

Through BSNL Intranet

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भारत संचार निगम लिमिटेड
(भारत संचार निगम)
Bharat Sanchar Nigam Limited
A Govt. of India Enterprise

No. 2-2(Misc./ Advisory)/2019– WS&I

Dtd: 26.03.2019

To

All Head of Circles(Territorial/Non-territorial)
BSNL.

Sub: Compliance of provision of applicable Labour Acts - Maintenance of records regd.

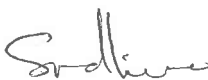
It is observed that most of the decisions of labour authorities on the contract workers' complaint cases, have gone against the BSNL mainly because of non-availability/ non-production of records related to contract workers engaged by it through various contractors. This has not only increased the financial liability but it has also brought disrepute to BSNL. In this context, attention is drawn towards the clause No.29 /Chapter-VII of Contract Labour (Regulation & Abolition) Act 1970, vide which principal employer is obligated to maintain the records/registers in the forms, as prescribed.

It is therefore requested to issue advisory to all field units to maintain the records of contract workers engaged by it through contractors, as per prescribed forms given in Contract Labour (Regulation & Abolition) Act, 1970. In particular, it is advised that record, in the following forms, related to contract workers must be invariably obtained from the contractor (under his signature), prior to making payment of each bill. An undertaking to this effect must be given by the BSNL field officer.

1. **Form-XIII--** (Register of workmen employed by the contractors).
2. **Form-XVII --** (Register of wages).

A copy of above 'forms', as available in Contract Labour (Regulation & Abolition) Act 1970, is attached herewith.

Encl: As above.


(Sudhira Sabharwal)
DGM(WS&I)

FORM XIII

[See rule 75]

REGISTER OF WORKMEN EMPLOYED BY CONTRACTOR

Name and address of Contractor _____

Name and address of Establishment in/under which contract is carried on _____

Nature and location of work _____

Name and address of Principal Employer _____

Sl. No.	Name and surname of workman	Age and Sex	Father's/Husband's name	Nature of Employment/Designation	Permanent Home address of workman (Village and Tehsil/Taluk and Distt.)	Local address	Date of commencement of employment	Signature or Thumb impression of workman	Date of termination of employment	Reasons for termination	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

FORM XVII

[See rule 78(1) (a) (i)]

REGISTER OF WAGES

Name and address of Contractor _____

Name and address of Establishment in/under which contract is carried on _____

Nature and location of work _____

Name and address of Principal Employer _____

Wage Period : Monthly

Sl. No.	Name of workman	Serial No. in the register of workman	Designation/nature of work done	No. of days worked	Units of work done	Daily rate of wages/piece rate	Amount of wages earned					Deductions, if any, (indicate nature)	Net amount paid of workman	Signature/Thumb impression	Initial contra or his representative
							Basic wages	Dearness Allowances	Overtime	Other cash payments (Nature of payment to be indicated)	Total				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16