

Compliance Newsletter For the month of March 2024

Minimum Wages Revisions

The Karnataka Minimum Wages Notification

The Government of Karnataka vide No. KAE 47 LMW 2017, has released minimum wages notification for various employments with effect from 01st April 2024. Please refer to the notification enclosed and below table for revised Minimum Wages:

Category: Shops & Commercial Establishment

Effective Date: 01/04/2024

State: Karnataka

Class of Employment	Zone	Designation	Basic Per Month	VDA Per Month	Total Per Month
Office Staff	Zone I	Manager/ Personal Officer	16423	3518.4	19941.4
Office Staff	Zone I	Marketing Manager	16423	3518.4	19941.4
Office Staff	Zone I	Office Supervisor or Any Other Equivalent Position	16423	3518.4	19941.4
Office Staff	Zone I	Assistant Manager/ Assistant Personal Manager	15423.4	3518.4	18941.8
Office Staff	Zone I	Senior Accountant and Any Other Equivalent Position	15423.4	3518.4	18941.8
Office Staff	Zone I	Senior Clerk	14021.3	3518.4	17539.7
Office Staff	Zone I	Cashier	14021.3	3518.4	17539.7
Office Staff	Zone I	Judgement Writer	14021.3	3518.4	17539.7
Office Staff	Zone I	Stenographer	14021.3	3518.4	17539.7
Office Staff	Zone I	Storekeeper	14021.3	3518.4	17539.7
Office Staff	Zone I	Receptionist	14021.3	3518.4	17539.7
Office Staff	Zone I	Any Other Equivalent Position	14021.3	3518.4	17539.7
Office Staff	Zone I	Junior Clerk	12746.6	3518.4	16265
Office Staff	Zone I	Booking Clerk	12746.6	3518.4	16265
Office Staff	Zone I	Computer Operator	12746.6	3518.4	16265
Office Staff	Zone I	Typist	12746.6	3518.4	16265
Office Staff	Zone I	Telephone Operator	12746.6	3518.4	16265
Office Staff	Zone I	Data Entry Operator And Any Equivalent Position	12746.6	3518.4	16265
Office Staff	Zone I	Peon	11587.8	3518.4	15106.2
Office Staff	Zone I	Watchman	11587.8	3518.4	15106.2
Office Staff	Zone I	Lift Operator	11587.8	3518.4	15106.2
Office Staff	Zone I	Office Boy	11587.8	3518.4	15106.2
Office Staff	Zone I	Attender	11587.8	3518.4	15106.2

Office Staff	Zone I	Helper	11587.8	3518.4	15106.2
Office Staff	Zone I	Dalayath Mazdoor	11587.8	3518.4	15106.2
Office Staff	Zone I	Sweeper And Any Equivalent Position	11587.8	3518.4	15106.2

The Tamil Nadu Minimum Wages Notification

The Government of Tamil Nadu vide notification no. Z3/5476/2024 has revised variable dearness allowance effective from 1st April 2024. Please refer to the notification enclosed and below table for revised Minimum Wages:

State: Tamil Nadu

Effective Date: 01/04/2024

Category: Shops & Commercial Establishment

S. No.	Class of Employees (General Categories)	Category	Zone-A			Zone-B		
			Basic	VDA	Total	Basic	VDA	Total
1	Manager, Sales Manager, Field Officer, Development Officer, Office In- Charge	Highly- Skilled	5960	5735	11695	5910	5735	11645
2	Assistant Manager, Accountant, Supervisor, Sales Executive, Purchaser, Storekeeper, Agent, Sales Promotion Employees	Skilled	5548	5735	11283	5496	5735	11231
3	Cashier, Clerk, Typist Cum Clerk, Typist, Stenographer, Salesman, Sales Representative, Auction Bidder, Tradesman, Bill Writer	Semi-Skilled-I	5507	5735	11242	5446	5735	11181
4	Bill Collector, Booking Clerk, Bill Clerk, Godown Keeper, Assistant Salesman, Godown In-Charge, Accounts Asstt, Receptionist, Lineman, Tally Clerk, Security Guard, Weighman, Driver	Semi-Skilled-II	5457	5735	11192	5396	5735	11131

5	Peon, Watchman, Shop Asstt, Helper, Packer, Attender, Delivery Boy, Messenger, Lift Operator, Shop Boy, Water Boy, Sweeper, Gardner, Scavenger	Unskilled	5396	5735	11131	5338	5735	11073
---	--	-----------	------	------	-------	------	------	-------

The Uttarakhand Minimum Wages Notification

The Government of Uttarakhand vide No. 286/VIII-1/24-228 Labour/200-Part-II, has released minimum rate of wages with effect from 01st April 2024. Please refer to the notification enclosed and below table for revised Minimum Wages:

State: Uttarakhand

Effective Date: 01/04/2024

Category: Various including Shops & Commercial Establishment

Class of Employment	Class of workers	Minimum Wages Per Month
Unskilled	For Adult Workers in Towns of More Than One Lakh Population	12539
Unskilled	For Remaining Parts of the State	12391
Semi-skilled	For Adult Workers in Towns of More Than One Lakh Population	13280
Semi-skilled	For Remaining Parts of the State	13110
Skilled	For Adult Workers in Towns of More Than One Lakh Population	14023
Skilled	For Remaining Parts of the State	13838
Clerical Category - I	For Adult Workers in Towns of More Than One Lakh Population	15275
Clerical Category - I	For Remaining Parts of the State	15035
Clerical Category - II	For Adult Workers in Towns of More Than One Lakh Population	14340
Clerical Category - II	For Remaining Parts of the State	14139

The Chandigarh Minimum Wages Notification

The Government of Chandigarh vide Notification no. ST/CPI/2023-24/678 & ST/CPI/2023-24/679 has revised minimum wages for both period of effective from 1st April 2023 to 30th September 2023 and 1st October 2023 to 31st March 2024. Please refer to the notification enclosed and below table for revised Minimum Wages:

State: Chandigarh

Category: Shops & Commercial Establishment

Effective Date: <u>01/04/2023 to 30/09/2023</u>			Effective Date: <u>01/10/2023 to 31/03/2024</u>	
Class of Employment	Daily	Monthly Rates	Daily	Monthly Rates
UNSKILLED	505	13127	525	13659
SEMISKILLED II	511	13277	531	13809
SEMISKILLED I	515	13377	535	13909
SKILLED II	522	13577	543	14109
SKILLED I	531	13802	551	14334
HIGHLY SKILLED	546	14202	567	14734
CLASS III (STAFF)	515	13402	536	13934
CLASS II (STAFF)	521	13552	542	14084
CLASS I (STAFF)	535	13912	556	14444

Notifications/Circulars/Amendments

The Maharashtra Labour Welfare Fund (Amendment) Act, 2024

The Government of Maharashtra vide RNI No. MAHENG / 2009 / 35528, has issued Notification of the Maharashtra Labour Welfare Fund (Amendment) Act, 2024. Please refer to the notification appended herewith and below table showing the amendment:

Contribution	Old Rate	New Rate
Employees' Contribution	12	25
Employer's Contribution	36	75
Total	48	100

Circular regarding State wise list of notified and non-notified districts under ESIC Scheme

The Employees State Insurance Corporation vide No. N-15015/01/2023-P&D, has issued Circular regarding State wise updated list of notified/non-notified districts under ESIC 2.0/Vision-2022. Please refer to the circular appended herewith for more details.

