

**RATNA**  
Outsourcing Services

Date: - 24/03/2023

To,

M/s. POSCO India Processing Center Pvt. Ltd.,

Plot No. E-546,GIDC, Sanand Engineering Estate, Sanand

**Subject: Labour compliance of M/s Bhupender Enterprise (P)Ltd., for the Month of Feb-23**

Dear Sir,

This is to inform you that, **Mr.Dashrath Patel** his visited to our office for verifying the labour compliance

They have produced following registers:

| S.No   | Register   | Observations       | Remarks |
|--|--|--------------------|---------|
| <b>The Contract Labour (R&amp;A) Act 1970</b>            |  |                    |         |
| 1  | Register of workmen employed by contractor (Form XIII) | Complied           |         |
| 2  | Employment Cards (Form XIV)                            | Not Complied       |         |
| 3  | Muster roll (Attendance Register)(Form XVI)            | Complied           |         |
| 4  | Register Of Wages (Form XVII)                          | Complied           |         |
| 5  | Wages Slip (Form XIX)                                  | Complied           |         |
| 6  | Register of Advance(Form XXII)                         | Complied           |         |
| 7  | Register of overtime (Form XXIII)                      | Complied           |         |
| 8  | Register of Fine (Form XXI)                            | Complied           |         |
| 9  | Register of deduction for damage of loss (Form XX)     | Complied           |         |
| 10   | Certification on wages register (R-74)                 | Partially Complied |         |
| 11   | Half Yearly Return (FORM 24)                           | Not Applicable     |         |
| <b>The Factories Act &amp; The Gujarat Factory Rules</b> |  |                    |         |
| 1  | Adult Register (Form XV)                               | Complied           |         |
| 2  | Identity Card Register                                 | Complied           |         |
| 3  | Identity Card (FORM 36)                                | Complied           |         |
| 4  | Register of Leave With Wages (Form XVIII)              | Not Complied       |         |
| 5  | Leave Cards (Form XIX)                                 | Not Complied       |         |
| <b>Minimum Wages Act</b>                                 |  |                    |         |
| 1  | Rate of Payment of wages (Minimum Wages)               | Complied           |         |
| 2  | Attendance Cards (Form V)                              | Complied           |         |
| 3  | Employees Payment Cash/Bank                            | Complied           |         |
| 3  | Date of Payment (Monthly)                              | Complied           |         |
| <b>Payment of Bonus Act</b>                              |  |                    |         |
| 1  | Payment of Bonus Year 2021-22                          | Complied           |         |
| 2  | Date of decl of bonus & 8.33%                          | Complied           |         |
| 3  | Date of payment of Bonus                               | Complied           |         |
| 4  | Bonus Register (FORM C)                                | Not Complied       |         |
| 5  | Annual Return (FORM D)                                 | Complied           |         |
| <b>Employee State Insurance Corporation Act</b>          |  |                    |         |
| 1  | Declaration Form (Form I)                              | Complied           |         |
| 2  | Identity Card ( Form 4) & Family Identity Card         | Complied           |         |
| 3  | Accident Book (Form 16)                                | Not Complied       |         |
| 4  | Monthly ESIC Paid Challans & Statement                 | Complied           |         |
| 5  | ESIC ECR   | Complied           |         |
| 6  | Issuance of Temporary Card & Smart Card                | Complied           |         |

**The Employees Provident Fund Act.**

|                           |   |                      |                                   |
|---------------------------|---|----------------------|-----------------------------------|
| 1                         | Nomination Form - 2                       | Complied             |                                   |
| 2                         | Monthly PF Paid Challans & Statement      | Complied             |                                   |
| 3                         | PF ECR                                    | Complied             |                                   |
| 4                         | Status of Online UAN & KYC                | Complied             |                                   |
| <b>Other Compliances</b>  |   |                      |                                   |
| 25                        | Helmets,Jackets & Safety PPE Provided     | Complied             |                                   |
| 27                        | Monthly compliances                       | Complied             |                                   |
| 20                        | Inspection Book / Visit Book              | Complied             |                                   |
| 21                        | Deposition of Gujarat Labour Welfare Fund | Not Applicable       |                                   |
| 23                        | Status of Professional Tax                | Complied             |                                   |
| 24                        | Gujarati Ratio (Managers / Workers)       | Complied             |                                   |
| <b>One Time Documents</b> |   |                      |                                   |
| 1                         | WC policy                                 | Not Applicable       |                                   |
| 2                         | Service Tax registration copy             | Ok                   |                                   |
| 3                         | PT Code letter                            | Ok                   |                                   |
| 4                         | PF code letter                            | Ok                   | Copy Received                     |
| 5                         | ESIC Code Letter                          | Ok                   | Copy Received                     |
| 6                         | Shop Act / Registration certificate       | Ok                   |                                   |
| 7                         | Labour license                            | CLRA/AHD/2023/CLL/49 | 31/01/2024 Expire (110 Employees) |

1) HRA,Food All, Att. Incen., Ferforman Incen. And Good Work Amount More than limit.

2) Left Employees Full -Final Statement.

3) PF ABRY Benefit Employees PF Refund in Account.

4) Employment Cards Pending

5) Leave Card & Leave Register Properly Not Minted

6) New Joining Employees Medical Form. For Six Months

I Mr.Dashrath Patel hereby confirm above details to be true and correct and will submit / complete all above irregularities within 05 days.

|                               |                           |                   |
|-------------------------------|---------------------------|-------------------|
|                               |                           |                   |
| Signature of Service provider | Signature by Auditor      | Signature         |
|                               | [ M/s Ratna Services]     | POSCO - Sanand    |
| <b>Status</b>                 | <b>No. of Compliances</b> | <b>Percentage</b> |
| Complied                      | 33                        | 80                |
| Partially Complied            | 1                         | 2                 |
| Not Complied                  | 5                         | 12                |
| Not Applicable                | 2                         | 5                 |
| Total                         | 41                        | 100               |