THE [1][MAHARASHTRA] LABOUR WELFARE FUND RULES, 1953

G.N., D.D., No. 1313/46, dated 30th June 1953 (B.G., Pt. IV-B, P. 1338)

Amended by G.N., D.D., No. 2509/48-K, dated 16th November 1954.
Amended by G.N., D.D., No. 222-K, dated 16 June 1956.
Amended by G.N., L. & S.W.D., No. MLW. 1355-J, dated 30th June 1958.
Amended by G.N.I. & L.D., No. MLW. 1161/LAB-III, dated 2nd June 1962 (M.G Pt. I-L, p. 2439).
Amended by G.N. I. & L.D., No. MLW-1161/95653/LAB-III, dated 7th June 1962 (M.G., Pt. I-L, p. 2593).
Amended by G.N. I. & L.D., No. MLW. 1161/LAB. III, dated 28th November 1962 (M.G., Pt. I-L., p. 5148).
Amended by G.N. I. & L.D., No. MLW. 1262/LAB. III, dated 13th July 1963 (M.G., Pt. I-L, p. 2637).
Amended by G.N., I. & L.D., No. MLW. 1264/LAB. III, dated 1st September 1964 (M.G., Pt. I-L. p. 3206).
Amended by G.N., I. & L.D., No. MLW. 1262/LAB, III, dated 6th May 1965 (M.G. Pt. I-L, p. 1870).
Amended by G.N., I. & L.D., No. MLW. 1161/LAB. III, dated 10th May 1965 (M.G. Pt. I-L, p. 1876).
Amended by G.N., I. & L.D., No. MLW. 1165/LAB. III, dated 7th July 1965 (M.G.. Pt. I-L, p. 2499).
Amended by G.N., I. & L.D., No. MLW. 1162/LAB. III, dated 24th September 1965 (M.G., Pt. I-L, p. 3663).
Amended by G.N., I. & L.D., No. MLW. 1164/132-135/LAB. III, dated 15th March 1969 (M.G., Pt. I-L, p. 2794).
Amended by G.N., I.& L.D., No.MLW. 1164/150-182/LAB-III, dated 5th December 1969 (M.G., 1970, Pt. I-L, p. 3).
Amended by G.N.,I. & L.D., No. MLW. 1161/158-875/LAB. III, dated 24th June 1970 (M.G., Pt. I-L, p. 3502).

In exercise of the powers conferred by section 19 of the [Maharashtra] Labour Welfare Fund Act, 1953 (Mah. XL of 1953), the Government of Maharashtra is pleased to make the following Rules, namely:-

1. Short title.- These rules may be called the [Maharashtra] Labour Welfare Fund Rules, 1953.

[2][1-A. These rules extend to the whole of the State of Maharashtra).

2. Definitions.- In these rules, unless there is anything repugnant in the subject or context,-

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[1] All "Bombay Acts" enacted before the 1" May, 1960, substituted as "Maharashtra Acts" and the same shall be deemed to have been amended from 1" May, 1960 as per Act No. XXIV of 2012 dated 22.8.2012, MGG Part VIII dt. 22.8.2012. All the amendments in this book for Bombay to Maharashtra has been substituted as per Act No. XXIV of 2012. dt. 22.8.2012.[2] Ins. by G.N. of 2.6.1962.

(i) **"Act"** means the Maharashtra Labour Welfare Fund Act, 1953;

1[(ia) establishment register means, in relation to, -

(a) a factory, a register of adult workers or a register of child workers maintained under section 62 or section 73 respectively, of the Factories Act, 1948 (Act No. LXIII of 1948);

(b) a motor omnibus service, a register of workers, maintained under rule 33 of the Maharashtra Motor Transport Workers Rules, 1962;

(c) any other establishment, a register of employment maintained under the Maharashtra Shops and Establishments Rules, 1961:

Provided that, where any establishment is not required to maintain such register, any other register in which names of workers of the establishment employed every day or every month of the year are ordinarily shown].

(ii) **"Form"** means a form appended to these Rules;

(iii) **"Section"** means a section of the Act,

(iv) Words and expressions not defined in these rules shall have the meanings assigned to them under the Act.

3. Payment of fines and of unpaid accumulations by employer.- (1) Within fifteen days from the date on which the Act shall come into force in any area, every employer in such area shall pay by cheque, money order or cash to the Welfare Commissioner-

(a) all fines realized from the employees before the said date and remaining unutilized on that date; and

(b) all unpaid accumulations held by the employer on the aforesaid date:

2[Provided that in the Vidarbha and Hyderabad areas of the State, such payment shall be made by the employer within fifteen days from the date on which the [Maharashtra] Labour Welfare Fund (Extension and Amendment) Rules, 1962 come into force.]

(2) The employer shall along with such payment submit a statement to the Welfare Commissioner giving full particulars of the amounts so paid.

