59-I&L. The Chief Commissioner, Delhi is pleased to make the following amendments in the notification No.F.12/70/59-I&L, dated the 5th April, 1961 relating to the Committee on Employment, Delhi:-

In the said notification,-

- (1) after serial No.4, the following shall be added, namely:-
"4A. The Labour Commissioner, Delhi Administration, Delhi."
- (2) after serial No.21, the following shall be added, namely:-
"21A. Shri C.K. Nair, 7/33, Ansari Road, Daryaganj, Delhi-6.
21B. Shri Bal Raj Madhok, J-394, New Rajinder Nagar, New Delhi."
- (3) At serial No.27 for words "A representative of Delhi Manufacturers' Association" the words "Shahdara Manufacturers' Association" shall be substituted.
- (4) after serial No.30, the following shall be added, namely:-
"30A. A Representative of Hindustani Mercantile Association, Chandni Chowk, Delhi."
- (5) after serial No.37, the following shall be added, namely:-
"37A. Shri Nand Kishore Bhatt, Secretary, Indian National Trade Union Congress, New Delhi."

By Order,

P. D. Sharma
(P.D. SHARMA)
SECRETARY (INDUSTRIES & LABOUR)
DELHI ADMINISTRATION: DELHI.

No.F.12/70/59-I&L.

Dated, Delhi, the 17 August, 1961.

Copy forwarded to:-

1. The Secretary to the Government of India, Ministry of Labour and Employment, New Delhi.
2. All Members.
3. All Secretaries.
4. All Local Offices.
5. The Director of Employment & Training, New Delhi.
6. The Director of Public Relations, New Delhi.
7. The Recruitment & Services Department, for publication in the Gazette (2 copies).

P. D. Sharma
(P.D. SHARMA)
SECRETARY (INDUSTRIES & LABOUR)
DELHI ADMINISTRATION: DELHI,
(Tele.No.23775).

ND/8.8.

A. I. T. U. C.
I.R. No. 204/Date 6/9
File No. Replied

No. 8400 / III-IR/10-57/59.

Office of the
Commissioner of Labour,
Madhya Pradesh.

Indore, dated the 30/11/59

To:
The Secretary
The All India Trade Unions Congress,
4 Ashok Road,
NEW DELHI

Sir,

Two copies of Madhya Pradesh Industrial Relations Rules, 1961 published in Madhya Pradesh Rajpatra dated the 2nd June, 1961 and a corrigendum issued by the Law Department vide No. 7638-XXII-A(Dr.) dated the 8th March, 1961 published in Madhya Pradesh Rajpatra dated the 17th March, 1961 to Madhya Pradesh Industrial Relations Act, 1960 are sent herewith. Please acknowledge receipt.

Encl: Two Copies of
Rules & corrigendum.

Yours faithfully,

for Das Durgabai
Commissioner of Labour,
Madhya Pradesh, Indore.

==:0*0:==

Goyal
Goyal/24-8.

GOVERNMENT OF MADHYA PRADESH

LAW DEPARTMENT

Bhopal, the 8th March 1961.

CORRIGENDUM

No. 7638-XXII-A(Dr).--In the Madhya Pradesh Industrial Relations Act, 1960 (No. 27 of 1960), published in the Madhya Pradesh Gazette, Extraordinary No. 96, dated the 31st December 1960, for the words or punctuation marks mentioned in column (2) of the Table below occurring in the sections or sub-sections and lines indicated in column (1) of the said Table, please read the words and punctuation marks mentioned in the corresponding entries in column (3) thereof:—

Section or sub-section of the Act and the line thereof (1)	Words or punctuations printed (incorrect) (2)	Words or punctuations to be read (3)
2 (3)—5	at	an
2 (13) Explanation—4 & 5	termination be	termination, be
2 (18)—1	employment	employment,
2 (27)—2	act such	act as such
2 (31)—6	dispute.	dispute;
4 (1)—1	Notification	Notification,
10 (1) (iv)—1	Department	Department;
11 (4) Proviso (ii)—4	he	the
11 (5)—2	filed	filled
16—1	Regis	Registrar
16 (b) (i)—1	misrepresentation	misrepresentation
16 (b) (iii)—1	Representation	Representative
17 (3)—5	period of,	period of
17 (3)—7	applicant as	applicant union as
18—1	A union, ..	A union
2	cancelled,	cancelled
6	a union, ..	a union
6	cancelled,	cancelled
24—2	time to time,	time to time
25 (i) (a)—1	association	association;
30(1)—2	conferred,	conferred
30 (2)—3	inspect—	inspect :—
31 (2)—3	II	II,
33(2) Proviso—3	influence,	influence,
34 (b) (v)—3	operation.	operation;
39 marginal heading—1	Report	Report
43 (2)—5	opinion	opinion,
43 (5)—2	dispute	dispute,
43 (7) (b)—4	or the	or as the
52 Proviso (iii)—1	Board,	Board
56 marginal heading—1	Counciliator	Counciliator
60 (c)—3	arbitration	arbitrator
64 (1)—7	relates,	relates ;
70 (1)—4	be apply	be, apply
72—3	industrial court to	industrial dispute to
73 (1) (d)—1	Act	Act,
79 (2)—4	witnesses.	witnesses;
80 (g)—4	employers	employers
81 (b)—3	date,	date
82 (3)—1	(XIV of 1947),	(XIV of 1947)
83—marginal heading—1	decaration	declaration
89 (1) proviso—2	of	or
90—3	opinii	opinion
92—3	disclose	discloses
98 marginal heading—1	produce, and	produce any
99 (1)—5	between,	between
100 (2)—1	award	award,
100 (3)—3	is	in
100 (4)—3	fit	fit,
104 (1) (a)—2	determined,	determined
104 (1) (c)—2	document,	document
105 (3)—3	answer, ..	answer
105 (3)—4	thereupon,	thereupon
106—4	so	so,
110—4	depute	dispute
110 proviso—3	of 1947),	of 1947)
111 (2)—2	(XIV of 1947),	(XIV of 1947)
111 (2) (1)—2	may for ..	may be made for
112—2	3B.	38;
112 proviso (a)—6	(XXIII of 1947),	(XXIII of 1947)
112 proviso (b)—1	made issued	made, issued
112 proviso (c)—2	privilege ..	privilege,
112 proviso (d)—3	Court, or	Court or
SCHEDULE I, 7—1	District Industrial Court,	District Industrial Court
	Chan	Change

GOVERNMENT OF MADHYA PRADESH

LAW DEPARTMENT

Bhopal, the 8th March 1961.

CORRIGENDUM

No. 7636-XXII-A(Dr).—In the Madhya Pradesh Industrial Relations Act, 1960 (No. 27 of 1960), published in the Madhya Pradesh Gazette, Extraordinary No. 96, dated the 31st December 1960, for the words or punctuation marks mentioned in column (2) of the Table below occurring in the sections or sub-sections and lines indicated in column (1) of the said Table, please read the words and punctuation marks mentioned in the corresponding entries in column (3) thereof:—