SOP for processing or Joint declaration of member profile updation Version-2

The Employee Provident Fund Organization (EPFO) vide No. WSU/2022/Rationalization of work areas/Joint Declaration/256, has issued further Circular regarding SOP for processing or Joint declaration of member profile updation Version-2. Please refer to the SOP appended herewith for more details.

Company Tax Slab Change in the State of Tamil Nadu

The Greater Chennai Corporation vide Circular No. PT/1420/2023 has revised Company Tax Slab from 2023-24. Please refer below table showing the revision and also circular appended herewith for more details:

Paid up Capital (Rs.)	Existing Rate upto I/2023-24	Revised Rate from II/2023-24
Upto 99,999	100	300
1,00,000-1,99,999	200	600
2,00,000-2,99,999	300	900
3,00,000-4,99,999	400	1200
5,00,000-9,99,999	500	1500
Above 10,00,00	1000	3000

¹69. Shops and Commercial Establishments

Notification No. KAE 20 LMW 2017, dated 30-12-2017

Published in Gazette dated 29-3-2018, Minimum Wages w.e.f. 29-03-2018

Cost of Living Allowance to be paid over and above 6537 points

Cost of Living Index: 9469 – 6537 = 2932 points

Minimum wages and VDA from 1-4-2024 to 31-3-2025

SCHEDULE

		ZONE-I		ZONE-II		ZONE-III		ZONE-IV	
		PER MONTH	PER DAY	PER MONTH	PER DAY	PER MONTH	PER DAY	PER MONTH	PER DAY
HIGH SKILLED WORKERS									
Pharmacist & Chemist	Basic	15,423.40	593.21	14,688.95	564.96	13,989.48	538.06	13,323.31	512.44
Technical Supervisor	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
other high skilled	Total	18,941.80	728.53	18,207.35	700.28	17,507.88	673.38	16,841.71	647.76

1 Substituted for the words "SHOPS AND COMMERCIAL ESTABLISHMENTS" by Notification No. KAE 47, LMW 2017, dated 10-8-2018.

SKILLED WORKERS									
Salesmen/ Sales Girl/ Compounder, Photo-artist Photographer Watch Mechanic/ Repairer Radio Mechanic / Repairer T V Mechanic/ Repairer T V Mechanic/ Repairer Optical Mechanic Repairer Skilled labour in lift fixing installing establishment Technician/ Mechanical Instrument shop, Carpenter (Furniture shop) Polisher (Furniture shop) Refractionarian man (Optical shop) Hair Dresser (in hair dressing saloon) Air condition plant operator Umbrella / Suitcase maker other skilled labourer									
	Basic	14,021.27	539.28	13,353.59	513.60	12,717.71	489.14	12,112.10	465.85
	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
	Total	17,539.67	674.60	16,871.99	648.92	16,236.11	624.46	15,630.50	601.17

UN-SKILLED WORKERS

Messenger, Weighing man, Bicycle Fitter, Workers engaged in drying, storing, washing, Ironing (in Laundry), measuring, loading and unloading in warehousing godowns, storerooms, Workers engaged in grinding establishment Services, Gunny Bag Stitcher General workers (in all shops and commercial establishments other than in administration and clerical cadre and who are not covered in any of the above categories) other un-skilled labourer									
	Basic	11,587.83	445.69	11,036.03	424.46	10,510.50	404.25	10,010.00	385.00
	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
	Total	15,106.23	581.01	14,554.43	559.78	14,028.90	539.57	13,528.40	520.32

OFFICE STAFF AND DRIVERS

[illegible]

[illegible]

Heavy Vehicle Drivers									
Tractor Drivers									
Multi Axel and									
Heavy Vehicle Drivers	Basic	14,021.27	539.28	13,353.59	513.60	12,717.71	489.14	12,112.10	465.85
Earth Movers Drivers	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
Assembled Crane Drivers	Total	17,539.67	674.60	16,871.99	648.92	16,236.11	624.46	15,630.50	601.17
Tractor Drivers									
Road Roller and Road									
Constructing Vehicle Drivers									
Car Driver	Basic	12,746.61	490.25	12,139.63	466.91	11,561.55	444.68	11,011.00	423.50
Jeep Driver	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
Light Vehicle Drivers	Total	16,265.01	625.57	15,658.03	602.23	15,079.95	580.00	14,529.40	558.82
Tum Tum Three Wheel Vehicle	Basic	11,587.83	445.69	11,036.03	424.46	10,510.50	404.25	10,010.00	385.00
Drivers	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
	Total	15,106.23	581.01	14,554.43	559.78	14,028.90	539.57	13,528.40	520.32

Zone-I: Notified Areas under Bruhat Bangalore Mahanagara Palike.

Zone-II: ALL Notified Areas under Bruhat Bangalore Mahanagara Palike other than the areas mentioned in Zone – I

Zone-III: All District Places other than Areas Notified in Zone-I & Zone II.

Zone-IV: All other parts of the State other than Areas Notified in Zone-I, Zone II & Zone III.

VDA: In addition to the Basic wages, all Category of employees in the State shall be paid VDA @4 paise per point over and above 6537 points.

141. Hospitals, Maternity Homes, Nursing Homes, Clinics and De-Addiction Centres

Notification No. LD 126 LDW 2022 dated 13-1-2023

Published in Gazette dated 4-2-2023, Minimum Wages w.e.f. 4-2-2023

Cost of Living Allowance to be paid over and above 7973 points

Cost of Living Index: 9469 – 7973 = 1496 points

Minimum wages and VDA from 1-4-2024 to 31-3-2025.