(3) Thereafter all fines realized from the employees and all unpaid accumulations during the quarters ending 31st March, 30th June, 30th September and 31 December shall be paid by the employer in the manner aforesaid to the Welfare Commissioner on or before 15th of April, 15th of July, 15th of October and 15th of January succeeding such quarter and a statement giving particulars of the amounts so paid shall be submitted by him along with such payment to the Welfare Commissioner.

3[3-A. Every employer shall submit to the Welfare Commissioner on or before 431 day of July and 31st day of January a statement of employer's contribution and employees' contribution in respect of employees whose names stand on the

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1Ins. by G.N. of 4-5-1971.

2Ins. by G.N. of 2-6-1962.

3Ins. by G.N. of 4-5-1971.

4Vide notification No. MLW-1161/157706-Lab. iii-B, dated 18-8-1973.

establishment register on 30th June and 31st December, respectively, in Form A. 1'.

3-B. The Welfare Commissioner shall submit to the State Government not later than 31 August and 28th February respectively, a statement of employers contributions received by him on 30th June and 31 December, respectively, in Form 'A-2].

4. Notice for payment of fines and unpaid accumulations by Welfare Commissioner.- The Welfare Commissioner may, after making such enquiries as he may deem fit, and after calling for a report from the Inspector, if necessary, serve a notice on any employer to pay any portion of fines realized from the employees or unpaid accumulations held by him which the employer has not paid in accordance with rule 3. The employer shall comply with the notice within 14 days of the receipt thereof.

1**[4-A. Particulars of unpaid accumulations to be published under section 6-A(3).-** The notice referred to in sub-section (3) of section 6-A shall contain the following particulars, namely:-

(1) Name and address of the factory or establishment in which the unpaid accumulations was earned.
(2) Wage period during which the unpaid accumulations was earned;
(3) Amount of the unpaid accumulations.]

2[(4) A declaration that a list containing the names of employees and the amount due to them and paid to the Board has been pasted on the notice-board of the factory or establishment in which the unpaid accumulation was earned.]

3**[4-B.** (i) Applications for remission of penalty shall be made to the Welfare Commissioner within thirty days from the date of payment of penalty, and shall clearly specify the grounds on which the remission is claimed.

(ii) Where the Welfare Commissioner is satisfied that the penalty imposed is likely to cause undue hardship to the employer concerned or that the employer has suffered financially on account of riots, war or through natural calamities or that delay caused in the payment of unpaid accumulations or fines was due to circumstances beyond his control, the Welfare Commissioner may remit in part or whole the penalty payable under sub-section (2) of section 6-B:

Provided that if the amount of penalty to be remitted exceeds Rs. 500 the remission shall not be made without the prior sanction of the Board.]

4**[5. Maintenance and audit of accounts**.- The accounts of the funds shall be prepared and maintained by the Accounts Officer of the Board in Form "A" and shall be audited by the [Chief Auditor, Local Fund Accounts], Maharashtra State, Mumbai, once a year. The Welfare Commissioner shall be responsible for the disposal of the audit note.

6. Budget of Board.-(1) The budget estimates for each financial year shall be prepared and laid before the Board on or before the 1st day of December of the

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[1]Ins by G.N. of 28.11.1962.
[2]Added by G.N. of 24.6.1970:
[3]Ins. by G.N. of 15.3.1969.
[4]Subs by G.N. of 15.3.1969.
[5]Subs. by G.N. of 5.12.1969.

previous financial year and, after it is approved by the Board, shall be forwarded to the State Government for approval on or before the 15th December. The State Government shall approve of the budget before the 15th January after making such amendments and alteration as it considers necessary.

(2) The budget thus amended or altered and approved shall constitute the budget of the Board for the ensuing financial year and shall be issued under the seal of the Board and signed by the officer or officers of the Board duly authorised in this behalf. An authenticated copy of budget shall be forwarded to the State Government before the 28th February.

7. Additional expenditure- If during the course of the financial year it becomes necessary to incur expenditure over and above the provision made in the budget, the Board shall immediately submit to the State Government the details of the proposed expenditure, and specify the manner in which it is proposed to meet the additional expenditure. The State Government may either approve the proposed expenditure after making such modifications as it considers necessary or reject it. A copy of the order passed by the State Government on every proposal to incur additional expenditure shall be communicated to the Board and the Auditor, if any, appointed by the State Government.

8. Application for grant from fund- Any employer, local authority or any other body, may make an application to the Welfare Commissioner for a grant under section 7(3) of the Act. Such application shall be placed by the Welfare Commissioner before the Board within a month of its receipt with his remark, and the recommendations of the Board shall be forwarded to the State Government by Welfare Commissioner for obtaining the approval of the State Government.

