

FORM B

(See section 4(1) proviso (b)(i)]

REGISTER OF WAGES REQUIRED TO BE MAINTAINED BY SMALL ESTABLISHMENTS (To be maintained within seven days of the expiry of the wage period)

Name of establishment _____	Name and address of employer _____
Address (Local) _____	Nature of work _____
(Permanent) _____	Wage period _____

Serial Number	Name of the employee	Sex	Designation	Classification, whether permanent/temporary/casual/part-time or any other	Father's or husband's name	Total days/number of units worked
1	2	3	4	5	6	7

Basic wage		Dearness allowance	Overtime	Wages earned			Gratuity	Any other allowance	Total amount
Statutory Minimum rate	Actual			Bonus or <i>exgratia</i>	Maternity benefits				
8	9	10	11	12	13	14	15	16	

DEDUCTIONS						
Advances	Fines due to damage or loss by neglect or default	Provident Fund		Employees' State Insurance		
		Employers' contribution	Employees' contribution	Employers' contribution	Employees' contribution	
17	18	19	20	21	22	

DEDUCTIONS					
Other deductions indicating the nature	Total deductions	Net amount payable	Signature or thumb impression of employee with date	Signature of Inspector with date	Remarks
23	24	25	26	27	28

- Notes: 1. In case of deduction of any advance taken by an employee, the employer shall also indicate therein the number of instalments paid/total instalments by which advance is to be repaid such as “5/20, 6/20” etc. The purpose of advance shall also be mentioned in the Remarks column.
2. In case of imposition of fines or deduction for damage or loss, the specific act or omission for which the penalty has been imposed has to be indicated in the Remarks column. A certificate shall also be recorded in the said column to the effect that an opportunity to show cause was given to the employee concerned before imposition of fine or deduction.

Signature of the employer with full name in capitals.

Date.....

Place.....