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2 (27)—2	act such	act as such
2 (31)—6	dispute.	dispute;
4 (1)—1	Notification	Notification,
10 (1) (iv)—1	Department	Department;
11 (4) Proviso (ii)—4	he	the
11 (5)—2	filed	filled
16—1	Regis	Registrar
16 (b) (i)—1	misrepresentation	misrepresentation
16 (b) (iii)—1	Representation	Representative
17 (3)—5	period of,	period of
17 (3)—7	applicant as	applicant union as
18—1	A union, ..	A union
—2	cancelled,	cancelled
—6	a union, ..	a union
—6	cancelled,	cancelled
24—2	time to time,	time to time
25 (i) (a)—1	association	association;
30(1)—2	conferred,	conferred
30 (2)—3	inspect—	inspect :—
31 (2)—3	II	II,
33(2) Proviso—3	influence,	influence,
34 (b) (v)—3	operation.	operation;
39 marginal heading—1	Repport	Report
43 (2)—5	opinion	opinion,
43 (5)—2	dispute	dispute,
43 (7) (b)—4	or the	or as the
52 Proviso (iii) —1	Board,	Board
56 marginal heading—1	Counciliator	Conciliator
60 (c)—3	arbitration	arbitrator
64 (1)—7	relates,	relates ;
70 (1)—4	be apply	be, apply
72—3	industrial court to	industrial dispute to
73 (1) (d)—1	Act	Act,
79 (2)—4	witnesses.	witnesses;
80 (g)—4	employcers	employers
81 (b)—3	date,	date
82 (3)—1	(XIV of 1947),	(XIV of 1947)
83—marginal heading—1	decaration	declaration
89 (1) proviso—2	of	or
90—3	opinin	opinion
92—3	disclose	discloses
98 marginal heading—1	produce, and	produce any
99 (1)—5	between,	between
100 (2)—1	award	award,
100 (3)—3	is	in
100 (4)—3	fit	fit,
104 (1) (a)—2	determined,	determined
104 (1) (c)—2	document,	document
105 (3)—3	answer,	answer
105 (3)—4	thereupon,	thereupon
106—4	so	so,
110—4	depute	dispute
110 proviso—3	of 1947),	of 1947)
111 (2)—2	(XIV of 1947),	(XIV of 1947)
111 (2) (1)—2	may for	may be made for
112—2	38.	38;
112 proviso (a)—6	(XXIII of 1947),	(XXIII of 1947)
112 proviso (b)—1	made issued	made, issued
112 proviso (c)—2	privilege	privilege,
112 proviso (d)—3	Court, or	Court or
SCHEDULE I, 7—1	District Industrial Court,	District Industrial Court
	Chan	Change

[Published in Part IV of the "Madhya Pradesh Rajpatra" dated the 2nd June 1961.]

GOVERNMENT OF MADHYA PRADESH
LABOUR DEPARTMENT

Bhopal, the 27th May 1961.

No. 3254-2291-XVI.—In exercise of the powers conferred by section 111 of the Madhya Pradesh Industrial Relations Act, 1960 (No. 27 of 1960), the State Government hereby makes the following rules, the same having been previously published as required by sub-section (3) of the said section.

By order and in the name of the Governor of Madhya Pradesh,

N. SUNDARAM, Secy.

MADHYA PRADESH INDUSTRIAL RELATIONS RULES, 1961.

1. These rules may be called the Madhya Pradesh Industrial Relations Rules, 1961.

2. In these Rules, unless the context otherwise requires,—

- (a) "Act" means the Madhya Pradesh Industrial Relations Act, 1960 (No. 27 of 1960) ;
- (b) "Form" means a form appended to these rules ;
- (c) "Schedule" means a schedule appended to the Act ;
- (d) "Section" means a section of the Act.

3. (1) For the purpose of preparing the panels of members representing the interests of employers and employees under sub-section (2) of section 11, the State Government shall invite representatives of employers and employees and such other bodies and persons, as it may deem fit, to recommend the names of suitable persons to be included in the panels. The State Government after considering all recommendations received by it shall, prepare two separate panels, one of members representing the interest of employers and the other of members representing the interests of employees.

(2) The State Government may, from time to time, revise the panels prepared under sub-rule (1) in the manner provided therein.

4. No person who has been adjudged bankrupt or has been declared to be of unsound mind by a competent court or has been convicted in a criminal proceeding for an offence involving moral turpitude shall be eligible for inclusion in the panels prepared under rule 3 and if any person incurs any such disqualification after his name has been included in any such panel his name shall be removed from the panel by the State Government.

5. The panels prepared under rule 3 shall be published in the official gazette.

6. (1) If any person whose name is included in a panel prepared under rule 3 dies or tenders his resignation his name shall be removed from the panel and the name of any other person eligible therefor may be included in the panel in the manner provided in sub-rule (1) of rule 3.

(2) The removal and the inclusion of the name of every person from or in a panel shall be notified in the official Gazette.

7. For the purpose of constituting a Board under section 11, the Commissioner of Labour or any officer authorised by him in this behalf, shall by a written notice in Form 'A' call upon each party to a dispute—

- (i) to submit a panel of not less than five persons representing its interest; and
- (ii) to propose jointly a person to be appointed as Chairman of the Board within fifteen days of the receipt of the notice.

8. (1) If a vacancy occurs in the office of the Chairman jointly nominated under rule 7, it shall be filled in the same manner as is provided in sub-section (4) of section 11, read with the said rule.

(2) If the President or a Member of the Industrial Court has been appointed Chairman of the Board under paragraph (ii) of the proviso to sub-section (4) of section 11, any vacancy in the office of the Chairman shall be filled in by the State Government by appointing the successor in office of the President or such Member or any other Member of the Industrial Court to be the Chairman of the Board.

9. If a vacancy occurs in the office of a Member of the Board appointed from a panel—

- (i) submitted by a party under sub-section (3) of section 11, it shall be filled by the State Government by nominating any other person from such panel; and
- (ii) if no such person is available, it shall be filled by appointing any person from the appropriate panel prepared under rule 3.

10. An application by a Union for recognition under sub-section (1) of section 13 shall be submitted in Form 'B'.

11. The fee payable under sub-section (2) of section 13 shall be rupees five to be paid in cash.

12. The certificate of recognition issued by the Registrar under sub-section (2) of section 13 shall be in Form 'C'.

13. (1) On receipt of an application for recognition from a union under sub-section (1) of section 13 and on payment of a fee of Rs. 5, prescribed in rule 11, the Registrar shall cause a notice to be put up on the premises of all the undertakings in the industry of the local area concerned at such conspicuous place or places, as he may deem fit, inviting objections to the recognition of the union as a representative union within a period to be specified in the notice, which shall not be less than 15 days.

(2) If no objection is received within the period specified under sub-rule (1), the Registrar may, before passing any order on the application and taking any action under sub-section (2) of section 13, inquire and call for further information from the Union for the purpose of ascertaining whether the Union is entitled to recognition under the said sub-section.

(3) If any objection is received from any person within the period specified in the notice referred to in sub-rule (1) the Registrar shall fix the date, time and place for hearing the objection and give notice of such date, time and place to the applicant and the objector. On the date so fixed or any other date to which the enquiry may be adjourned, the Registrar shall hear the parties and proceed to enquire into the objections which any person has stated pursuant to the notice given under sub-rule (1) and into the claims of the union for being recognised as a representative union under the Act.

(4) On hearing the applicant union and the objector and if necessary after collecting any relevant information and/or recording any evidence, the registrar is satisfied that the applicant union fulfils all the conditions necessary for recognition he shall recognise and register such union in the manner prescribed in section 15.

(5) The result of the enquiry made under sub-rule (2) or (3) shall be communicated to the applicant union as soon as may be practicable.

14. The Register of Representative Unions to be maintained under section 15 shall be in Form D.

15. For the purpose of clause (b) of section 16, the Registrar shall fix a date, time and place for hearing and shall cause a notice of the same to be served on the union and shall afford such union an opportunity of being heard. On the date so fixed or on any other date to which the hearing may be adjourned, the Registrar shall proceed to enquire into the statements, if any, submitted by the union pursuant to the notice given under the said clause. He shall take down in writing all statements made by the Union and shall enquire into all grounds specified in the notice. He may call for any information from the union and consider any evidence that may be produced in support by such union.

16. An application under sub-section (1) of section 17 shall be accompanied by a fee of rupees ten, to be paid in cash.

17. (1) On the expiry of the period of notice under sub-section (1) of section 17, the Registrar shall call for necessary information from the Union making the application for recognition under sub-section (1) of the said section and the representative Union in Form E and may call for such registers and other documents as he may consider necessary in this behalf.

(2) On receipt of the information called for under sub-rule (1) and after giving both the parties an opportunity of being heard, the Registrar shall pass orders accepting or rejecting the application giving reasons therefor.

(3) The Registrar shall communicate his decision to the applicant Union and also to the representative Union as soon as practicable.

18. The fee payable in respect of an application for re-recognition under section 18 shall be rupees ten, to be paid in cash.

