

Annexure - G

Act/Regulation/Rule	No.	Contractor's Compliance
FACTORIES ACT 1948 AND GUJARAT FACTORIES RULES 1963	1	Contract worker must be adult completed age of 18 years. Meaning thereby, no child or adolance person can be deputed at INEOS plants / sites / offices
	2	Contract workers should be issued I.Card in the formate as prscribed in the Act / Rule
	3	Contractor has to comply with the provision of overtime hours, overtime pay, working hours, weekly off, paid holiday ect. made under the act / rule
	4	Contract worker should be given leave with wages as per the provisions of the act / rule
	5	Pre-employment medical fitness certificate is to be provided for all contract workers
	6	All workers have to undergo periodical medical checkup for finding fitness to perform duty and record of the same is to be maintained in the prescribed form
CONTRACT LABOUR (REGULATION AND ABOLITION) ACT, 1970 AND CONTRACT LABOUR (REGULATION AND ABOLITION) RULES, 1971	1	Obtaining of labour license before commencement of work at site, if deployment of 9 or more workmen per day
	2	Providing facilities for contract labour, such as lunch room, rest rooms, first aid facilities.
	3	Wages amounts is to be paid on 7th / 10th day of the month to the contract labour by the contractor which is to be certified by the authorised representative of the company every month.
	4	Maintaining & updating statutory records / registers in the form as prescribed under the act.
	5	To submit periodical return, fees, levies, contributions as prescribed under the act.
EMPLOYEE'S COMPENSATION (Workman compensation) ACT, 1923	1	This act is applicable where the ESI Act is not applicable / area not covered
	2	The contractor has to obtain proper insurance coverage of liability of compensation payment towards accident / injury / loss of body part / fatal
	3	The contractor is first liable to pay compensation to his employee towards personal injury caused arising out of and during the course of his employment.
	4	Liable to report of an accident or bodily injury occurring on the premises to the authorities under the act.
EPF & Misc.PROVISIONS ACT, 1952 & EMPLOYEES' PROVIDENT FUNDS SCHEME, 1952 & THE EMPLOYEES' DEPOSIT-LINKED INSURANCE SCHEME, 1976	1	Registration certificate / number of the contract firm under the act.
	2	Contract workers enrollment under the act and to generate UAN number of each worker
	3	Contractor has to deposit contributions (employee & employer) every month to the authority on or before stipulated day / date under the act.
	4	Contractor has to maintains accounts in relation to amounts contributed by it to the provident fund and to produce for verification / inspection ask by any authorities
	5	Submission of consolidated annual contribution statement in Form 3-A, 6-A
	6	Maintaining & updating statutory records / registers in the form as prescribed under the act.
EQUAL REMUNERATION ACT, 1976 AND RULES, 1976	1	Contractor has to pay equal remuneration to men and women for the same work or for work of similar nature.
	2	No discrimination between men and women while recruiting for the same or similar work or training or transfer except where the employment of women is prohibited
	3	Maintaining & updating statutory records / registers in the form as prescribed under the act.
THE EMPLOYEES' STATE INSURANCE (GENERAL)REGULATIONS,1950	1	Registration certificate / number of the contract firm under the act.
	2	Contract workers enrollment / registration under the act
	3	Contractor has to deposit contributions (employee & employer) every month to the authority on or before stipulated day / date under the act.
	4	Contractor has to maintains accounts in relation to amounts contributed by it to the provident fund and to produce for verification / inspection ask by any authorities
	5	Maintaining & updating statutory records / registers in the form as prescribed under the act.
MINIMUM WAGES ACT, 1948	1	Contractor has to pay applicable minimum rates of wages to every employee employed as fixed by the central / state government time to time under the act.
	2	Maintaining & updating statutory records / registers in the form as prescribed under the act.
THE PAYMENT OF BONUS ACT, 1965 & THE PAYMENT OF BONUS RULES, 1975	1	Every contract employee is to pay minimum bonus of 8.33 % of the salary earned by the employee during the accounting year or Rs.100 whichever is higher whether or not the contractor had any allocable surplus in the accounting year.
	2	Contractor has to maintain register showing the details of the amount of bonus due to each of the employee, the deductions and the amount actually disbursed in Form C
	3	Contractor has ot submit a return to the inspector in Form D
THE PAYMENT OF GRATUITY ACT, 1972 & THE PAYMENT OF GRATUITY (CENTRAL) RULES, 1972	1	Contractor has to pay gratuity at the rate of 15 days wages for every completed year of service or part thereof in excess of six months (based on the last drawn wages) to employees on termination of employment of such employees after they have rendered continuous service for not less than 5yrs,- (a) on his superannuation, or (b) on his retirement or resignation, or (c) on his death or disablement due to accident or disease
	2	Abstract of the Act and Rules in Form U is to be displayed at a conspicuous place at or near the main entrance of an establishment
PAYMENT OF WAGES ACT, 1936	1	The wage period is to fix not exceeding one month
	2	Wages of every person employed were paid in time as prescribed under this section.
	3	In case of termination of service of an employee, wages to pay in time.
	4	Wages to pay without deductions of any kind except those authorized by or under this Act.