SCHEDULE

	PART-I									
1.	Junior Doctors (Degree)	46894.76								
2.	Ayurvedic Doctors (Degree)									
3.	Homeo Doctors (Degree)									
PART 2										
Sl. No.	Class of Employment	Minimum Rates of Wages								
			Zone-1		Zone-2		Zone-3		Zone 4	
			Per day	Per month	Per day	Per month	Per day	Per month	Per day	Per month
1	2		3	4	5	6	7	8	9	10
1.	Ayurvedic Doctor (Diploma)	Basic	719.19	18698.90	653.81	16999.00	594.37	15453.64	540.30	14048.76
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	788.24	20494.10	722.86	18794.20	663.42	17248.84	609.35	15843.96

2.	Homeopathy Doctor (Diploma)	Basic VDA Total	719.19 69.05 788.24	18698.90 1795.20 20494.10	653.81 69.05 722.86	16999.00 1795.20 18794.20	594.37 69.05 663.42	15453.64 1795.20 17248.84	540.30 69.05 609.35	14048.76 1795.20 15843.96
3.	Matrons									
4.	Bio-Chemist									
5.	Micro-Biologist									
6.	Psychologist									
7.	Medical and Psychiatric									
8.	Social worker									
PART-III										
1.	Research Assistant-cum-Scientific Assistant	Basic VDA Total	713.33 69.05 782.38	18546.63 1795.20 20341.83	648.48 69.05 717.53	16860.58 1795.20 18655.78	589.53 69.05 658.58	15327.80 1795.20 17123.00	535.9 69.05 604.95	13934.36 1795.20 15729.56
2.	Clinical Supervisors									
3.	Tutor									
PART-IV										
1	Staff Nurse (B.Sc., - Nursing)	Basic VDA Total	700.16 69.05 769.21	18204.03 1795.20 19999.23	636.50 69.05 705.55	16549.12 1795.20 18344.32	578.64 69.05 647.69	15044.66 1795.20 16839.86	526.00 69.05 595.05	13676.96 1795.20 15472.16
2	Lap Technician									
3	X-Ray Technician									
4	Radio Grapher									
5	Theater Mechanic									
6	Compounder (Qualified)									
7	Pharmacist									

8	Physiotherapy Technician	Basic VDA Total	700.16	18204.03	636.50	16549.12	578.64	15044.66	526.00	13676.96
9	Dietician		69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
10	Maintenance Supervisor		769.32	19999.23	705.55	18344.32	647.69	16839.86	595.05	15472.16
11	Speech Therapist									

PART-V

1	Registered Nurse	Basic VDA Total	692.83	18013.70	629.85	16376.10	572.59	14887.36	520.50	13534.00
2	Nurse		69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
3	Refractionist		761.88	19808.90	698.90	18171.30	641.64	16682.56	589.55	15329.20
4	Optometrist									
5	Ayurvedic Compounder									
6	Mid-Wife									
7	Dental Hygnist									

PART-VI

1	Electrician	Basic VDA Total	679.66	17671.10	617.87	16064.60	561.70	14604.22	510.60	13276.60
2	Plumber		69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
3	Cook		748.71	19466.30	686.92	17859.80	630.75	16399.42	579.65	15071.80
4	Steward									
5	Ancillary Nurse/Mid-wife									
6	Dark room Assistant									
7	Pharmacy Assistant									

8	Laboratory Assistant	Basic VDA Total	679.66	17671.10	617.87	16064.60	561.70	14604.22	510.60	13276.60
9	X-Ray Assistant		69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
10	E.C.G. Assistant		748.71	19466.30	686.92	17859.80	630.75	16399.42	579.65	15071.80
11	Tailor									
12	Carpenter									
PART-VII										
	Lift Operator	Basic VDA Total	673.80	17518.83	612.55	15926.21	556.86	14478.376	506.20	13162.16
	Barber/Dresser		69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
	Dhobi		742.85	19314.03	681.60	17721.41	625.91	16273.58	575.65	14957.36
	Nursing Orderly									
	Ward Boy									
PART-VIII										
1	Gardener / Gate keeper	Basic VDA Total	660.62	17176.24	600.57	15614.75	545.97	14195.23	496.30	12904.76
2	Kitchen Assistant		69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
3	Ayah/Laundry/ Attender		729.67	18971.44	669.62	17409.95	615.02	15990.43	565.35	14699.96
4	Attender/Dark Room Attender									
5	Table maid/Ward Supplier									
PART IX										
	Bath Room, Toilet and Gutter Cleaner / Scavenger / Waste and Hospital Waste Disposal	Basic VDA Total	731.90 69.05 800.95	19028.50 1795.20 20823.70	697.01 69.05 766.06	18122.37 1795.20 19917.57	663.82 69.05 732.87	17259.40 1795.20 19054.60	632.21 69.05 701.26	16437.52 1795.20 18232.72

Office Staff and Drivers

1.	Manager / Personal Officer, Marketing Manager, Office Incharge and Equivalent Post	Basic VDA Total	679.48 69.05 748.53	17666.45 1795.20 19461.65	619.21 69.05 688.26	16099.35 1795.20 17894.55	564.41 69.05 633.47	14674.72 1795.20 16469.92	509.62 69.05 578.67	13250.09 1795.20 15045.29
2.	Assistant Manager, Asst. Personal Manager, Sr. Accountant and Equivalent Post	Basic VDA Total	656.85 69.05 725.90	17078.15 1795.20 18873.35	598.64 69.05 667.69	15564.53 1795.20 17359.73	545.72 69.05 614.77	14188.52 1795.20 15983.72	492.79 69.05 561.84	12812.51 1795.20 14607.71
3.	Sr. Attender, Cashier, Judgment Writer, Senographer, Storekeeper, Receptionist, and Equivalent Post	Basic VDA Total	631.57 69.05 700.62	16420.63 1795.20 18215.83	575.65 69.05 644.70	14966.79 1795.20 16761.99	524.82 69.05 593.87	13645.12 1795.20 15440.32	473.98 69.05 543.03	12323.45 1795.20 14118.65
4.	Jr. Attender, Booking Attender, Computer Operator, Typist, Telephone Operator, Data Entry Operator and Equivalent Post	Basic VDA Total	615.59 69.05 684.64	16005.36 1795.20 17800.56	561.13 69.05 630.18	14589.27 1795.20 16384.47	511.62 69.05 580.67	13301.92 1795.20 15097.12	462.10 69.05 531.15	12014.57 1795.20 13809.77
5.	Servant, Watchman, Lift Operator, Office boy, Attender, Helper, Asst. Dalayat, Mazdoor, Sweeper, and Equivalent Post	Basic VDA Total	569.01 69.05 638.06	14794.15 1795.20 16589.35	518.78 69.05 587.83	13488.17 1795.20 15283.37	473.12 69.05 542.17	12300.92 1795.20 14096.12	427.45 69.05 496.50	11113.67 1795.20 12908.87

6.	Heavy Vehicle Driver, Tractor Driver, Multi Axel and Luggage Vehicle Driver, Earth Movers Driver, Crane Drivers, Road Roller and Vehicles used for Repair and Construct Roads Drivers	Basic	631.57	16420.63	575.65	14966.79	524.82	13645.12	473.98	12323.45
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	700.62	18215.83	644.70	16761.99	593.87	15440.32.	543.03	14118.65
7.	Car Driver, Jeep Driver, Light Transport Vehicle Driver, Tum Tum, Three Wheel Vehicle Driver	Basic	615.59	16005.36	561.13	14589.27	511.62	13301.92	462.10	12014.57
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	684.64	17800.56	630.18	16384.47	580.67	15097.12	531.15	13809.77

Zone-I: Bruhat Bangalore Mahanagara Palike and Designated Agglomeration Areas.