19. Every representative Union shall on or before the 20th day of each month deliver personally in office or forward by registered post to the Registrar a periodical return of its membership in Form F as required by section 21.

20. Every employer in any industry in the local area to which the Act applies shall before the tenth day of every month forward to the Registrar a statement in Form G showing correctly the number of persons employed on the first working day of the month.

21. The Registrar may call upon any employer or any union to produce such documents and supply such further information as he may deem fit to prove that the information supplied under rules 19 and 20 is correct.

22. (1) The Registrar shall forward in the months of January, April, July and October every year a consolidated statement for the three previous months for every industry separately to the Labour Officer of each local area containing—

- (a) the number of members of the representative Union in the industry in the local area; and
- (b) the total number of employees in the industry in the local area.

(2) Such statements shall be open to inspection by any employer or any union in the industry in the local area.

23. The application for legal aid by an approved Union under sub-section (1) of section 23 to the Industrial Court shall be in writing and shall be accompanied by an affidavit duly sworn in and signed by any responsible officer of the union, together with a statement of accounts and audit report of the preceding year, if any, showing the current financial position of the union.

24. On receipt of the application mentioned in rule 23 the Industrial Court may call for a report from the Registrar on the financial condition of the union.

25. After considering the application and the report of the Registrar and after making such further enquiry as it may deem fit, the Industrial Court may refuse the legal aid or grant it in accordance with the scale specified in the Table below :—

Table

- (a) In a proceeding before the Labour Court—Rs. 30 for each hearing up to the maximum of Rs. 200;
- (b) In a proceeding before the Industrial Court—Rs. 40 for each hearing up to a maximum of Rs. 250;
- (c) In a proceeding before the High Court—Rs. 50 for each hearing up to a maximum of Rs. 300;
- (d) In a proceeding before the Supreme Court—Such amount, not exceeding Rs. 500 for each hearing:

Provided that for the purpose of computing the amount of legal aid in accordance with the above Table, the hearings at which the proceedings are adjourned without transacting any substantial work shall be excluded:

Provided further that if the legal aid prescribed in the above Table for each court is found to be inadequate, taking into consideration the issues and the quantum of work involved, the Industrial Court may grant such further legal aid as it may deem fit but not exceeding Rs. 300, Rs. 500, Rs. 700 and Rs. 1,500 in the aggregate in a proceeding before a Labour Court, the Industrial Court, the High Court and Supreme Court, respectively.

26. Any combination of employers desiring recognition as an association of employers under the Act shall apply in duplicate to the Registrar in Form H. On receipt of such application the Registrar shall forward a copy of the application to the Government with such remarks as he may deem fit.

27. (1) An association of employers which has been recognised by the State Government under section 24 shall notify to the Registrar every change which occurs in its name, memorandum of association or constitution or membership within fifteen days of such change.

(2) Any such change in the name of an association of employers may be notified in the Gazette.

28. Any employer in an industry, not being a member of an association of employers connected with such industry, who has agreed to be represented in any proceeding under the Act, by such association, shall send intimation in writing to that effect to the Registrar and shall send copies of such intimation to the Labour Officer for the local area, to the authority holding the proceeding and to the representative union for the industry, if any.

29. (1) Where more employers than one are affected or under any of the provision of the Act deemed to be affected and no association of employers under sub-section (1) of section 25 is entitled to represent all of them, the following shall act as their representative:—

- (a) Where there is an association of employers and two-thirds or more of the employers who are members of the association agree to be represented by the association, then such an association;
- (b) where there is an association of employers but less than two-thirds of the employers who are not members of the association are in favour of their being represented by the association, not more than five representatives elected from among all the employers at a meeting held by the Labour Officer for the purpose:

Provided that at least one of the representatives shall be from among the employers who have not agreed to be represented by the association;

- (c) in all other cases, not more than five representatives elected by the employers at a meeting held by the Labour Officer for the purpose:

Provided that where the number of employers affected or deemed to be affected does not exceed five, no election shall be held and all the employers concerned shall be entitled to act as the representatives;

- (d) any vacancy in the office of a representative elected under clause (b) or (c) shall be filled by election at a meeting of the employers held by the Labour Officer for the purpose.

(2) The names of persons elected as representatives shall be communicated by the Labour Officer to the Registrar and the authority holding the proceeding.

30. Where the Labour Officer is the representative of employees, he shall, before entering into any agreement under section 33 or settlement under section 431, place the terms of such agreement or settlement before a meeting of the employees concerned. Such meeting shall be convened by the Labour Officer or any person deputed by him for the purpose at such time and place as the Labour Officer may determine and in such manner as he deems fit. If a majority of the employees present at the meeting accept the terms of agreement or settlement, all the employees affected shall be deemed to have accepted the terms of such agreement or settlement.

31. Any employer intending to effect any change in respect of an industrial matter specified in Schedule I, shall give notice of such intention to the representative of employees in Form I and shall send a copy of such notice to the Chief Conciliator, the Conciliator for the industry concerned in the local area, the Registrar, and the Labour Officer of the industry for the local area concerned.

32. A representative of employees desiring a change in respect of an industrial matter which is neither covered by Standing Orders nor specified in Schedule II, shall give notice to the employer in Form J and shall send a copy of such notice

to the Chief Conciliator, the Conciliator for the industry concerned in the local area the Registrar, and the Labour Officer of the industry for the local area concerned.

33. Every application under sub-section (3) of section 31 shall be made in Form K to the Labour Court having jurisdiction by registered post or be presented to the Head Clerk of the Court or any other official authorised by the Court in this behalf.

34. (1) The representative of employees or an employee desiring a change in respect of an industrial matter specified in Schedule II or any other matter arising out of such change, may make an application in writing to an employer. A copy of the application shall be forwarded to the Commissioner of Labour and the Labour Officer of the industry for the local area concerned.

(2) Where an application has been made by an employee or representative of employees under sub-rule (1), the employer and the employee may arrive at an agreement within fifteen days of the receipt of the application by the employer or within such further period as may be mutually fixed by the employer and the employee or the representatives of the employees concerned, as the case may be.

35. Where the employer and the representative Union agree to constitute a Joint Committee in an undertaking, they shall jointly forward their consent in writing to the Commissioner of Labour.

36. Within fifteen days of forwarding the consent referred to in rule 35, a Joint Committee consisting of ten members of whom five shall be nominated by the employer and five nominated by the representative Union, shall be appointed by the employer concerned.

37. Where there is no Representative Union and the State Government is of the opinion that constitution of a Joint Committee will be conducive to the betterment of industrial relations between the employer and the employees, the State Government may direct the employer to constitute a Joint Committee within thirty days of the communication of the direction.

38. The employer who has been directed under rule 37 to constitute a Joint Committee, shall constitute such a Committee consisting of ten persons, of whom five nominated by him and five shall be employees, representatives nominated by Registered Union or Unions of employees of that undertaking:

Provided that where there is more than one Registered Union, the employees' representatives in the Joint Committee shall be in proportion to their membership in an undertaking as may be determined by the Registrar.

39. In the event of a member of the Joint Committee ceasing to be employed in the undertaking or retiring or ceasing in any other way to be a member of such Committee the vacancy shall be filled by nomination by the Representative Union or the registered Union, as the case may be, in case the vacancy caused from among the members representing employees. In the case the vacancy is caused from amongst the members nominated by the employer, it shall be filled by other nominee to be nominated by the employer.

40. (i) The Chairman of a Joint Committee shall be appointed by the members of the Committee from among themselves at its first meeting which will be convened by the employer.

(2) If the members cannot agree upon the person to be appointed as Chairman, the employer and the representative Union or the registered Union, as the case may be, which nominated the members of the Joint Committee shall be entitled to appoint by agreement the Chairman from among the members.

(3) Failing agreement between the employer and the Union, the Chairman shall be appointed by the employer and the Union respectively in rotation for a period of six months.