[1]**[9. Mode of payment.-** All payments from the fund amounting to-

(a) less than Rs.50 may be made in cash;

(b) Rs.50 or more shall be made by cheque issued by the Welfare Commissioner; provided that the Board may, in any particular case for special reasons authorise such payment also in cash.]

10. Constitution of Board. [2][(1) The Board shall consist of twenty-six members including the chairman, out of which six shall be the representatives of employers and employees each, eight independent members and six representatives of women.]

(2) [3]*

11. Allowance of the members.- The members shall hold their offices is an honorary capacity provided that each member shall be eligible to "[a sitting fee of Rs.30] for attending each meeting of the Board and to travelling and daily allowances admissible to first grade officers of the State Government.

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[1]Subs. by G.N. of 16.11.1954.
[2]Subs, by G.N. of 7.7.1965.
[3]Deleted by G.N. of 15.3.1969.
[4]Subs. by G.N. of 4.12.1974.

[1][**11-A. Allowances of members of committees.-** The members of committees constituted under section 6-AA shall be eligible to [2][a sitting fee of Rs.30] for attending each meeting of the committee and to travelling and daily allowances admissible to first grade officers of the State Government.]

12. Meetings of Board- (1) The Board shall meet at least once every quarter and as often as may be necessary.

(2) All members of the Board shall be given seven clear days' notice of a meeting specifying the date, time and place of the meeting and business to be transacted thereat:

[3][Provided that, seven clear days' notice shall not be necessary where in the opinion of the chairman, business of an emergent nature has to be transacted.]

13. Quorum- The number of members necessary to constitute a quorum at a meeting of the Board shall be seven including chairman.

14. Chairman to preside. - Every meeting of the Board shall be presided over by the chairman or if the chairman is, for any reason, unable to attend it, [4]*by such one of the members present as may be chosen by the meeting to be chairman for the occasion.

15. Adjournment of meeting.- If there is no quorum as laid down in rule 13, the chairman shall, after waiting for thirty minutes after the expiration of the appointed hour, adjourn the meetings to such hour on some other future day as he may reasonably fix. A notice of such adjourned meeting shall be sent to every member of the Board and the business which would have been brought before the original meeting, had there been a quorum thereat shall be brought before the adjourned meeting and may be disposed of at such meeting, whether there be a quorum or not.

16. All questions to be decided by majority.- All questions coming before the meeting of the Board shall be decided by a majority of the members present and voting at the meeting, the chairman having a second or casting vote in all cases of equality of votes.

17. Mode of exercising votes.- Votes shall be taken by show of hands and the names of persons voting in favour and against any proposition shall be recorded only if any member requests the chairman to do so.

18. Minutes of the meeting.- The Board shall keep minutes of the proceedings of each meeting of the Board, and shall include therein the names of the members present. A copy of such minutes shall be submitted by the Board to the State Government as soon as they are confirmed by the Board.

[5][18-A. Recruitment and conditions of service of Welfare Commissioner.-

(1) Appointment to the post of Welfare Commissioner shall be made either-

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[1]Ins. by G.N. of 15.3.1969.

[2]Subs. by G.N. of 4.12.1974.

[3]Subs. by G.N. of 4.12.1974.

[4]Deleted, G.N. of 4.12.1974.

[5]Ins. by G.N. of 13.7.1963.

(a) by nomination from among persons,-

(i) who are not less than 35 years and more than 45 years of age;

(ii) who holds a degree in Economics and Sociology of any University recognised by the State Government in this behalf and diploma in Labour Welfare or Social Sciences of any institute recognised by the State Government in this behalf;

(iii) who have sufficient knowledge of Marathi and are able to speak, read and write in that language;

(iv) who have at least ten years' experience in a responsible capacity in labour or social welfare administration; and

(v) who have sufficient knowledge and experience of organising physical, cultural and other recreational activities;

(b) by promotion from amongst Deputy Welfare Commissioners who have put in continuous service of at least three years in that post; or

(c) [1][by deputation of officers from the cadre not below the rank of Deputy Commissioner of Labour],-

(i) who possess the educational qualifications mentioned in sub-clause (ii) of clause (a); and

(ii) who have put in a continuous service of five years in any capacity, not lower in rank than that of an Assistant Commissioner of Labour.

(2) A candidate appointed by nomination shall be on probation for a period of two years, and shall be required to pass an examination in Hindi in accordance with the rules, made in that behalf by the State Government.

(3) The post of Welfare Commissioner shall carry-

(i) the pay-scale of [2][Rs. 800-50-1,300 (Mofussil)];

(ii) a dearness allowance at the rate admissible to an officer of the State Government drawing equal to that drawn by the Welfare Commissioner; and

(iii) a conveyance allowance of [3][Rs. 150] per month, where the holder of the post maintains a motor car, and a conveyance allowance of [4][Rs. 60] per month where the holder of the post does not maintain a motor car: Provided that during the period of probation, a candidate appointed by nomination shall be eligible to draw a fixed pay of [5][Rs. 800 per month.].