Zone-II: All City Corporations in State and Designated Agglomeration Areas.

Zone-III: All District Centers of the State other than places mentioned in Zone-II

Zone-IV: Other places of the State other than places mentioned in Zone-II and Zone III.

VDA: In addition to the Basic wages, all Category of employees in the State shall be paid VDA @ 4 paise per point over and above 7973 points.

166. Security Agency (Industries and Establishments wherein Office Staff and Security Guards are appointed by such Agency)

Notification No. KAE 18 LWA 2022 dated 28-7-2022, w.e.f. 29-8-2022

Cost of Living Allowance to be paid over and above 7616 points

Cost of Living Index: 9469 – 7616 = 1853 points

Minimum wages and VDA from 1-04-2024 to 31-3-2025

SCHEDULE

Sl. No.	Class of Employment		Minimum rates of wages payable							
			Zone-I		Zone-II		Zone-III		Zone-IV	
			Per Day	Per Month	Per Day	Per Month	Per Day	Per Month	Per Day	Per Month
1	2		3	4	5	6				
HIGHLY SKILLED WORKERS										
1.	Security Officer	Basic	668.68	17385.63	636.84	16557.74	606.51	15769.28	577.63	15018.36
	Field Officer and other	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	skilled Workers	Total	754.20	19,609.23	722.36	18,781.34	692.03	17,992.88	663.15	17,241.96
SKILLED WORKERS										
2.	Security Inspector,									
	Security Supervisor	Basic	617.63	16058.30	588.22	15293.62	560.21	14565.35	533.53	13871.76
	Assistant Security	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Officer, Intelligence &	Total	703.15	18,281.90	673.74	17,517.22	645.73	16,788.95	619.05	16,095.36
	Fire Fighting Officer and									
	Other Skilled Workers									

SEMI-SKILLED WORKERS

3.	Security Guard without Arms, Head Guard (Men / Women, Security Searcher, Lift Operator and Other Semi Skilled Workers	Basic	605.47	15742.26	576.64	14992.63	599.18	14278.70	523.03	13598.76
		VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	690.99	17,965.86	662.16	17,216.23	684.70	16,502.30	608.55	15,822.36

UNSKILLED WORKERS

4.	Peon, Office Boy, Attender, Helper / Assistant, Dalayat, Mazdoor, Sweeper, Cleaner and Other Un-skilled Workers	Basic	571.06	14847.65	543.87	14140.62	517.97	13467.26	493.31	12825.96
		VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	656.58	17,071.25	629.39	16,364.22	603.49	15,690.86	578.83	15,049.56

Office Staff and Drivers

1.	Manager / Personal Officer, Marketing Manager, Office Incharge and Equivalent Post	Basic	702.10	18254.90	668.70	17385.60	636.84	16557.70	606.51	15769.30
		VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	787.62	20,478.50	754.22	19,609.20	722.36	18,781.30	692.03	17,992.90
2.	Assistant Manager, Asst. Personal Manager, Sr. Accountant and Equivalent Post	Basic	668.68	17385.63	636.84	16557.74	606.51	15769.28	577.63	15018.36
		VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	754.20	19,609.23	722.36	18,781.34	692.03	17,992.88	663.15	17,241.96
3.	Sr. Attender, Cashier, Judgment Writer, Senographer, Storekeeper, Receptionist, and Equivalent Post	Basic	617.63	16058.30	588.22	15293.62	560.21	14565.35	533.53	13871.76
		VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	703.15	18,281.90	673.74	17,517.22	645.73	16,788.95	619.05	16,095.36

4.	Jr. Attender, Booking Attender, Computer Operator, Typist, Telephone Operator, Data Entry Operator and Equivalent Post	Basic VDA Total	605.47 85.52 690.99	15742.26 2223.60 17,965.86	576.64 85.52 662.16	14992.63 2223.60 17,216.23	599.18 85.52 684.70	14278.70 2223.60 16,502.30	523.03 85.52 608.55	13598.76 2223.60 15,822.36
5.	Heavy Vehicle Driver, Tractor Driver, Multi Axle and Earth Movers Driver, Crane Drivers, Road Roller and Vehicles used for Repair and Construct Roads Drivers	Basic VDA Total	617.63 85.52 703.15	16058.30 2223.60 18,281.90	588.22 85.52 673.74	15293.62 2223.60 17,517.22	560.21 85.52 645.73	14565.35 2223.60 16,788.95	533.53 85.52 619.05	13871.76 2223.60 16,095.36
6.	Car Driver, Jeep Driver, Light Vehicle Drivers, Tum Tum, Three Wheel Vehicle Drivers	Basic VDA Total	605.47 85.52 690.99	15742.26 2223.60 17,965.86	576.64 85.52 662.16	14992.63 2223.60 17,216.23	549.18 85.52 634.70	14278.70 2223.60 16,502.30	523.03 85.52 608.55	13598.76 2223.60 15,822.36

Zone-I: Bruhat Bangalore Mahanagara Palike and Designated Agglomeration Areas.

Zone-II: All City Corporations in State and Designated Agglomeration Areas.

Zone-III: All District Centers of the State other than places mentioned in Zone-I and Zone-II

Zone-IV: Other places of the State other than places mentioned in Zone-II and Zone III.

VDA: In addition to the Basic wages, all Category of employees in the State shall be paid VDA @ 4 paise per point over and above 7616 points.

¹43. Hotels/ Residential Hotels, Restaurants, Motels, Lodges, Eateries, Canteens, Dhabas, Outdoor Food Making and Catering and in Allied Esatblishments

Notification No. LD 90 LWA 2022 dated w.e.f. 13-1-2023

Published in the Gazette dated 4-2-2023, Minimum Wages w.e.f. 4-2-2023

Cost of Living Allowance to be paid over and above 7973 points

Cost of Living Index: 9469 - 7973 = 1496 points

Minimum wages and VDA from 1-4-2024 to 31-3-2025

SCHEDULE

		ZONE-I		ZONE-II		ZONE-III		ZONE-IV	
HIGHLY SKILLED WORKERS		PER MONTH	PER DAY	PER MONTH	PER DAY	PER MONTH	PER DAY	PER MONTH	PER DAY
Cook, Sweet maker, Supervisor, Kitchen Supervisor	BASIC	17185.34	660.97	15623.04	600.89	14202.76	546.26	12782.48	491.63
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	18980.54	730.02	17418.24	669.94	15997.96	615.31	14577.68	560.68
SKILLED WORKERS									
Barman, Electrician, Assistant Cook/ Dosa maker, Idli maker and Chapathi maker	BASIC	16320.19	627.70	14836.54	570.64	13487.76	518.76	12138.98	466.88
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	18115.39	696.75	16631.74	639.69	15282.96	587.81	13934.18	535.93
SEMI-SKILLED WORKERS									
Room boy, Assistant, Coffee/Tea maker, surver/Supplier, Bearer/Waiter/Butler/ Grinder or Vegetable cutter, Mutton cutter, Parcel Boy, Lift Attender	BASIC	15801.10	607.73	14364.64	552.49	502.26	13058.76	11752.88	452.03
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	17596.30	676.78	16159.84	621.54	2297.46	13127.81	13548.08	521.08