41. The Chairman, who shall convene and preside over the meeting of the Joint Committee, shall circulate the agenda of the meeting to the members along with the notice of the meeting at least forty-eight hours before the meeting except in the case of a special meeting. He shall cause the minutes of every meeting to be recorded and get them confirmed at the next meeting. He shall also communicate the decisions of the Joint Committee to the Union and the employer as well as the Labour Officer and the Commissioner of Labour.

42. (1) The Joint Committee may meet as often as convenient but not less than once a month. In cases of urgency, a special meeting of the Committee may be called by giving not less than six hours' notice at the request of either side. The meetings shall be held during working hours unless otherwise agreed upon between the two sides.

(2) No business other than that appearing on the agenda, shall be transacted at any meeting unless both sides agree to its introduction.

(3) The presence of three-fifths of the members from each side of the Committee shall be necessary to form a quorum.

(4) The decision of the Committee shall be arrived at by agreement between the two parties, but if no such agreement is possible the decision shall be taken by vote of the majority of the members present. The Chairman shall have one vote and, in case of a tie, a casting vote.

Explanation.—For the purpose of this rule, the nominees of the employer shall be deemed to be as one party of the Committee and the nominees of the employee as the other side of the Committee.

43. (1) The statement of the case referred to in sub-section (a) of section 39 shall be in Form L.

(2) A copy of the statement of the case referred to in sub-rule (1) shall be forwarded to the Conciliator of the industry in the local area and the industry concerned and the Registrar.

44. The memorandum of the settlement referred to in sub-section (1) of section 43 shall be drawn up in Form M.

45. A representative Union desiring to refer an industrial dispute under section 52 for arbitration to a Board shall apply in writing to the Commissioner of Labour expressing its desire to refer the dispute to the Board. The application shall be accompanied by a statement of facts of the dispute and the proposed terms of reference together with a certificate in Form N. A copy of such application shall be forwarded to the Chief Conciliator, the Conciliator and the Labour Officer of the industry for the local area concerned.

46. On receipt of the application referred to in rule 45 the Commissioner of Labour shall forward it to the State Government for constituting a Board. A copy of such application shall also be forwarded to the Chief Conciliator, the Conciliator of the local area concerned and the Registrar and the Labour Officer.

47. A representative Union desiring to refer an industrial dispute under section 52 for arbitration to the Industrial Court or the Labour Court, as the case may be, shall make an application in writing to such Court in Form O. A copy of such application shall be forwarded to the Chief Conciliator, the Conciliator for the local area concerned and the Registrar.

48. (1) A Labour Court, the Industrial Court or a Board shall fix a date for pronouncing the award.

(2) A Labour Court, the Industrial Court or a Board shall publish its award by pronouncing it in open court and also by exhibiting it on a notice board or table at its office specified for this purpose.

(3) The State Government may, if it deems necessary, publish the award in the official gazette.

49. A Labour Court, the Industrial Court or a Board shall fix the time and place of its sitting and inform the parties concerned:

Provided that the presiding officer of the Labour Court shall fix such place within its territorial jurisdiction.

50. A Labour Court, the Industrial Court or a Board shall call upon the parties in such order, as it thinks fit, to state their case.

51. A Labour Court, the Industrial Court or a Board may accept, admit or call for evidence at any stage of the proceeding as it thinks fit.

52. The Labour Court, the Industrial Court or a Board shall as the examination of each witness proceeds record a memorandum of the substance of what the witness deposes. Such memorandum or statement shall be signed by the witness and the presiding officer of the Labour Court, the President/Member of the Industrial Court, or the Chairman of the Board, as the case may be:

Provided that such Court or Board may, if it thinks fit to do so, record the statement of any witness in full.

53. A summons issued by a Labour Court, the Industrial Court or a Board shall be in Form P and may require any person to produce before it any book or document and article in possession of such person.

54. (1) The Labour Court, the Industrial Court or a Board, as the case may be, shall issue a notice in Form Q to the opposite party or parties to file the written statement.

(2) Subject to the provisions of sub-rule (1), any notice, summons, process or order issued by a Labour Court, the Industrial Court, or a Board empowered to issue such notice, summons, process or order may be served either personally or by registered post.

(3) Where there are numerous persons as parties to any proceeding before a Labour Court, the Industrial Court, or a Board and such persons are members of any trade union or association, the service of notice, summons, or order on the Secretary or the principal officer or the trade union of the association shall be deemed to be sufficient service on such persons.

(4) Where there are numerous persons as parties to any proceeding before a Labour Court, the Industrial Court or a Board and such persons are not the members of a trade union or an association, a Labour Court, the Industrial Court or a Board as the case may be, shall cause the service of any notice, process, summons or order to be made by affixing the same at or near the main entrance of the undertaking concerned. A notice, process, summons or order served in such manner shall be deemed to be duly served on such employees as cannot be ascertained, found or served otherwise.

55. If, without sufficient cause being shown, any party to the proceedings, before a Labour Court, the Industrial Court or a Board fails to attend or represent the Labour Court, the Industrial Court or the Board may pass such order as it may think fit or may proceed as if the party had duly attended or represented.

56. A Labour Court, the Industrial Court or a Board may for the purposes of any investigation, enquiry or arbitration pending before it under the Act at any time during working hours and in the case of any person authorised by the Labour Court, the Industrial Court or the Board after he has given the reasonable notice, enter any building, undertaking, workshop or other place or premises whatsoever and inspect the same or any work, machinery, appliance or article therein or interrogate any person therein in respect of anything situated therein or any matter relevant to the subject matter pending before the Labour Court, the Industrial Court or the Board.

57. In addition to the powers conferred by the Act, a Labour Court, the Industrial Court or a Board shall have the same powers as are vested in civil court under the Code of Civil Procedure, 1908, when trying a suit in respect of the following matters :—

- (a) Granting adjournments.
- (b) Joinder and adding of parties.
- (c) Amendment or Pleadings.

58. (1) An arbitrator, a Labour Court, the Industrial Court or a Board shall furnish a copy of an award, order or any document filed in any proceeding before it on payment of the charges at the following rates :—

- (a) Copying fees for 100 words or part thereof at the rate of 25 nP.

Provided that where an award or order or document exceeds three foolscap size of the paper, the approximate number of words per page shall be taken as the basis for calculating the total number of words to the nearest 100 for the purpose of copying fees :

Provided further that the Labour Officer, the Registrar, the Commissioner of Labour and the parties to the dispute, shall be supplied with one copy of an award, order, free of charge.

- (b) For certifying a copy of award, order or document a fee of 25 nP. shall be payable.
- (c) An arbitrator, a Labour Court, the Industrial Court or a Board may supply a certified copy of an order, an award at a flat rate of Rs. 5 (Five), to a journal approved by the Industrial Court.

- (2) Copying and certifying fees shall be payable in cash in advance.

party applies for immediate delivery of a copy of any such order or document an additional fee equal to one half fees shall be payable.

Inspection of any record of a Labour Court, the Industrial Court or a Board shall be Rs. 1.

No fee shall be payable by a party to a pending proceeding for inspection of the record of such proceeding.

Unless otherwise stated, all notes of any file before a Labour Court, the Industrial Court or a Board shall be taken in ink.

Decisions arising for decision at any meeting of a Board, shall be by majority of the members present. In the event of equality of votes, the President shall have a second or casting vote.

Any party or its representative in any proceeding before a Labour Court, the Industrial Court or a Board shall have the right of examination, cross-examination and re-examination of the witnesses called for by such party or the opposite party.

The Industrial Court, the Industrial Court or a Board may at any stage of a proceeding call any witness already examined.

Proceedings before a Labour Court, the Industrial Court or a Board shall be held in public.

Proceedings before the Labour Court, the Industrial Court or the Board may direct that all or any part of the proceedings shall be held in camera.

A witness who is examined and has duly attended or otherwise appeared before a Labour Court, the Industrial Court or a Board or examined or re-examined shall be entitled to an allowance for expenses according to the scale in force for the time being in force with respect to witnesses in Civil Courts in Madhya Pradesh.