[6]**[18-B.** The Board may delegate its powers and functions to the Welfare Commissioner in relation to the following matters, subject to the conditions and limitations specified below, namely:-

(1) Under section 7, subject to the provisions of any rule made in this behalf-

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[1]Subs. by MGG No.40, Ext.Pt.I-L, dt. 5.7.2023.

[2]Subs by G.N. of 8.11.1974 (w.e.f. 1.4.1966)

[3]Subs. by G.N. of 31.12.1975.

[4]Subs. by G.N. of 1.9.1964.

[5]Subs by G.N. of 8.11.1974 (w.e.f. 1.4.1966)

[6]Ins. by G.N. of 30.6.1958 and re-numbered by G.N. of 13.7.1963.

(a) to sanction expenditure within the budget grants approved by the State Government;

(b) to transfer funds among the following detailed heads of account namely;-

(i) Community and social education centres;
(ii) Reading rooms at centres;
(iii) Libraries at centres;
(iv) Circulating Libraries;
(v) Community necessities;
(vi) Games and Sports;
(vii) Excursions, tours and holidays homes;
(viii) Entertainment and other forms of recreation;
(ix) Home Industries;
(x) Subsidiary occupations for women and unemployed persons;
(xi) Remunerative employment.

(c) to write off any loss when its value is not more than Rs. 250.

(2) Under section 14-

(a) to appoint the necessary clerical and executive staff to carry out and supervise the activities financed from the Fund, on post and basic salary of which is not more than Rs.250 per month;
(b) to exercise powers of administration and taking disciplinary action against such staff as stated below:-
(i) Power to transfer, sanction increment, fix pay, grant joining time, depute on foreign service, sanction leave, relax qualifications.
(ii) Powers of discharging a person-
(a) on probation, during the period of such probation;
(b) appointed otherwise than under contract to hold a temporary appointment, on the expiration of the period of that appointment or for any other reason;
(c) engaged under contract, in accordance with the terms of his contract,
(d) appointment otherwise than under a contract, to hold a permanent appointment, on the abolition of that post or for any other reasons.
(iii) Powers of imposing any of the following penalties:-
(a) censure;
(b) withholding of increments or promotion, including stoppage at an efficiency bar,
(c) reduction to a lower post or time scale or to a lower stage in a time scale;
(d) recovery from pay of the whole or part of any loss caused to the Board by negligence or breach of orders;
(e) fine;
(f) suspension;
(g) removal from the service of the Board, which does not disqualify from future employment;

(h) dismissal from the service of the Board which ordinarily disqualifies from future employment;

(i) any other punishment with the approval of the Board:

Provided that every member of such staff shall have a right to appeal to the Board against any order or reduction, dismissal or removal from service, fine or any other punishment.]

1[* * * * *]

19. Additional powers of Inspector.- Every Inspector shall, for carrying out the purposes of the Act, also have the powers to require any employer to produce any document for his inspection, to supply him a true copy of any such document and to give him a statement in writing.

2[19-A. Percentage of annual income of funds towards staff.- The Board shall ensure that the expenses of the staff including the staff employed for carrying out the programmes of the Board, and other administrative expenses, shall not exceed 60 per cent of the annual income of the Fund.]

20. Publication of the Annual Report of the Board- The Board shall, within three months of the date of the closing of each financial year, submit to the State Government for approval an audited statement of receipts and expenditure together with an annual report giving its activities in the year. [The statement and report shall be laid as soon as may be after they are approved by the State Government before each House of the State Legislature while it is in session for a period of one month. After they are so laid, the Board shall cause the same to be published in such manner as it may deem fit.]

4**[21. Maintenance of registers by employers.-** (1) Every employer of an establishment shall maintain and preserve for a period of 10 years-

(a) a register of wages in [Form 'B'] [except in cases where the employer maintains a muster roll-cum-wage register prescribed under the Maharashtra Minimum Wages Rules, 1963); and

(b) a consolidated register of unclaimed wages and fines in "[Form 'C'].

However, in cases pending before Appellate Authorities the record shall be preserved till the case are finally disposed.

(2) The employer shall by the 31st January every year forward to the Welfare Commissioner a copy of the extract from the register in Form 'B' pertaining to the previous year.]

1Deleted by G.N., I & L.D., No.MLW, 1169/141572/Lab./III-B, dated 19.1.1973.
2 Ins. by G.N. of 15.3.1969.
3Subs. by G.N. of 7.6.1962.
4Ins. by G.N. of 10.5.1965.
5Subs. by G.N. of 15.3.1969.
6Ins. by G.N. of 24.9.1965.
7Subs. by G.N. of 15.3.1969.

