

FORM NO. IV
ANNUAL RETURNS
WAGES AND DEDUCTIONS FROM WAGES
Return for the ending 31st December, 20

1. (a) Name of the Factory or Establishment
 And postal address:
 2. Number of days worked during the year;
 3. (a) Number* of mandays worked during the year :

	Person earning less than Rs..... per month
Adults
Children
Total

** (b) Average daily number of person employed during the year

	Person earning less than Rs..... per month
Adults
Children
Total

(c) Gross amount paid as remuneration to person getting less than Rs. per month including deduction under Section 7(2) which the amount due to profit sharing bonus is and that due to money value of concessions *** is

4. Total wages paid including deduction under Section 7(2) own the following accounts.
 Person earning less than
 Rs. Per month

- (a) Basic wages including overtime wages and non-profit sharing bonus.
 (b) Dearness and other allowances in cash.
 (c) Arrears of pay in respect of previous year paid during the year.

.....
Total

5. Deductions- Number of case and amount realized

	Person earning less than Rs. Per month	
(a) Fines	Number of cases
(b) Deduction for damage or loss	Amount Realised.
(c) Deduction for breach of contract	(Rs.)

.....
Total

6. Fines Fund

(I) Balance of fines fund in hand at the beginning of the year

Rs.

(ii) Disbursement from fines fund –

Purpose	Amount
	(Rs.)
(a)
(b)
(c)
(d)

.....
Total

(iii) Balance of fines fund in hand at the end of the year Rs.....

Date:

Signature
Designation

.....
*This is the aggregate of attendances during the year.

**The average daily number of person employed during the year is obtained by dividing the aggregate number of attendance during the year by the number of working days.

***The money value of concessions should be obtain by taking the difference of the price paid by the employer and the actual price paid by the employees for supplies of essential commodities given free or at concessional rates.

Note----- This return should be sent to the prescribed authority by 15th February of succeeding year.