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GOVERNMENT OF TAMIL NADU
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TAMIL NADU GOVERNMENT GAZETTE

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Part III—Section 1(a)

General Statutory Rules, Notifications, Orders, Regulations, etc., issued by Secretariat Departments.

NOTIFICATIONS BY GOVERNMENT

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NOTIFICATIONS BY GOVERNMENT

LABOUR AND EMPLOYMENT DEPARTMENT

Amendments to the Tamil Nadu Factories Rules, 1950.

[G.O. Ms. No. 33, Labour and Employment (M2), 17th February 2021, மாசி 5, சார்வரி, திருவள்ளுவர் ஆண்டு–2052.]

No. SRO A-9/2021.—In exercise of the powers conferred by Section 112 of the Factories Act, 1948 (Central Act LXIII of 1948), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Factories Rules, 1950, the draft of the same having been previously published, as required under Section 115 of the said Act:-

AMENDMENTS.

In the said Rules,-

- (1) In rule 86, for the expression "column (3) of Form No. 12", the expression "column (6) of Form No. 12" shall be substituted;
 - (2) In rule 88, in sub-rule (2), for the expression "fifteen paise", the expression "five rupees" shall be substituted;
 - (3) for rule 103, the following rule shall be substituted, namely:-

" 103. Maintenance of Muster Roll and Registers -

- (1) The Manager of every factory shall maintain a muster roll of all the workers employed in the factory in Form No. 25 and entries shall be made at the commencement of each period of work.
- (2) The Manager shall make it such muster roll readily available for inspection to the inspector at all times during working hours or when any work is being carried on in the factory and it shall be preserved for a period of three years after the last entry.
- (3) The Register of adult workers and young persons in Form No. 12, Register of leave with wages in Form No. 15 and the muster roll and Register of compensatory holidays in Form No. 25 shall be considered to serve the purposes of the Registers and muster roll specified hereunder, namely:-
 - (i) Register of Employment of Contract Labour in Form XXVI as per rule 75, Register of Wages in Form XXVII as per clause (a) of sub-rule (1) of rule 78 and Register of Advances, Deductions for Damage or Loss and Fines in Form XXIX as per clause (d) of sub-rule (1) of rule 78 of the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975;
 - (ii) Register of Workmen employed by Contractor in Form XIII as per rule 49, Muster Roll Register in Form XVII as per clause (a) of sub-rule (2) of rule 52, Register of Wages in Form XVIII as per clause (a) of sub-rule (2) of rule 52, Register of Deductions for Damage or Loss in Form XIX as per clause (c) of sub-rule (2) of rule 52, Register of Fines in Form XX as per clause (c) of sub-rule (2) of Rule 52, Register of Advances in Form XXI as per clause (c) of sub-rule (2) of rule 52 and Register of Overtime in Form XXII as per clause (d) of sub-rule (2) of Rule 52 of the Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) (Tamil Nadu) Rules, 1983;
 - (iii) Register of Fines in Form I as per rule 3, Register of Deductions for Damage or Loss caused to the employer by the neglect or default of the employed persons in Form II as per rule 4 and Register of Advances made to employed persons in Form III as per rule 17 of the Tamil Nadu Payment of Wages Rules, 1937;
 - (iv) Register of Fines in Form I as per sub-rule (4) of rule 21, Register of Deductions for Damage or Loss caused to the employer by the neglect or default of the employed person in Form II as per sub-rule (4) of rule 21, Overtime Register for Workers in Form IV as per sub-rule (2) of rule 26, Muster Roll in Form V as per sub-rule (5) of rule 27 and Register of Employees in Form XI as per sub-rule (6) of rule 27 of the Minimum Wages (Tamil Nadu) Rules, 1953;
 - (v) Muster Roll in Form A as per sub-rule (1) of rule 3 of the Tamil Nadu Maternity Benefit Rules, 1967;

- (vi) Register of National, Festival and Special Holidays in Form VI as per sub-rule (1) of rule 7 of the Tamil Nadu Industrial Establishments (National, Festival and Special Holidays) Rules, 1959;
- (vii) Register of Workmen in Form I as per sub-rule (1) of rule 6 of the Tamil Nadu Industrial Establishments (Conferment of Permanent Status to Workmen) Rules, 1981;
- (viii) Register of employees placed under suspension in Form No.1 as per rule 3 of the Tamil Nadu Payment of Subsistence Allowance Rules, 1981;
- (ix) Register of Wages in Form B, Register of Fines and Unpaid Accumulations in Form C as per rule 29 of the Tamil Nadu Labour Welfare Fund Rules, 1973.";
- (4) for Form No. 12, Form No. 15 and Form No. 25, the following Forms shall respectively, be substituted, namely:-

"FORM No.12

(Prescribed under rules 80, 86)

REGISTER OF ADULT WORKERS AND YOUNG PERSONS.