FORM A-1[1]

(Rule 3-A)

Statement of employees' and employers' contribution on 30th June and 31st December respectively.

1. Name of the establishment...

2. Name of the employer...

3. Class of establishment (i.e., whether a factory or motor omnibus service, a shop, commercial establishment , residential hotel, restaurant, eating house, theatre or other place of public amusement or entertainment.)

4. Address of the establishment...

5. Total number of employees whose names stand on the establishment register on 30th June/31st December.

6. (a) Employees' contribution at the rate of *Rs.25 paise* per employee.

   (b) Employers' contribution at the rate of *Rs.50* paise per employee.

7. Total of sub-entries (a) and (b) of entry 6.........

8. Whether the contribution has already been paid to the Welfare Commissioner; if so, whether by cheque, money order or cash and details thereof

Signature of the employer

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[1] Ins. by G.N., I & LD., No. MLW. /1161/121385/Lab. III, dated 4.5.1971.

FORM A-2[1]

(RULE 3-B)

Statement of employers' contribution received by the Welfare Commissioner for six months ending on 30th June and 31st December respectively in the year……………………

Class of Establishment	Number of Establishment	Amount of employers' Contribution received by the Welfare Commissioner
1	2	3
		Rs.
1. Factories		
2. Motor Omnibus Services		
3. Shops		
4. Commercial establishments		
5. Residential hotels		
6. Restaurants		
7. Eating houses		
8. Theatres		
9. Other places of public amusement or entertainment		
	Total	

Date: Signature of the Welfare Commissioner

[1] Ins. by G.N.,I. & LD.,No. MLW. / 1161/121385/Lab. III, dated 4.5.1971.

[1][FORM "A"
(RULE 5)
1. CASH BOOK OF THE OFFICE OF THE....................
RECEIPTS

Date of Receipt	Serial No. of Receipt	Details of the Receipts					P.O. Deposit		
		Particulars of Receipts	Receipt No.	Bank Deposits	Cash	Bank	Provisional Receipts	Other Deposits	R.B.F.
1	2	3	4	5	6	7	8	9	10
	Opening Balance		Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	

EXPENDITURE

Date of Expenditure	Serial No. or Sub-Voucher No.	Details of payment					P.O. Deposit		
		Particulars of expenditure	Voucher No.	Bank Deposit	Cash	Bank	Provisional receipts	Other Deposits	R.B.
11	12	13	14	15	16	17	18	19	20
			Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	
Total expenditure	....								

Total Receipts...............................
Grand Total................................

Total expenditure...............................
Closing Balance...............................
Grand Total...............................

[1] Subs. by G.N. of, 15.3.1969.

II. DETAILED ABSTRACT OF RECEIPTS FOR THE MONTH OF....... ..20......

Date	D.A.R.	R. No.	Name of establishment or person	Fines	Unpaid accumulations			Donations
					Unpaid accumulations	Deposit	N.S. Certificate	
1	2	3	4	5	6	7	8	9

Loans from State Government	Grant-in-aid		Deposit					Refund Board's contribution
	Government	Other Institutions	Earnest money	Tailoring Class	Library and information centre	Other Deposits	R.B.F.	
10	11	12	13	14	15	16	17	18

Miscellaneous receipts								
Entry fees	R.E.S.	Loss of books	N.S. and H.C. fees	Sale of old newspapers	Tailoring Class fees	Fines and other recoveries from staff	Misc. Receipts	Electricity charges
19	20	21	22	23	24	25	26	27

Miscellaneous receipts				Interest on Bank Deposit	Interest on Government Securities	Total	Initials	
Rent and Taxes	Sale of Annual Reports	Advertisement charges	Sale of unserviceable articles				Clerk	Supdt.
28	29	30	31	32	33	34	35	36

III. CLASSIFIED ABSTRACT OF PAY AND ALLOWANCES IN RESPECT OF.....................................

FOR THE MONTH OF.........................20..

Serial No.	Voucher No.	Date	Bill No.	Officers		Leave Salary Provision	
				Pay	Allow.	Pay	Allow.
1	2	3	4	5	6	7	8

Supervisory-*cum*-Administrative staff		Programme for Administrative staff		Community necessities and educational staff		Total	
Pay	Allow.	Pay	Allow.	Pay	Allow.	Pay	Allow.
9	10	11	12	13	14	15	16

T.A. for Staff		T.A. for members of the Board	Leave Travel concession	Total of each voucher	Initials	
On tour	On transfer				Clerk	Supdt.
17	18	19	20	21	22	23

IV. CLASSIFIED ABSTRACT OF CONTINGENT EXPENDITURE OF THE..............

Programme Expenditure

						Community Necessity	
Serial No.	Voucher No.	Bill No	Date	Place	Creche	Nursery School	
						N.R.	R.
1	2	3	4	5	6	7	8

Tailoring Classes	R.E.S.		Home Industries	Subsidiary occupations for women	Sewing machines	Reading Rooms Centres
	N.R.	R.				
9	10	11	12	13	14	15

						Entertainment and other
Libraries Centres	Workers Education		Music and Social etc.	National & Special Days	Dramas and Drama Festivals	Exhibition
16	17	18	19	20	21	22

				Games and Sports			
recreation				Matches			
Visual Instruction Cinema Show	Scouts and Guids	Excursions and Tours		Conveyance and Refreshment	Entry Fees	First Aid	Prizes
23	24	25	26	27	28	29	30

OFFICE/CENTRE............ FOR THE MONTH OF............20...