The Labour Court and the Industrial Court shall ordinarily sit on week days from 10 a.m. to 5 p.m. with an interval from 1 p.m. to 2 p.m. subject to such modifications as the Industrial Court or the Labour Court may think fit—

Subject to the approval of the State Government, the Industrial Court shall prepare a list of holidays to be observed in each year as holidays of the Industrial Court.

The list shall be published in the official gazette.

The Registrar of the Industrial Court and the Head Clerk of the Labour Court shall have the custody of the record of the Industrial Court and the Labour Court respectively.

The Industrial Court and the Labour Court shall have an official seal of which one copy shall be kept in custody of the Registrar of the Industrial Court or the Head Clerk of the Labour Court as the case may be.

An application for revision against the order of the Labour Court shall set out in what manner the subordinate court has exercised jurisdiction in violation of law or has failed to exercise the jurisdiction so vested or the particular irregularity complained of.

69. A memorandum of appeal and petition for revision to the Industrial Court shall be accompanied by a certified copy of the order appealed from or sought to be revised.

70. A memorandum of appeal and petition for revision to the Industrial Court shall be headed "In the Industrial Court Madhya Pradesh at"

71. An application for stay order, granting of bail or for other matter shall be separately attached with the petition for revision or memorandum of appeal as the case may be.

72. A memorandum of appeal or a petition for revision and other applications referred in rule 84 shall be presented to the Registrar of the Industrial Court either personally or through authorised representative or be sent by registered post.

73. The Registrar of the Industrial Court with the previous approval of the President, shall in all cases fix a date for motion hearing by the appropriate bench. Intimation of the date shall be given to the party or counsel and his signature taken on the order sheet in token of the receipt of the intimation.

74. An application for stay order or grant of bail and other applications of urgent nature shall be placed before the motion bench without records in the first instance and without delay. Other cases will be placed before the appropriate motion bench with records and the date fix should be such as to permit the receipt of records.

75. If a party desires any particular revision petition or appeal to be disposed of expeditiously it should present a separate application in that behalf. The Registrar of the Industrial Court shall thereupon place the application before the appropriate bench immediately.

76. If an application for stay of execution or for grant of bail is accompanied by an application for early disposal, the record of the Labour Court, or the subordinate authority as the case may be shall be sent for and the case will be placed before the appropriate motion bench as soon as practicable.

77. Appeals and revision petitions for motion hearing shall be distributed by the Registrar of the Industrial Court under instructions of the President to the appropriate motion bench two days before the due date. The distribution list shall be initiated by him. The cases in which the same counsel appear shall, as far as possible, be placed together in the list. A copy of the list shall be supplied to the Judge's reader and displayed on the notice board of the Industrial Court.

78. At the conclusion of the motion hearing, the reader shall send the cases to the Registrar of Industrial Court; provided that in cases where the court has ordered stay of execution or granted an order for bail or an injunction the Registrar of the Industrial Court shall immediately after the hearing in which the order is passed, prepare a copy of the order granting the stay of execution or bail and send or cause it to be sent under the signature of the member of the Industrial Court who passed such order to the parties concerned and are affected thereby.

79. A copy of the order granting stay of execution or bail shall be issued to the subordinate court over the signature of the President or the members and the order and envelop in which it is contained shall be marked "Immediate order for bail or Immediate order for stay of execution" as the case may be in the red ink.

registers shall be maintained of civil cases and criminal cases bench and division bench in such manner as to show when the hearing. From these registers cases shall ordinarily be taken in the order of institution. The Registrar of the Industrial Court shall cause a monthly cause list under instruction of President showing cases up during the month. A copy of such cause list shall be sent to the Registrar or such officer as may be specified by the Government in this behalf and the same shall be displayed on the notice board of the Industrial Court kept for

in a matter coming up before the Industrial Court, a notice shall be sent to the Labour Officer of the local area concerned requiring him or her to appear before the Court at the time and place mentioned therein.

summons, warrant or other mandatory process or a certified copy of an order except stay order, granting of bail, an order granting injunction, and an award shall be signed by the Registrar of the Industrial Court and shall be sealed with an official stamp and shall be filed in the Court.

The Registrar of the Industrial Court shall be the taxing officer.

The Registrar of Industrial Court, with the previous approval of the Government, may receive the applications for :—

(a) Certified copies of documents ;

(b) Copies of summons to witnesses and parties and for notices for appearing in Court.

(c) Permission of time to file a written statement, statement of claim and any other document ;

(d) Production of documents filed in the court ;

(e) Production of exhibits and other documents.

(f) Production of affidavits ;

(g) Applications referred to above shall be placed by the Registrar before the Industrial Court or the member as the case may be, for orders.

Nothing in these rules shall be deemed to limit or otherwise affect the powers of the Labour Officer, the Industrial Court or the Board to make such orders as may be necessary for the ends of justice or to prevent an abuse of the process of the Industrial Court, the Industrial Court or the Board.

The State Government may, by special or general order notified in the official gazette, require any employer, or employee generally, in any

to maintain records of employment and data relating to plant, premises and manufacture and particulars relating to other industrial transactions and dealings likely to affect the matters specified in clause (a) of section 94 in such form or forms in the Appendix to these rules as it may consider appropriate for such industry ; and

to submit copies thereof to the Deputy Commissioner of Labour or such other officer as may be authorised in this behalf by the State Government at such times as may be specified in the order.

(2) The Deputy Commissioner of Labour or the Officer authorised under sub-rule (1) may then obtain similar date and particulars from any other person who, in his opinion, is competent to furnish such data and particulars.

87. (1) Before holding an enquiry under section 95 the officer authorised under the said section shall indicate to the employer concerned particulars in respect of which the accuracy of the records maintained by him is to be verified and the officer shall allow him or his representative to be present during the inquiry if the employer so desires.

(2) The officer holding the inquiry shall, on demand, give the person concerned a written receipt for any record or document produced by him if the officer considers it necessary to retain such record or document in his possession.

(3) Any record or document retained under clause (b) shall be returned to the person concerned as soon as practicable and in any case on completion of the inquiry.

(4) Before proceeding to hold an inquiry under sub-section (1) of section 95, the officer authorised by the State Government shall give at least three clear days' intimation to the employer concerned. He shall also specify in the intimation the particular records which he desires to verify.

88. The notice under section 99 shall be given in Form R and shall be sent by registered post.

89. Certified copies of the agreements, settlements and awards registered by the Registrar and the copies of other documents which he is entitled to receive under the Act and has received such shall be given by him on payment of copying fee of 25 nP. per hundred words or part thereof.

90. Whenever any letter, notice, statement or intimation is required to be forwarded or sent under any of these rules by registered post to any person it shall be deemed to be sufficient compliance with these rules if such letter, notice, statement or intimation is delivered by hand and an acknowledgement in writing by or on behalf of such person, is obtained in respect of such delivery.

91. The Central Provinces and Berar Industrial Disputes Settlement Rules, 1949, and the Madhya Bharat Industrial Relations Rules, 1952, are hereby repealed :

Provided that anything done or any action taken under any of rules so repealed shall, unless such thing or action is inconsistent with any of the provisions of these rules, be deemed to have been done or taken under the corresponding provisions of these rules.

FORM A

(See Rule 7)

Whereas a Board of Arbitration has to be constituted under section 11 of the Madhya Pradesh Industrial Relations Act, 1960, for the Industrial dispute betweenand.....; you are hereby required to intimate to the undersigned within fifteen days of the receipt of this notice by you the names and addresses of persons as required by sub-section (3) of section 11 of the said Act.

Signature of the Commissioner of the Labour or an authorised official.

FORM B

(See rule 10)

Application for Recognition of Union

Name of the Union.....Address.....

Dated theDay of

To

THE REGISTRAR, MADHYA PRADESH INDUSTRIAL RELATIONS ACT, 1960

DEAR SIR,

I beg to inform you that at a general meeting of the members/meeting of the executive of the above union which was held at..... on theday of....., it was decided that the union should apply to you for recognition as a representative union for the..... industry in the local area of.....