UN-SKILLED WORKERS									
Water carriers, Gardeners, Dhobi Cleaner, Peon, Watchman, Sweeper, Office Assistant and doing a job similar to the categories mentioned above.	BASIC	14935.95	574.46	13578.14	522.24	12343.76	474.76	11109.38	427.28
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	16731.15	643.51	15373.34	591.29	14138.96	543.81	12904.58	496.33

OFFICE STAFF AND DRIVERS									
Manager, Personal Officer, Marketing Manager/Office Incharge and Equivalent Job	BASIC	17666.45	679.48	16099.35	619.21	14674.72	564.42	13250.09	509.6
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	19461.65	748.53	17894.55	688.26	16469.92	633.47	15045.29	578.65
Assistant Manager, Assistant Personal Manager, Senior Accountant and Equivalent Job	BASIC	17078.15	656.85	15564.53	598.64	14188.52	545.72	12812.51	492.79
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	18873.35	725.90	17359.73	667.69	15983.72	614.77	14607.71	561.84
Senior Clerk, Cashier, Judgment Writer, Steno-grapher, Store-keeper, Receptionist and Equivalent Job	BASIC	16420.63	631.57	14966.79	575.65	13645.12	524.82	12323.45	473.98
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	18215.83	700.62	16761.99	644.70	15440.32	593.87	14118.65	543.03
Junior Clerk, Booking Clerk Computer Operator, Typist Telephone Operator, Data Entry Operator and Equivalent Job	BASIC	16005.36	615.59	14589.27	561.13	13301.92	511.62	12014.57	462.10
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	17800.56	684.64	16384.47	630.18	15097.12	580.67	13809.77	531.15
Servant, Watchman, Lift Operator, Office Boy, Attender, Helper, Dalayat, Mazdoor, Sweepers and Equivalent Job	BASIC	14794.15	569.01	13488.17	518.78	12300.92	473.12	11113.67	427.45
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	16589.35	638.06	15283.37	587.83	14096.12	542.17	12908.87	496.50

Heavy Vehicle Drivers, Tractor Drivers, Multi Axel and Heavy Vehicle Drivers, Earth Movers Drivers, Assembled Crane Drivers, Tractor Drivers, Road Roller and Road Constructing Vehicle Drivers	BASIC	16420.63	631.57	14966.79	575.65	13645.12	524.82	12323.45	473.98
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	18215.83	700.62	16761.99	644.70	15440.32	593.87	14118.65	543.03
Car/Jeep Driver, Light Vehicle Drivers, Tum Tum Three Wheel Vehicle Drivers	BASIC	16005.36	615.59	14589.27	561.13	13301.92	511.62	12014.57	462.10
	VDA	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05
	Total	17800.56	684.64	16384.47	630.18	15097.12	580.67	13809.77	531.15

Zone I: Bangalore City Agglomeration Areas and City Corporation Agglomeration Areas in the State (City Corporations)

Zone II: Shall comprise all District Head Quarters Except Zone I.

Zone III: Shall comprise other areas, which are not covered in Zone I & Zone II

VDA: In addition to the basic wages, all Category of employees in the State shall be paid VDA @ 4 paise per point over and above 7973 points.

135. Food processing, Packing of Food Products (including all Processes in Ready to Eat Products, Beverages and Spices)

Notification No. LD 63 LWA 2022, 30-11-2022

Published in Gazette dated 30-12-2022, Minimum Wages w.e.f. 30-12-2022

Cost of Living Allowance to be paid over and above 7616 points

Cost of Living Index: 9469 - 7616 = 1853 points

Minimum wages and VDA from 1-4-2024 to 31-3-2025.

SCHEDULE

Sl. No.	Class of Employment	Minimum Rates of Wages								
			Zone-1		Zone-2		Zone-3		Zone-4	
			Per day	Per month	Per day	Per month	Per day	Per month	Per day	Per month
1	2		3	4	5	6	7	8		
	HIGHLY SKILLED									
1	Foreman	Basic	666.35	17324.99	605.77	15749.99	550.70	14318.17	500.64	13016.52
	Supervisor	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	751.87	19548.59	691.29	17973.59	636.22	16541.77	586.16	15240.12

	SKILLED									
1	Machine Operator									
2	Steamer Operator									
3	Boiler Operator									
4	Generator Operator									
5	Mix room operator									
6	Freezer operator									
7	Processing operator									
8	Senior operator	Basic VDA Total								
9	Operator		644.38	16753.99	585.80	15230.90	532.55	13846.27	484.14	12587.52
10	Mechanic		85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
11	Technician									
12	Lab Technician									
13	Electrician									
14	Chemist									
15	Cutter/Mixer									
16	Sweet Maker									
17	Koṽa Maker									
18	Purchaser									
19	Store keeper & other skilled Labourer									
	SEMI-SKILLED									
1	Production Assistant	Basic VDA Total	629.74	16373.32	572.49	14884.84	520.45	13531.67	473.14	12301.52
2	Salesman		85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
3	Sorter /other semi-skilled labourer		715.26	18596.92	658.01	17108.44	605.97	15755.27	558.66	14525.12

	UN-SKILLED									
1	Bottle Filler									
2	Packer									
3	Cold Room Boy									
4	Cleaning Room Boy									
5	Powdering and Mixing									
6	Packers									
7	Assistant	Basic	607.78	15802.32	552.53	14365.75	502.30	13059.77	456.64	11872.52
8	Mazdoor	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
9	General worker	Total	693.30	18025.92	638.05	16589.35	587.82	15283.37	542.16	14096.12
10	Helper									
11	Cleaner									
12	Loading and un-loading									
13	Peeler									
14	Any other un skilled labourer not shown above									

	OFFICE STAFF and DRIVERS									
1	Manager / Personal Officer	Basic	663.00	17238.05	602.73	15670.95	547.94	14246.32	493.14	12821.69
	Marketing Manager	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Office Supervisor and equivalent job	Total	748.52	19461.65	688.25	17894.55	633.46	16469.92	578.66	15045.29
2	Asst. Manager / Asst. Pernalonal Manager	Basic	640.37	16649.75	582.16	15136.13	529.24	13760.12	476.31	12384.11
	Sr. Accountant and Equivalent Job	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
		Total	725.89	18873.35	667.68	17359.73	614.76	15983.72	561.83	14607.71