Name and Address of the Factory:

Registration No:

Serial Number	Name of the worker	Worker Identity No.	Gender	Father / Spouse Name	Date of Birth	Present Address	Permanent Address	Aadhaar No.	Date of entry into service	Designation / Nature of Work	EPF No./ UAN No.	ESIC No.	Date on which completion of 480 days of service	Date on which made permanent	Period of Suspension if any	Bank A/c Number, Name of Bank, Branch (IFSC)	Photo	Mobile Number	E-mail ID	Specimen Signature / Thumb Impression	Date of Exit	Reason for Exit	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)

Name and Address of the Factory:

"FORM No. 15

(Prescribed under rules 87, 88)

REGISTER OF LEAVE WITH WAGES (Part-I)

Name and Address of the Occupier:	
Name of the Manager / In-charge:	
Registration No:	
For the	month of Year

1	Serial Number	
2	Serial Number in Register of adult workers and young persons	
3	Name of the worker	
4	Worker Identity Number	
5	Leave at the beginning of the month	E
6	Leave earned during the period	Earned
7	Leave availed during the month	Leave
8	Leave balance at the end of the month)
9	Leave at beginning of the month	Med
10	Leave availed during the month	ical Le
11	Leave balance at the end of the month	eave
12	Leave at beginning of the month	Oth
13	Leave availed during the month	ner Lea
14	Leave balance at the end of the month	ave
15	Date of giving notice of pregnancy / delivery	
16	Amount of maternity benefit paid in advance of expected delivery and date of payment.	Mater
17	Subsequent Payment of Maternity benefit and date of payment	nity Be
18	Amount paid as Medical Bonus and Date of payment	enefits
19	Leave with Wages as per Sections 9 or 10 of the Maternity Benefit Act, 1961	
20	Whether nomination received from the Worker	
21	Amount paid as Gratuity in case of demise / exit of the worker	tuity efits
22	Remarks	

(Part-II)

	Name and Address of the Factory: Name and Address of the Occupier / Pay Master:													tal r	number of persons emplo					T	-	Mal	-	T	Female Adolescent							
Name	of th	e M	lana	age	r/In	-cha	arge	:									F			-				+	Ad	oles	cer	nt A	Ado	cer	1	
Registr	atior	n No	D :																									\perp				╛
	Wage Period From to(Monthly/Fortnightly/Week															ekl	y/D	aily/	/Pie	ce I	Rat	ed)										
young	Bunok													_	_			Dedu	ctions					_					d and		Date	
s and	Damages / F												/ Fine	<u> </u>	4					lculate		and Di										
Serial Number Serial Number in Register of adult workers and	persons Name of the worker	Worker Identity Number	Number of days worked	uilibel of days worked	Basic Wages	Dearness Allowance	House Rent Allowance	Other Allowances (nature may be specified)	Overtime Wages	Leave Wages (Earned Leave / National, Festival & Specia Holidays / Other)	Gross Wages	Provident Fund	Employees State Insurance	Labour Welfare Fund	Advance paid	Advance recovery pending at the beginning of the month	Advance Recovered	Pending Recovery	Deduction imposed on Damages, Loss or Fines	Deduction recovery pending at the beginning of the month	Deduction made on Damages, Loss or Fines	Pending Recovery	Any other Deductions		Total Deductions	Net Wages	Date of payment	Unpaid accumulations	Rate at which subsistence allowance calculated	mount paid	Receipt by worker / Bank Transaction I.D.	Remarks
1 2	3	4	5	-	6	7	8	9	10	11	12	13	Ш 14	15	16	17	18	19	20	21	22	23		-	⊢ 25	26	27	28	-	-	<u>≈</u> 30	31
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	[Prescribed under rules 77(4), 103] MUSTER ROLL AND REGISTER OF COMPENSATORY HOLIDAYS.																															
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1														Festival Holidays:									4		Т							
Registr	Registration No:																															
and						Π	Γ					D	aily H	ours o	f work	includ	ing ov	ertime	(if any	/)								П	П	liday	iday	Г
workers							Н	П	Daily Hours of work including overtime (if any) 오													onal Holida ival Holida										
	Name of the worker	Worker Identity Number	Time at which work commences	Rest Interval	Time at which work ends	Scheme of Shifts	← (3 3	4 5	0 9 1	8	9 10	; = ;	12	14	16	1/	19	21	22 23	24	25	27	87	30		Total Days worked	_	Number of days on Loss of Pay	Benefit availed for working on National Holiday	Benefit availed for working on Festival Holiday	Remarks
1 2	3	4	5	6	7	8	╀				_					9 T T	_		1 1		$\overline{}$			$\overline{}$	_	\dashv	10	11	12	13	14	15
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Md. NASIMUDDIN, Additional Chief Secretary to Government.