Facilities for conducting Programme

					Electricity and Lighting	
Games materials	Repairs to play Appn. and play grounds	N.R.	Annual Sports and Miscellaneous	Furniture	N.R.	R.
31	32	33	34	35	36	37

		Printing and Stationery		Vehicles	
Rent, Rates and *Taxes*	Postage Exchange and Bank Commission	N.R.	R.	N.R.	R.
38	39	40	41	42	43

Special Items

Other Miscellaneous						
Replacement of radios and Musical instruments	Other Miscella-neous	Home Nursing	Conveya-nce	Daily Wages		Maintenance of Buildings and Repairs
44	45	46	47	48	49	50

Repairs	Administrative Contingency			Provident Fund Contribution	Gratuity Payment	Loans and Advances
51	52	53	54	55	56	57

Investigation of Claims	Legal	Grant-in-aid			Total	Initials Clerk/Supdt.
58	59	60	61	62	63	64

V. CONSOLIDATED ABSTRACT OF PAY AND ALLOWANCES FOR THE MONTH OF............20

	Serial No.	Voucher No.	Date	Bill No.	Officer		Leave Salary Provision		Supervisory-cum-administrative staff		Programme Administrative Staff	
					Pay	Allow.	Pay	Allow	Pay	Allow.	Pay	Allow.
	1	2	3	4	5	6	7	8	9	10	11	12
Central Office, Bombay....................												
Divisional Office,............................												
Development Zone Office,................												
Development Zone Office,................												
Circle Office,.................................												
....												
....												
....												
....												

Expenditure during the month of.........................

Add: Previous progressive *Expenditure* upto..........

Adjustments .. { Debit / Credit

Progressive expenditure upto.....................

	Community necessities and educational Staff		Total		T.A. for Staff		T.A. for members of the Board	Leave Travel Concession	Total of each voucher	Initials	
	Pay	Allow.	Pay	Allow.	On tour	On transfer				Clerk	Supdt.
	13	14	15	16	17	18	19	20	21	22	23
Central Office, Bombay											
Divisional Office,...............................											
Development Zone Office,..................											
Development Zone Office,..................											
Circle Office,..											
....											
....											
....											

Expenditure during the month of.............................

Add: Previous Progressive Expenditure upto...........

Adjustments .. { Debit / Credit

Progressive expenditure upto...................................

VI. CONSOLIDATED ABSTRACT OF CONTINGENT EXPENDITURE FOR THE MONTH OF..................

Programme Expenditure

Serial No.	Voucher No.	Bill No.	Date	Place	Community necessity Creche	Nursery School		Tailor-ing Classes	R.E.S.		Home Industr-ies	Subsidiary occupations for women	Sewing machines	Reading Rooms at Centres
						N.R.	R.		N.R.	R.				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Central Office, Bombay														
Divisional Office , ...														
Development Zone Office, ...														
Development Zone Office, ...														
Circle Office, ...														
....														
....														
....														
....														
....														

Expenditure during the month of..............................

Add: Previous Progressive Expenditure upto...............

Adjustments .. $\left\{ \begin{array}{l} \text{Debit} \\ \text{Credit} \end{array} \right.$

Progressive expenditure upto................................

				Entertainment and other recreation						
	Libraries at Centres	Workers Education		Music and Socials etc.	National and Special Days	Dramas and Drama Festivals	Exhibition	Visual Instruction Cinema show	Scouts and Guides	Excursions and Tours
	16	17	18	19	20	21	22	23	24	25
Central Office, Bombay										
Divisional Office, ...										
Development Zone Office, ...										
Development Zone Office, ...										
Circle Office, ...										
....										
....										
....										
....										

Expenditure during the month of..............................

Add: Previous Progressive Expenditure upto..............

Adjustments .. { Debit / Credit }

Progressive expenditure upto................................

OFFICE/CENTRE............FOR THE MONTH OF....................20.