4	Cashier / Senior Clerk / Booking Clerk									
	judgment writer	Basic	615.09	15992.23	559.17	14538.39	508.34	13216.72	457.50	11895.05
	Senographer / Computer Operator	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Store Keeper / Receptionist and equivalent job	Total	700.61	18215.83	644.69	16761.99	593.86	15440.32	543.02	14118.65
7	Typist / Data Entry Operator	Basic	599.11	15576.96	544.65	14160.87	495.14	12873.52	445.62	11586.17
	Clerk / Junior Clerk	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Telephone Operator and equivalent job	Total	684.63	17800.56	630.17	16384.47	580.66	15097.12	531.14	13809.77

Heavy Vehicle Drivers Tractor Drivers Multi Axel and Heavy Vehicle Drivers Earth Movers Drivers Assembled Crane Drivers Tractor Drivers Road Roller and Road Constructing Vehicle Drivers	BASIC	615.09	15992.23	559.17	14538.39	508.34	13216.72	457.50	11895.05
	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Total	700.61	18215.83	644.69	16761.99	593.86	15440.32	543.02	14118.65
Car Driver Jeep Driver Light Vehicle Driver, Tum Tum three Wheel Vehicle Driver	BASIC	599.11	15576.96	544.65	14160.87	495.14	12873.52	445.62	11586.17
	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Total	684.63	17800.56	630.17	16384.47	580.66	15097.12	531.14	13809.77

Zone I: Bangalore City Agglomeration Areas and City Corporation Agglomeration Areas in the State (City Corporations)

Zone II: Shall comprise all District Head Quarters Except Zone I.

Zone III: Shall comprise other areas, which are not covered in
Zone I & Zone II

VDA: In addition to the basic wages, all Category of employees in the State shall be paid VDA @ 4 paise per point over
and above 7616 points.

131. Employment not covered under any Scheduled Employments

Notification No. KAE 31 LMW 2017, dated 30-12-2017

Published in the Gazette 1-3-2018, Minimum Wages w.e.f. 1-3-2018

Cost of Living Allowance to be paid over and above 6537 points

Cost of Living Index: 9469 – 6537 = 2932 points

Minimum Wages and VDA from 1-4-2024 to 31-3-2025.

SCHEDULE

		ZONE-I		ZONE-II		ZONE-III		ZONE-IV	
		PER MONTH	PER DAY	PER MONTH	PER DAY	PER MONTH	PER DAY	PER MONTH	PER DAY
HIGH SKILLED WORKER									
Supervisor, (Shift works/Technical), foreman, plant incharge, chargeman,senior Mechanic, senior fitter, senior welder, senior turner, Draftman, Computer programmer, Chemist, senior Operators, Analyst, Carpenter Class-I, any other high skilled,labourer	Basic	15,423.40	593.21	14,688.95	564.96	13,989.48	538.06	13,323.31	512.44
	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
	Total	18,941.80	728.53	18,207.35	700.28	17,507.88	673.38	16,841.71	647.76
SKILLED WORKER									

1. Substituted for the words "EMPLOYMENT NOT COVERED IN ANY OF THE SCHEDULED EMPLOYMENTS" by Notification No. KAE 47, LMW 2017, dated 10-8-2018.

Lab Technician, Assistant foreman, Welder, Fitter, Mechanic, Turner, Machinist, Electrical Wireman, Carpenter, Blacksmith, Grinder, Driller, Carpenter Class-II, any other Skilled labourer	Basic	14,021.27	539.28	13,353.59	513.60	12,717.71	489.14	12,112.10	465.85
	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
	Total	17,539.67	674.60	16,871.99	648.92	16,236.11	624.46	15,630.50	601.17

SEMI-SKILLED WORKER

Assistant Welder, Assistant Fitter, Assistant Mechanic, Assistant Turner, Assistant Machinist, Assistant Electrical, Assistant Wire man, Assistant Carpenter, Assistant Blacksmiths, Assistant Grinder Assistant Driller, Fireman Assistant Carpenter Lab Assistant, Assistant Chemist	Basic	12,746.61	490.25	12,139.63	466.91	11,561.55	444.68	11,011.00	423.50
	VDA	3518.40	135.32	3518.40	135.32	3518.40	135.32	3518.40	135.32
	Total	16,265.01	625.57	15,658.03	602.23	15,079.95	580.00	14,529.40	558.82

Lab Assistant Chemist, Junior Technician Junior Supervisor Store Assistant Assistant Process Chemist Trainee operator D.G. Operator other semi-Skilled Labourer	Basic VDA Total	12,746.61 3518.40 16,265.01	490.25 135.32 625.57	12,139.63 3518.40 15,658.03	466.91 135.32 602.23	11,561.55 3518.40 15,079.95	444.68 135.32 580.00	11,011.00 3518.40 14,529.40	423.50 135.32 558.82
--	-----------------------	-----------------------------------	----------------------------	-----------------------------------	----------------------------	-----------------------------------	----------------------------	-----------------------------------	----------------------------

UN-SKILLED WORKERS

Helper, (Assistant), Loading/Unloading, Cleaners, Hamali, Mazdoor, Gardeners, other un-skilled labourer	Basic VDA Total	11,587.83 3518.40 15,106.23	445.69 135.32 581.01	11,036.03 3518.40 14,554.43	424.46 135.32 559.78	10,510.50 3518.40 14,028.90	404.25 135.32 539.57	10,010.00 3518.40 13,528.40	385.00 135.32 520.32
--	-----------------------	-----------------------------------	----------------------------	-----------------------------------	----------------------------	-----------------------------------	----------------------------	-----------------------------------	----------------------------

OFFICE STAFF AND DRIVERS

Manager, Personal Officer, Marketing Manager, Office Incharge and Equivalent Job	Basic VDA Total	16,423.00 3518.40 19,941.40	631.00 135.32 766.32	15,688.00 3518.40 19,206.40	603.38 135.32 738.70	14,989.00 3518.40 18,507.40	576.50 135.32 711.82	14,323.00 3518.40 17,841.40	550.88 135.32 686.20
Assistant Manager, Assistant Personal Manager, Senior Accountant, and Equivalent Job	Basic VDA Total	15,423.40 3518.40 18,941.80	593.21 135.32 728.53	14,688.95 3518.40 18,207.35	564.96 135.32 700.28	13,989.48 3518.40 17,507.88	538.06 135.32 673.38	13,323.31 3518.40 16,841.71	512.44 135.32 647.76
Senior Clerk, Cashier, Judgment Writer, Receptionist and Equivalent Job	Basic VDA Total	14,021.27 3518.40 17,539.67	539.28 135.32 674.60	13,353.59 3518.40 16,871.99	513.60 135.32 648.92	12,717.71 3518.40 16,236.11	489.14 135.32 624.46	12,112.10 3518.40 15,630.50	465.85 135.32 601.17

