

**INSPECTION REMARKS UNDER THE PAYMENT OF GRATUITY ACT, 1972 AND THE
PAYMENT OF GRATUTY (MAHARASHTRA) RULES 1972**

1. Name & Address of the Establishment :- _____

2. Name of the Emplore. :- _____

3. Number of Employees' :- Male ____ Female__ Total_____
4. Registration under :- _____
5. Schedule employment :- _____
6. Year of Starting :- _____ Year
7. Date of inspection :- ____/____/____

I have visited the above mentioned establishment for the purpose of inspection under The. Payment of Gratuity Act, 1972 and The Payment of Gratuity (Maharashtra) Rules, 1972. During inspection Mr / Mrs / Ms _____ Designation _____ is present.

During inspection following contraventions has been observed.

1. Notice of opening in form 'A' is not submitted to the controlling authority as per Rule 3(1)
2. The notice of specifying the name and designation of the officer authorized by the employer to receive on his behalf notices under the act and rules is not displayed as per Rule 4.
3. Nomination form in form "F" filled by those employees who have completed their one year of service are not accepted by the employer as per Sec. 6 R/W Rule 6
4. Abstract of the Payment of Gratuity Act and the Rules made there under is not displayed near the main entrance of the establishment as per the Rule 20.

The employer is asked to rectify the above mention irregularities and compliance shall be submitted to the undersigned within seven days from the receipt of these remarks. If you fail to do so the appropriate legal action can be taken under the said act.

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Government Labour Officer & Inspector Under The
Payment Of Gratuity Act 1972
and Rules 1972.

Office Address :-

Office of the Commissioner of Labour, 1" floor, Kamagar Bhavan, Behind RBI, Bandra Kurla Complex,
Bandra, Mumbat-400 051.