**FORM-I**

**[See rule-19 and rule-51(1), (2) and (3)]**

**Register of Wages, Overtime, Fine, Deduction for damage and Loss**

Name of the Establishment: Name of the Employer:

Name of the Owner: PAN/TAN of the Employer:

Labour Identification Number (LIN):

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. in  Employee  Register | Name of  the  employee | Designation  /  Department | Duration of Payment  of Wages  (Monthly/Fortnightly  /Weekly/Daily/Piece  rated) | Wage  Period  From-  To | Total  no. of  days  worked  during  the  period | Total  overtime  (hoursworked  or production  in case of  piece  workers) | Rates of wages | | |
| Basic | DA | Allowances |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Overtime  Earning | Nature of acts  and omissions  for which fine  imposed with  date | Amount of  fine  imposed | Damage or  loss caused  to the  employer by  neglect or  default of the  employee | Amount of  deduction  from wages | Total  amount of  wages  paid | Date of  Payment | Attendance | | |
| Date | | Signature |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | 19 |