Junior Clerk, Booking Clerk Computer Operator, Typist Telephone Operator Data Entry Operator and Equivalent Job	Basic VDA Total	12,746.61 3518.40 16,265.01	490.25 135.32 625.57	12,139.63 3518.40 15,658.03	466.91 135.32 602.23	11,561.55 3518.40 15,079.95	444.68 135.32 580.00	11,011.00 3518.40 14,529.40	423.50 135.32 558.82
Servant, Watchman, Lift Operator, Office Boy Attender, Helper, Dalayat, Mazdoor, Sweepers and Equivalent Job	Basic VDA Total	11,587.83 3518.40 15,106.23	445.69 135.32 581.01	11,036.03 3518.40 14,554.43	424.46 135.32 559.78	10,510.50 3518.40 14,028.90	404.25 135.32 539.57	10,010.00 3518.40 13,528.40	385.00 135.32 520.32
Heavy Vehicle Drivers Tractor Drivers Multi Axel and Heavy Vehicle Drivers Earth Movers Drivers Assembled Crane Drivers Tractor Drivers Road Roller and Road Constructing Vehicle Drivers	Basic VDA Total	14,021.27 3518.40 17,539.67	539.28 135.32 674.60	13,353.59 3518.40 16,871.99	513.60 135.32 648.92	12,717.71 3518.40 16,236.11	489.14 135.32 624.46	12,112.10 3518.40 15,630.50	465.85 135.32 601.17
Car Driver Jeep Driver Light Vehicle Drivers	Basic VDA Total	12,746.61 3518.40 16,265.01	490.25 135.32 625.57	12,139.63 3518.40 15,658.03	466.91 135.32 602.23	11,561.55 3518.40 15,079.95	444.68 135.32 580.00	11,011.00 3518.40 14,529.40	423.50 135.32 558.82
Tum Tum Three Wheel Rickshaw Drivers (Battery Operated)	Basic VDA Total	11,587.83 3518.40 15,106.23	445.69 135.32 581.01	11,036.03 3518.40 14,554.43	424.46 135.32 559.78	10,510.50 3518.40 14,028.90	404.25 135.32 539.57	10,010.00 3518.40 13,528.40	385.00 135.32 520.32

Cost of Living Allowance to be paid over and above 7973 points

Cost of Living Index: 9469 - 7973 = 1496 points

Minimum wages and VDA from 1-4-2024 to 31-3-2025

SCHEDULE

Sl. No.	Class of Employment	Minimum Rates of Wages							
1.	Engineering Graduate Employee	27864.76							
2.	Diploma in Engineering Employee	22199.76							
Sl. No.	Class of Employment	Zone-1		Zone-2		Zone-3		Zone 4	
		Per day	Per month	Per day	Per month	Per day	Per month	Per day	Per month
1	2	3	4	5	6	7	8	9	10

I. Highly Skilled

	Litrate Labourer	Basic	647.15	16825.97	588.32	15296.34	534.84	13905.76	481.35	12515.18
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	716.20	18621.17	657.37	17091.54	603.89	15700.96	550.40	14310.38

1. Substituted for the words "CONSTRUCTION OR MAINTENANCE OF ROADS AND BUILDING OPERATIONS" by Notification No. KAE 47, LMW 2017, dated 10-8-2018.

IV. UNSKILLED

Unskilled (Heavy Work)										
Unskilled (Light Work)										
Watchman	Basic	600.57	15614.76	545.97	14195.24	496.34	12904.76	446.7	11614.28	
Sweeper / Scavenger	VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20	
Billover	Total	669.62	17409.96	615.02	15990.44	565.39	15699.96	515.75	13409.48	
Chief Mazdoor										
Blue Printer										

Office Staff and Drivers

1.	Manager / Personal Officer, Marketing Manager, Office Incharge and Equivalent Post	Basic	679.48	17666.45	619.21	16099.35	564.42	14674.72	509.62	13250.09
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	748.53	19461.65	688.26	17894.55	633.47	16469.92	578.67	15045.29
2.	Assistant Manager, Asst. Personal Manager, Sr. Accountant and Equivalent Post	Basic	656.85	17078.15	598.64	15564.53	545.72	14188.52	492.79	12812.51
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	725.90	18873.35	667.69	17359.73	614.77	15983.72	561.84	14607.71

3.	Sr. Attender, Cashier, Judgment Writer, Senographer, Storekeeper, Receptionist, and Equivalent Post	Basic VDA Total	631.57 69.05 700.62	16420.63 1795.20 18215.83	575.65 69.05 644.70	14966.79 1795.20 16761.99	524.82 69.05 593.87	13645.12 1795.20 15440.32	473.98 69.05 543.03	12323.45 1795.20 14118.65
4.	Jr. Attender, Booking Attender, Computer Operator, Typist, Telephone Operator, Data Entry Operator and Equivalent Post	Basic VDA Total	615.59 69.05 684.64	16005.36 1795.20 17800.56	561.13 69.05 630.18	14589.27 1795.20 16384.47	511.62 69.05 580.67	13301.92 1795.20 15097.12	462.10 69.05 531.15	12014.57 1795.20 13809.77
5.	Servant, Watchman, Lift Operator, Office boy, Attender, Helper, Asst. Dalayat, Mazdoor, Sweeper, and Equivalent Post	Basic VDA Total	569.01 69.05 638.06	14794.15 1795.20 16589.35	518.78 69.05 587.83	13488.17 1795.20 15283.37	473.12 69.05 542.17	12300.92 1795.20 14096.12	427.45 69.05 496.50	11113.67 1795.20 12908.87

6.	Heavy Vehicle Driver, Tractor Driver, Multi Axel and Luggage Vehicle Driver, Earth Movers Driver, Crane Drivers, Road Roller and Vehicles used for Repair and Construct Roads Drivers	Basic	631.57	16420.63	575.65	14966.79	524.82	13645.12	473.98	12323.45
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	700.62	18215.83	644.70	16761.99	593.87	15440.32	543.03	14118.65
7.	Car Driver, Jeep Driver, Light Transport Vehicle Driver, Tum Tum, Three Wheel Vehicle Driver	Basic	615.59	16005.36	561.13	14589.27	511.62	13301.92	462.10	12014.57
		VDA	69.05	1795.20	69.05	1795.20	69.05	1795.20	69.05	1795.20
		Total	684.64	17800.56	630.18	16384.47	580.67	15097.12	531.15	13809.77

Zone-I: Bruhat Bangalore Mahanagara Palike and Designated Agglomeration Areas.

Zone-II: All City Corporations in State and Designated Agglomeration Areas.

Zone-III: All District Centers of the State other than places mentioned in Zone-II

Zone-IV: Other places of the State other than places mentioned in Zone-II and Zone III.

VDA: In addition to the Basic wages, all Category of employees in the State shall be paid VDA @ 4 paise per point over and above 7973 points.