2. A copy of the resolution signed by the President/Chairman of the Union is attached and I have to request that the union may be recognised accordingly.

3. The Union has.....members in the industry/in the industry in the local area of....., and represents..... per cent. of the total number of employees employed in the..... industry in the local area.

4. A copy of the constitution/rules of the union is attached.

5. The address of the Head office of the Union to which all communication and notices may be addressed is as follows :-

Address of the Head Office of the Union.....

Yours faithfully,

General Secretary/Secretary.

FORM C

(See Rule 12)

MADHYA PRADESH INDUSTRIAL RELATIONS

Certificate of Recognition

Name of the Union

Registration No.....

OFFICE OF THE REGISTRAR, MADHYA PRADESH INDUSTRIAL RELATIONS ACT, 1960.

It is hereby certified that the Union has been recognised under the Madhya Pradesh, India, 1960, this..... day of..... as a representative union for the..... in area of

Regis Madhya Pradesh, In

FORM D

(See Rule 14)

Register of Representative Union

Name	Address of Head Office	Date of recognition	Industry
(1)	(2)	(3)	(4)

FORM E

[See sub-rule (1) of rule 17]

Particulars to be sent by a Union applying for recognition as a Representative Union in place of Union.

1. Date of application
2. Name of the Union applying for recognition in place of an already recognised representative Union.
3. Address of Head Office
4. Address of Local office
5. Names and addresses of the office bearers.
6. Whether the Union had applied for recognition to the Registrar at any time; if so, the result of the application.
7. Name of the representative union in whose place the recognition is applied for.
8. The address of the Head Office or/ Local office of the representative union.
9. The total number of members of the union applying for recognition on the date shown in clause 1 above.

The details of the membership of the union are given in the annexure to this form.

*General Secretary/ Secretary of the
..... Union.*

ANNEXURE OF FORM E

S. No.	Name of the undertaking	Shift	Department or occupation	Name of the member	Father's name	Age of the member	Whether membership subscription paid for the preceding months	Whether membership subscription paid for the month next to the preceding month	Receipt No. for membership subscription mentioned in column Nos. (8) and (9)	The date of subscription	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

General Secretary/Secretary of
the.....Union.

(See rule 19)

Representative Union
 under the jurisdiction
 of the undertaking
 member on the 1st
 calendar month for
 ending
 number of members for
 entry on the 1st day of
 each month
 support of the infor-
 mation above are enclosed.

General Secretary/Secretary of
 the Union.

FORM C
 (See rule 20)

OFFICE OF THE REGISTRAR OF UNIONS MADHYA PRADESH INDUSTRIAL RELATIONS ACT, 1960

Form of the statements to be submitted to the Registrar of Unions, every month as required under rule 20 of the
 Madhya Pradesh Industrial Relations Rules

Monthly statement under rule 19 of the Madhya Pradesh Industrial Relations Rules, 1960

Name of the undertaking
 Name of the trade
 Local area
 Month Year

Actual number of employees employed on the first working day of this month as shown below :-

Serial No.	Name of the occupation	First Shift			Second Shift			Third Shift			Grand Total	Remarks						
		Permanent	Substitute	Temporary	Permanent	Substitute	Temporary	Permanent	Substitute	Temporary			Others	Others				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)

By Registered Post. No. Date

Forwarded to the Registrar of Unions, Madhya Pradesh, Indore, on

Signature of employer

FORM II

(See rule 26)

Application for recognition of Association of Employers.

Name of AssociationAddress.....
.....Dated, the.....
day of

To

THE REGISTRAR,
MADHYA PRADESH INDUSTRIAL RELATIONS ACT.

DEAR SIR,

I beg to inform you that at a meeting of the Managing* Committee of this Association which was held at.....on the day of, it was decided that this Association should apply to the State Government for recognition as an association of employers for the.....industry for the local area/areas of....., for the purposes of the Madhya Pradesh Industrial Relations Act, 1960.

2. The Association has for one of its objects the regulation of the conditions of employment in the industry conducted or carried on by its members. The names of the members in the industry in the local area/areas for which the application is made together with their addresses are given in the Annexure attached to this application.

3. I enclose a copy of the Constitution/Memorandum of the Association.

Yours faithfully,

Secretary.

FORM I

(See rule 31)

Notice of change to be given by an employer

Name of employer.....Address.....
.....Dated, the.....
day of.....

To

(The representative of employees.)

DEAR SIR/MADAM,

In accordance with the provisions of sub-section section.....of the Madhya Pradesh Industrial Relations Act, 1960, I/We beg to inform you that it is my/our intention to effect.....specified in the annexure to this letter.

Annexure

Statement of the case.

FORM J

(See rule 32)

Notice of change to be given by employee to employer

Name of the representative of employees.....
Address
Dated, theday of.....

To,

(The name of the employer)

DEAR SIR/SIRS,

In accordance with the provisions contained in sub-section of the Madhya Pradesh Industrial Relations Act, 1960, I/we hereby give you notice that I/we desire a change/changees specified in the Annexure attached to this letter.

Yours

Representative

Annex

Statement of the case

FORM K

(See rule 33)

IN THE LABOUR COURT AT.....

Application No.....of

Name of the { Employer
Registered Union
Employee
Labour Officer

Postal address.....

Applicant

Versus

Name of the { Employer
Registered Union
Employee
Labour Officer

Postal address.....

Opponent

IN THE MATTER OF

The applicant respectfully submits :-

- (1) That
(2) That
(3) That

The applicant, therefore, prays that the Court may be pleased to decide :-

- (1)
(2)
(3)

The applicant begs leave to amend or add to or make alterations in the application if and when necessary.

Dated..... Signature or thumb impression of applicant.

The applicant does solemnly declare that what is stated above is true to the best of his knowledge, belief and information.

This verification is signed at..... on.....

Signature or thumb impression of applicant.

FORM L

(See sub-rule (1) of rule 43)

Report of industrial dispute

Name of employer
Name of the representative of employees.....
Address.....

Dated, theday of.....

To
The Conciliator for the local area for the industry concerned.
The Chief Conciliator, Madhya Pradesh Industrial Relations Act.
The Registrar, Madhya Pradesh Industrial Relations Act.

DEAR SIR,

In continuation of the copy of the notice which I/we forwarded to you on the..... day of....., I/ we beg to inform you that it has not been possible to reach an agreement with the representative of employers (the name of the employer concerned) and that I/we still desire that the change /changes proposed by that notice should be effected.

- 2. A full statement of the case is given in the Annexure.
3. The number of employees likely to be affected by the dispute is

Yours faithfully,
Representative of employees.

Here insert the position which the person who signs this letter holds with the employer or association of employers.

Annex

Full statement of the case

FORM M

(See rule 44)

Memorandum of Settlement

- (1) Representing Employers
(2) Representing Employees

Short recital of the case

Terms of settlement

Signature of the Conciliator.

Signature of the parties with date.

FORM N
(See rule 45)

This is to certify that there exists a dispute between—

..... Party No. 1
AND
..... Party No. 2
in respect of the following matters :—

- (1)
- (2)
- (3)
- (4)
- (5)

and that the dispute was submitted to me in Conciliation, and I am satisfied that the same is not capable of being settled by conciliation.

Conciliator,
Local area of.....

FORM O
(See rule 47)

IN THE HON'BLE INDUSTRIAL/LABOUR COURT, MADHYA PRADESH
AT INDORE

IN THE MATTER OF ARBITRATION UNDER SECTION 52.

Names of the parties to the dispute —

.....Representative Union Party 1
.....Party 2

Whereas Party No. 1 is the representative Union for the
Industry for the local areaand whereas an Industrial dispute of the
nature stated below exists between party No. 1 and 2, and whereas the said dispute
cannot be settled in conciliation and whereas the said dispute is desired by party
No. 1 to be referred to the Arbitration of the Hon'ble Industrial/Labour Court
under Section 52 of the Act, party No. 1 states as under.

Nature of the dispute

Terms of reference

- (1)
- (2)
- (3)
- (4)

It is, therefore, prayed that the Hon'ble Court be pleased to give its award
on the terms referred to above.