	Facilities for conducting Programme										
	Games and sports										
	Matches								*Electricity and lighting*		
	Conveyance and Refreshment	Entry *Fees*	First *Aid*	Prizes	Games materials	Repairs to play appn. and play grounds	N.R.	Annual Sports and Misc.	Furniture	N.R.	R.
26	27	28	29	30	31	32	33	34	35	36	37
Central Office, Bombay											
Divisional Office, ...											
Development Zone Office, ...											
Development Zone Office, ...											
Circle Office, ...											
....											
....											
....											
....											

Expenditure during the month of..............................

Add: Previous Progressive Expenditure upto..............

Adjustments .. { Debit, Credit }

Progressive expenditure upto...............................

	Rent, rates and taxes	Postage Exchange and Bank Commission	Printing and Stationery		Vehicles	
			N.R.	R.	N.R.	R.
	38	39	40	41	42	43
Central Office, Bombay						
Divisional Office, ...						
Development Zone Office, ...						
Development Zone Office, ...						
Circle Office, ...						
....						
....						
....						
....						
....						

Expenditure during the month of..............................

Add: Previous Progressive Expenditure upto..............

Adjustments .. $\begin{cases} \text{Debit} \\ \text{Credit} \end{cases}$

Progressive expenditure upto...............................

Special Items

	Other Miscellaneous							
	Replacement of radios and musical instruments	Other miscellaneous	Home Nursing	Conveyance	Daily wages		Maintenance of buildings and repairs	Repairs
	44	45	46	47	48	49	50	51
Central Office, Bombay								
Divisional Office, ...								
Development Zone Office, ...								
Development Zone Office, ...								
Circle Office, ...								
....								
....								
....								
....								
....								

Expenditure during the month of..............................

Add: Previous Progressive Expenditure upto..............

Adjustments .. { Debit / Credit

Progressive expenditure upto................................

	Administrative Contingency			Provident Fund contribution	Gratuity payment	Loans and Advances	Investigation of claims	Legal fees	Grant-in-aid			Total	Initials
	52	53	54	55	56	57	58	59	60	61	62	63	64
Central Office, Bombay													
Divisional Office, ...													
Development Zone Office, ...													
Development Zone Office, ...													
Circle Office, ...													
....													
....													
....													
....													

Expenditure during the month of..............................

Add: Previous Progressive Expenditure upto...............

Adjustments .. { Debit / Credit

Progressive expenditure upto................................

VII. FEES REGISTER FOR TAILORING CLASSES YEAR 20 . .

Serial No.	Name of Student	Deposit	Rates of Fees	April	May	June	July	Aug
	Rs.	Rs.						

September	October	November	December	January	February	March	Examination fees	Total amount of fees paid
							Rs.	Rs.

III. INDIVIDUAL DEPOSIT ACCOUNT OF TAILORING SECTION

Serial No.	Particulars of Students		Year of Deposit	Receipts		
	Name	Address		D.A.R.	Receipt No. and date	Amount
1	2	3	4	5	6	7

Initials	Withdrawals		Initials
	Voucher No.	Amount	
8	9	10	11

IX. DEPOSIT ACCOUNT FOR THE WORKER'S CLUB OF LABOUR WELFARE CENTRE AT..................................

Dr.

Date	Voucher No.	Particulars	Reference No.	Amount	Initials

Cr.

Date	Particulars	Reference No.	DAR No.	Amount	Initials

X. UNPAID ACCUMULATIONS ACCOUNT *vide* SECTION 3*(1)* OF THE ACT

FOR THE MONTH OF..................20

Payments

Date	Particulars	Name of the persons	Payment made from amounts received during quarter	L.F.	V.No.	Amount

Receipts

Date	Particulars	Receipt No.	L.F.	Amount

XI. REGISTER OF QUARTERLY RECEIPTS OF UNPAID ACCUMULATIONS FROM THE FACTORY OR ESTABLISHMENT AND PUBLICATION OF NOTICES

Name of Establishment..............................Account No....................... File No................Addresss:

Period and particulars (wage period)	Reference of notice if issued	Amount received	Receipt No. and date	1st Year		Factory / Registered Office	
		Unpaid interest accumulations		Notice board	Newspaper	Notice-board	Newspaper
First Quarter ending 31st March, 20.							
Second Quarter ending 30th June, 20.							
Third Quarter ending 30th September, 20.							
Fourth Quarter ending 31st December, 20.							
Bonus for the year declared on ..							
Total..							
First Quarter ending 31st March, 20.							
Second Quarter ending 30th June, 20.							
Third Quarter ending 30th September, 20.							
Fourth Quarter ending 31st December, 20.							
Bonus for the year declared on ..							
Total..							
First Quarter ending 31st March, 20.							
Second Quarter ending 30th June, 20.							
Third Quarter ending 30th September, 20.							
Fourth Quarter ending 31st December, 20.							
Bonus for the year declared on ..							
Total..							