The certificate of conciliators is enclosed.

Secretary/Principal Officer of the Union,
Party No. 1.

Copy to the Chief Conciliator.
Copy to the Conciliator for the local area.
Copy to the Registrar, Trade Unions at.

APPENDIX

(To Industrial Relations Rules)

[See sub-rule (1) of rule 36]

FORM 1

(Working Reduction and Addition of Department, Shifts and Workers)

- 1. Year and month
- 2. Name and Address of the Undertaking

Part I—Normal Working

- 1. Names of departments
- 2. Number of Shifts—
 - (a) departments having only one
 - (b) departments having two
 - (c) departments having three
- 3. Starting times of shifts
- 4. Closing times of shifts
- 5. Rest interval in each shift

Part II—Actual Working

- 6. Departments closed (give dates and reasons)
- 7. Departments re-opened or newly started (give dates and reasons)
- 8. Number of operatives affected by 6 above
- 9. Number of operatives affected by 7 above
- 10. Shifts closed or partially closed (specify department, sections, dates and reasons)
- 11. Shifts re-opened or partially re-opened, or newly started (specify departments, sections, dates and reasons)
- 12. Number of operatives affected by 10 above
- 13. Number of operatives affected by 11 above

Part III

- 14. Operatives permanently or semi-permanently reduced (specify departments sections, shifts and reasons)
- 15. Operatives permanently or semi-permanently added (specify departments, sections, shifts and reasons)

Date

.....
(Signature)

.....
Designation.

NOTE.—For the purposes of this Form 'Operative' means an employee other than a clerk.

**FORM II
(Stoppages)**

Month Year

Name and Address of the Undertaking

Department(s) affected	Dates (inclusive)		Number of working days in the period covered by column (3) read with column (2)	Reasons	Number of operatives affected *			Increased (+) or decreased (-) in the number of operatives affected as shown in columns (6) & (7) date on which it occurred (according to shifts)	Compensation paid		Number of operatives	Operatives laid off
	From	to			Directly	Indirectly	Total		Number of operatives receiving	Amount		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

28

Date
(Signature)
(Designation)

NOTE :— For the purpose of this Form operative means an employee other than a clerk.
 *This information should relate to the first day of the stoppage.
 Give variation, if any, in the numbers recorded in column (6) and (7) and specify the dates of these variations.

**FORM III
(Attendance and Absentecism)**

For the fortnight ending Saturday, the

Name and Address of the Undertaking

Total number of operatives by departments and shifts	Total number of working days for the fortnight by departments and shifts	Total number of holidays during the fortnight (including Sundays)	Number of operatives on leave of any kind including leave granted respectively	Total number of leave days during the fortnight excluding Sundays and Holidays.*	Daily muster of Attendance and Absentecism						
					Date	Attendance					
						Permanent operatives	Badlis given work	Badlis not given work	Temporary operatives	Probationers	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	

29

Daily Muster of Attendance and Absenteeism—*cont.*

Attendance— <i>Contd.</i>	Leave					Absent				
Apprentices	Permanent operatives	Badli's	Tem- porary operatives	Proba- tioners	Appren- tices	Permanent operatives	Badlis operatives	Tempo- rary	Proba- tioners	Appren- tices
(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)

30

Date

.....
(Signature)

.....
(Designation)

NOTE (1). —In column (5) enter the total number of days for which each operative was no leave during the fortnight.

NOTE (2). —For the purpose of this Form 'Operative' means an employee other than a clerk.

FORM P

(See rule 53)

Summons to witness

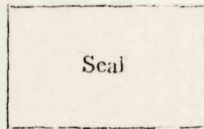
BEFORE THE LABOUR COURT|INDUSTRIAL COURT|OR BOARD

No. of

IN THE MATTER OF

SUMMONS

Whereas the above matter will be taken up for hearing at
on in and whereas your presence is necessary;
you are hereby **SUMMONED TO** appear in person before me at the aforesaid
time and place and to give evidence, to answer all material questions and to produce
all books, documents, etc., which may be in your possession or under your control
and in any way relating to the matters in dispute, and to continue to remain present
until you are discharged.



*Presiding Officer of the Labour Court|
Registrar, Industrial Court|Chairman,
the Board of Arbitration.*

No.

OFFICE OF THE

..... day of

To

.....
.....
.....

FORM Q

[See sub-rule (1) of rule 54]

(Notice to file written statement in application or petition)

BEFORE THE LABOUR COURT/INDUSTRIAL COURT/BOARD.

Application/Petition No. of 19 Reference

(1) A Applicant(s)
(2) B }
(3) C } Petitioner(s)

Address

Versus

(1) X }
(2) Y } Opponent(s)
(3) Z }

Address

IN THE MATTER OF

NOTICE

Whereas above named has filed in this Court/Board copy whereof is enclosed herewith, Notice is hereby given to you that if you so desire, two copies of your written statement/statement of claim may be filed in this office on or before and that a copy thereof may be supplied to the above named and to inform the undersigned that this has been done.

2. The time and place of hearing will be announced later today, dated

Presiding Officer of the Labour Court/Registrar of Industrial Court/Chairman, the Board of Arbitration.

FORM R

(See rule 88)

Notice of termination of Agreement/Settlement/Award

To

Date

DEAR SIR/SIRS,

I/we hereby give you notice that I/we propose to terminate the Agreement/Settlement/Award dated regarding on the expiry of two months from the date of the notice.

Yours faithfully,

.....

FORM IV (Employment)

Name and address of the Undertaking

Table with 4 columns: Year and Total number of operatives on the muster roll, Total number of operatives required to run the undertaking at full capacity, Total number of operatives at the beginning of the month (1st day) according to shifts, Total number of operatives of discontinued operatives recruited reinstated. Rows 1-4 with data in parentheses.

1st. 2nd. 3rd. 1st. 2nd. 3rd. 1st. 2nd. 3rd.

Date

(Signature)

(Designation)

Note 1.—For the purpose of this Form, 'operative' means an employee other than a clerk.

Note 2.—Here enter the number of operative required for optimum production irrespective of availability of Material Trade reasons and other circumstances that the undertaking is capable of.

FORM P

(See rule 53)

Summons to witness

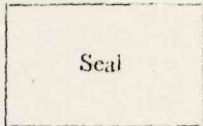
BEFORE THE LABOUR COURT|INDUSTRIAL COURT|OR BOARD

No. of

IN THE MATTER OF

SUMMONS

Whereas the above matter will be taken up for hearing at
on in and whereas your presence is necessary;
you are hereby SUMMONED TO appear in person before me at the aforesaid
time and place and to give evidence, to answer all material questions and to produce
all books, documents, etc., which may be in your possession or under your control
and in any way relating to the matters in dispute, and to continue to remain present
until you are discharged.



*Presiding Officer of the Labour Court|
Registrar, Industrial Court|Chairman,
the Board of Arbitration.*

No.

OFFICE OF THE

..... day of

To

.....

.....

.....

FORM XI

(Machinery Production)

Year.....

Name and Address of the Undertaking.....

I

Department	Number of Machines	Number of Machines not working	Reasons for remaining idle	Remarks
(1)	(2)	(3)	(4)	(5)

II

If any change has occurred during the year in any of the items specified in Form XI, give full details of each such change.

III

State the strength of the special cleaning staff, if any, employed to clean your machines, and give brief details of their duties.

IV

How many looms per weaver ?

How many sides per sider ?

Date.....

(Signature)

(Designation)

9. Cost of a regular meal

10. Number of meals that can be supplied by your canteen per hour.

Date.....

(Signature)

(Designation)

FORM VIII

Premises

Name and Address of the Undertaking

Quarter ending Year.....

I Total area covered by your industrial premises.

II Total area occupied by factory structures

III Total area not built upon

IV Total area occupied by—

- (a) Dispensary
- (b) Canteen
- (c) Wash—places
- (d) Toilet facilities
- * (e) Library and Reading Room
- * (f) School
- (g) Creche
- (h) Any other amenities (specify)

V. Housing (provided by employer/s)—

(a) Number of chawls and distance from factory.

(b) Whether electricity provided: if so, what extra rent or charge, if any, is levied—

(i) per one-room tenement

(ii) per two-room tenement

(c) Sanitary arrangements: type of latrines provided.

(d) Total area of all accommodation

* (e) Number of two . . . room tenements and area thereof.

* (f) Number of one room tenement and area thereof.

- (g) Rent per month
 - (i) per single room
 - (ii) per two-room
- (h) Total number of person occupying two-room tenements.
- (i) Total number of persons occupying one-room tenements.
- (j) Number of outsiders other than your own workers residing in your chawls.
- (k) Number of

Latrines Urinals Water taps Washing places

- (i) Single room tenements per floor.
- (ii) Two room tenements

Date

(Signature)

(Designation)

*If any

FORM IX

(Rationalisation, Usages (Rules))

Name and Address of the Undertaking

Quarter ending Year

During the quarter under reference:—

- (1) Have you introduced any rationalisation or efficiency methods in the undertaking? If so, give details.
- (2) Have any customary concessions or privileges been withdrawn or any changes in usages been introduced in the undertaking? If so, give details.
- (3) Have any new rules of discipline been introduced or any alteration in existing rules made, if so, give details.

Date

(Signature)

(Designation)

FORM X

(Machinery)

Year.....

Name and Address of the Undertaking.....

Departments	Type of machine (Give full details)	Number	Year of manufacture	Remarks
(1)	(2)	(3)	(4)	(5)

Date

(Signature)

(Designation)

FORM VI

(Welfare)

Month..... Year.....

Name and Address of the Undertaking

I. Medical attention—

- (a) Average daily attendance at dispensary
- (b) Medical Officer—
 - (i) Full time
 - (ii) Part time
 - (iii) Total number of hours during the month put in the by the Medical Officer at dispensary.
- (c) Whether fees charged; if so, mention rates and total amount collected during the month.
- (d) Details of any industrial health enquiries conducted by the Medical Officer.

(These may be given on a separate sheet attached to this Form)

II. Safety measures Introduced* Discontinued* *Give details

III. Amenities— Working order Actual use

- 1. (a) Drinking water taps
- (b) Washing Water taps
- (c) Dining sheds
- (d) Rest sheds
- (e) Latriue seats —
 - (i) for males
 - (ii) for female
- (f) Urinals—
 - (i) for male
 - (ii) for female

2. Aggregate daily attendance at creche

Staff attending to your creche—

(i)..... (ii) (iii) (iv) (v)

3. Aggregate daily attendance at your school (if any):—
Total teaching staff
4. Library, (if any)—
(i) Total number of books
- (ii) Number of books borrowed during month
- (iii) Number of periodicals available—
(a) Dailies (b) Weeklies (c) Monthlies
5. Other amenities (Give details)

(Signature)

(Designation)

Date

FORM VII
(Canteens)

Year

Name and Address of the Undertaking

1. Total floor area
2. Kitchen area
3. Total seating capacity
4. Number of chairs
5. Number of benches
6. Average number of persons using the canteen each month.
7. List of eatables and drinks normally supplied (mention amount charged for each)—
(a)
(b)
(c)
(d)
(e)
(f)
(g)
(h)
(i)

8. Do you supply regular meals? If so, indicate the dishes below—

- (a)
- (b)
- (c)
- (d)
- (e)

FORM XII

Production, Transactions and Dealings
[for Textile Industry only]

Name and address of the Undertaking

- A.—State (1) Number of counts spun during the month.
(2) Varieties of counts spun during the month, in form below:—

Varieties of counts spun	Production (quantity)	Cost of production up to spindle point	Cost of mixing per lb. up to spindle point
(1)	(2)	(3)	(4)
(a) Warp			
(b) Weft			

- B.—State—
(a) Total poundage of yarn sold in the open market for—
(i) Gray
- (ii) Bleached
- (iii) Dyed
- (b) Total poundage consumed in the Weaving Department
- Cost per lb. of dyed and bleached yarn in the each count produced

C.—State the varieties of cloth produced, the total poundage of each varieties and the cost of production per lb. in the form shown below:—

Varieties of cloth	Amount of production in lbs.	Cost of production per lb. up to baling
(1)	(2)	(3)

D.—Have you a system of selling your production through guaranteed brokers for (a) yarn, and (b) cloth? If so, please give their names and addresses.

- E.—(i) What is your system in making purchases of—
(a) Machinery
- (b) Cotton
- (c) Stores
- (ii) Is there any commission or rebate received against any of these purchases? If so, please state the amount received during the month and the manner in which it is credited.

- F.—State—
(a) Total waste produced from Blow room to spinning
- (b) Total waste produced from winding to weaving
- (c) Total fents and rags produced in weaving, dyeing and finishing
- (d) Total weight of all varieties of waste produced

G.—Particulars of Managing Agency terms

H.—Details and percentages of overhead charges which are not included in the cost of production.

Date

(Signature)

(Designation)

FORM XIV

Page No.

List of *Permanent/Badli/Temporary

Operatives employed in the
 Mill in the month of 19...

Occupation

Serial No.	Name of worker	Age	Sub-occupation	Ticket No.	Shift in	Remarks (Not to be filled by Mills)	Muster Register No. (Not to be filled by Mill)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

*Separate statement should be submitted for each category of workers.

FORM XV

List of *Permanent/Badli/Temporary

Operatives in respect of change in the rolls that have been effected.

Undertaking

Name

Address

Details regarding changes for the Week/Fortnight/Month ending the
 19.....

Page No.	Serial No.	Name of the employee and Local Address	Occupation and Sub-occupation	Ticket No.
(1)	(2)	(3)	(4)	(5)

Shift No. in month of	Nature of change	Date of change	Service certificates issued or not	Remarks
(6)	(7)	(8)	(9)	(10)

*Separate statement should be submitted for each category of workers.

Occupation should be shown in symbols.

Use following symbols :—

Discharged : I. Dismissed : D. Left of H is own accord : L. Retrenched : R

Sent away : S. Died : Died.

FORM XVI

(Anticipated closure)

- (1) Name and address of the undertaking.
- (2) Number of shifts for which each department is being worked at present together with the number of employees.
- (3) Stock of coal (in tons and Cwts)
 - (i) held on the date of report
 - (ii) average monthly consumption
- (4) Supply of electric power (state briefly whether the supply is adequate for running the usual number of shifts.)
- (5) Supply position of raw material (if there is shortage of any raw material, it should be specified clearly stating reasons for the shortage and the quantity required immediately to maintain continuous production).
- (6) Stock of cotton in bales of 400 lbs. —
 - (i) Held on the date of report
 - (ii) Average monthly consumption.

- (7) Brief review of labour situation
- (8) Stocks of cloth in packed bales converted into full bales :—
 - (i) Held on the date of report—
 - (a) Sold, but not delivered
 - (b) Not sold
 - (c) Total (a) (b)
 - (ii) Average monthly production in the last six months (in bales).
- (9) Stocks of surplus yarn available for distribution held in full bales.—
 - (i) Held on the date of report :—
 - (a) Sold, but not delivered
 - (b) Not sold
 - (c) Total (a) Plus (b)
 - (ii) Average monthly production in the last six months (in bales).
- (10) Nature of total or partial closure contemplated.
- (11) Date of the anticipated closure
- (12) Precise reasons for the anticipated closure.
- (13) Extent to which working of the undertaking will be affected by the anticipated closure :—
 - (a) (i) Total number of spindles
 - (ii) Number of spindle likely to remain idle.
 - (b) (i) Total number of looms
 - (ii) Number of looms likely to remain idle.
 - (c) Any other machinery or department likely to remain idle.
- (14) Number of employees affected
- (15) Number of hours or days for which (a), (b) and (c) of item 14 are expected to remain idle
- (16) Number of working hours per day or number of working days for which the different teams of employees are expected to remain idle (State the number of employees in each case),

Date

(Signature)

(Designation)