Period and particulars (wage period)	2nd year			3rd year			Reference to Reports to Inspector	Inspector Report No. and date	Remarks
	Notice-board	News-paper	Notice-board	News-paper	Notice-board	News-paper			
First Quarter ending 31st March, 20.									
Second Quarter ending 30th June, 20.									
Third Quarter ending 30th September, 20.									
Fourth Quarter ending 31st December, 20.									
Bonus for the year declared on ..									
Total..									
First Quarter ending 31st March, 20.									
Second Quarter ending 30th June, 20.									
Third Quarter ending 30th September, 20.									
Fourth Quarter ending 31st December, 20.									
Bonus for the year declared on ..									
Total..									
First Quarter ending 31st March, 20.									
Second Quarter ending 30th June, 20.									
Third Quarter ending 30th September, 20.									
Fourth Quarter ending 31st December, 20.									
Bonus for the year declared on ..									
Total..									

XII. REGISTER OF PAYMENTS TOWARDS SETTLEMENT OF CLAIMS TO UNPAID ACCUMULATIONS *vide* SECTION 6 A

Name of establishment..Account No...

File No...Address: Factory/Registered Office..

Serial No.	Name of the *claimant*	Refund Order No. *and date*	Voucher No. and *date*	As on	Payment of unpaid accumulations from receipts Quarter ending	Quarter ending	Quarter ending	Quarter ending	Quarter ending
1	2	3	4	5	6	7	8	9	10

Amount received..

Date of first publication

Serial No.	Name of the claimant	Payment of unpaid accumulations from receipts *Quarter* ending	*Quarter ending*	*Quarter* ending	*Quarter* ending	*Quarter* ending	Quarter ending	Quarter ending	Remarks
1	2	11	12	13	14	15	16	17	18

Amount received..... ... ...

Date of first publications:

FORM 'B'

(Rule 21)

REGISTER OF WAGES

Name of the establishment...

For the month of...

				Amount payable during the month			
Serial No.	Name of employee	Ticket and Badge No.	Occupation	Basic wages	Overtime	Dearness allowance and other allowances	Bonus
1	2	3	4	5	6	7	8

Amounts deducted during the month		Amount actually paid during the month			
Fines	Other deductions	Basic wages	Overtime	Dearness allowance and other allowances	Bonus
9	10	11	12	13	14

Balance due to the employees			
Basic wages	Overtime	Dearness allowance and other allowances	Bonus
15	16	17	18

[1][FORM 'C']

(Rule 21)

[2][REGISTER FOR FINES AND UNPAID ACCUMULATIONS FOR THE YEAR.........]

Name of the establishment.................................

	Quarter ending 31st March	Quarter ending 30th June	Quarter ending 30th September	Quarter ending 31st December
(1) Total realizations under fines				
(2) Total amount becoming unpaid *accumulations* of-*				
(i) Basic wage				
(ii) Overtime				
(iii) Dearness allowance and other allowances.				
Total of (1), (2)				

NOTIFICATION

MAHARASHTRA LABOUR WELFARE FUND ACT, 1953[3]

October 15, 2015

No.MKK-04/2015/CR-96/Lab-10.-Whereas, the Government of Maharashtra has, vide *the Government Notification, Industries, Energy and Labour Department*, No.MKK-03/2013/C.R.78/ Labour-10, dated the 25th February, 2014, issued in exercise of the powers conferred by sub-section (1) of section 4 of the Maharashtra Labour Welfare Fund Act (XL of 1953) (hereinafter referred to as "the said Act") read with rule 10 of the Maharashtra Labour Welfare Fund Rules, 1953, *reconstituted the Maharashtra Labour* Welfare Board (hereinafter referred to as "the said Board").

And whereas, the Government of Maharashtra is satisfied that the said Board has made default in performing the duties imposed on it by or under the said Act and has abused its powers;

Now, therefore, in exercise of the powers conferred by sub-sections (1) and (2) of section 18 of the said Act and of all other powers enabling it in this behalf, the Government of Maharashtra hereby, after giving a reasonable opportunity to the said Board to show cause as to why the said *Board should not be* superseded and after considering the explanations and objections of the said Board, supersedes the said Board with effect from 29th October 2015; and directs that, until the said Board is re-constituted, the powers, duties and functions of the said Board shall be exercised and performed by the Welfare Commissioner, Maharashtra Labour Welfare Board.

By order and in the name of the Governor of Maharashtra,

BALASAHEB KOLASE,

Joint Secretary to Government.

[1] Renumbered by G.N. of 15.3.1969.

[1] Subs. *ibid.*

**See* definition of "*Unpaid Accumulations*" under section 2*(10)* of the [Maharashtra] Labour Welfare Fund Act, 1953. For example, in the column for the quarter ending June 1963 should be shown the payment which become due to the employees during the quarter January-March 1950, and which have since remained unpaid.

[2] **MGG Pt I-L, Ext. dt. 15.10.2015**