30. Electronics and Electroplating Enterprise

Notification No. LD 67 LWA 2022, 30-11-2022

Published in Gazette dated 30-12-2022, Minimum Wages w.e.f. 30-12-2022

Cost of Living Allowance to be paid over and above 7616 points

Cost of Living Index: 9469 - 7616 = 1853 points

Minimum wages and VDA from 1-4-2024 to 31-3-2025.

SCHEDULE

Sl. No.	Class of Employment	Minimum Rates of Wages								
			Zone-1		Zone-2		Zone-3		Zone-4	
			Per day	Per month	Per day	Per month	Per day	Per month	Per day	Per month
1	2		3	4	5	6	7	8		

HIGHLY SKILLED

Foreman Workshop Supervisor Supervisor and Equivalent Job	BASIC	666.35	17324.99	605.77	15749.99	550.70	14316.17	500.64	13016.52
	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
	Total	751.87	19548.59	691.29	17973.59	636.22	16539.77	586.16	15240.12

Machine Operator/ Telephone Operator
Die Casting Operator
Printing Operator
Plating Operator/Press Operator
Buffers
Electroplating Buffers
Mechanic/Tool Mechanic
Machinist
Chemist
Welder
Fitter
Plater/ Assembler
Die-maker
Moulder
Turner
Miller
Draughtsman
Drilling
Painter
Laboratory Analyst
Polisher

Basic	644.38	16753.99	585.80	15230.90	532.55	13846.27	484.14	12587.52
VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
Total	729.90	18977.59	671.32	17454.50	618.07	16069.87	569.66	14811.12

Electroplating Assistant
Plating Co-ordinators
Plating Man
Assistant Machine Operator
Assistant Fitter, Winding, Ringing,
Fitting, Soldering, Mounting,
and equivalent job

BASIC	629.74	16373.32	572.49	14884.84	250.45	13531.67	473.14	12301.52
VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
Total	715.26	18596.92	658.01	17108.44	335.27	15755.27	558.66	14525.12

UNSKILLED									
Assistant Packing person Helper Attender Mazdoor Cleaner Gardner / Mali Sweeper/Scavenger	Basic VDA Total	607.78 85.52 693.30	15802.32 2223.60 18025.92	552.53 85.52 638.05	14365.75 2223.60 16589.35	502.30 85.52 587.82	13059.77 2223.60 15283.37	456.64 85.52 542.16	11872.52 2223.60 14096.52
OFFICE STAFF and DRIVERS:									
Manager / Personal Officer Officer Marketing Manager Office Supervisor and equivalent job	Basic VDA Total	663.00 85.52 748.52	17238.05 2223.60 19461.65	602.73 85.52 688.25	15670.95 2223.60 17894.55	547.94 85.52 633.46	14246.32 2223.60 16469.92	493.14 85.52 578.66	12821.69 2223.60 15045.29
Asst. Manager / Asst. Personal Manager Manager Senior Accountant and equivalent job	Basic VDA Total	640.37 85.52 725.89	16649.75 2223.60 18873.35	582.16 85.52 667.68	15136.13 2223.60 17359.73	529.24 85.52 614.76	13760.12 2223.60 15983.72	476.31 85.52 561.83	12384.11 2223.60 14607.71
Cashier / Senior Clerk / Booking Clerk Judgment writer, Senographer / Store Keeper / Receptionist Telephone Operator and equivalent job	Basic VDA Total	615.09 85.52 700.61	15992.23 2223.60 18215.83	559.17 85.52 644.69	14538.39 2223.60 16761.99	508.34 85.52 593.86	13216.72 2223.60 15440.32	457.50 85.52 543.02	11895.05 2223.60 14118.65
Booking Clerk / Typist / Data Entry Operator / Computer Operator Clerk / Junior Clerk and equivalent job	Basic VDA Total	599.11 85.52 684.63	15576.96 2223.60 17800.56	544.65 85.52 630.17	14160.87 2223.60 16384.47	495.14 85.52 580.66	12873.52 2223.60 15097.12	445.62 85.52 531.14	11586.17 2223.60 13809.77

Heavy Vehicle Drivers									
Tractor Drivers									
Multi Axel and									
Heavy Vehicle Drivers	Basic	615.09	15992.23	559.17	14538.39	508.34	13216.72	457.50	11895.05
Earth Movers Drivers	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
Assembled Crane Drivers	Total	700.61	18215.83	644.69	16761.99	593.86	15440.32	543.02	14118.65
Tractor Drivers									
Road Roller and Road									
Constructing Vehicle Drivers									
Car Driver	Basic	599.11	15576.96	544.65	14160.87	495.14	12873.52	445.62	11586.17
Jeep Driver	VDA	85.52	2223.60	85.52	2223.60	85.52	2223.60	85.52	2223.60
Light Vehicle Driver, Tum Tum three	Total	684.63	17800.56	630.17	16384.47	580.66	15097.12	531.14	13809.77
Wheel Vehicle Driver									

Zone I: Bangalore City Agglomeration Areas and City Corporation Agglomeration Areas in the State (City Corporations)

Zone II: Shall comprise all District Head Quarters Except Zone I.

Zone III: Shall comprise other areas, which are not covered in Zone I & Zone II

VDA: In addition to the basic wages, all Category of employees in the State shall be paid VDA @ 4 paise per point over and above 7616 points.

**STATEMENT SHOWING DETAILS OF DEARNESS ALLOWANCE PAYABLE WITH EFFECT FROM 01/04/2024
BASED ON THE AVERAGE CONSUMER PRICE INDEX OF CHENNAI CITY FOR THE CALENDAR YEAR 2023
IN RESPECT OF VARIOUS SCHEDULED EMPLOYMENTS NOTIFIED UNDER THE MINIMUM WAGES ACT 1948.**

AVERAGE POINTS FOR CHENNAI CITY FOR THE CALENDAR YEAR 2023:

BASE YEAR 2001=100 : 338 Points

BASE YEAR 1982=100 : 1,673 Points

BASE YEAR 1960=100 : 8,449 Points

Sl. No.	Name of the scheduled employment	Labour & Employment Department G O No & Date	G O Effective from (Date)	Base Index	Rate of dearness allowance	Amount of dearness allowance payable
1	EMPLOYMENT IN AERATED WATER MANUFACTORY	(2D) No.1, dated 02/01/2019	23/01/2019	161 / 2010 (2001=100)	₹ 31.00 per point per month	₹ 5,487.00 p/m
2	EMPLOYMENT IN AGARBATHY MANUFACTORY	(2D) No.91, dated 31/10/2022	23/11/2022	161 / 2010 (2001=100)	₹ 35.43 per point per month	₹ 6,271.00 p/m
3	EMPLOYMENT IN APPALAM MANUFACTORY	(2D) No.51, dated 10/06/2022.	06/07/2022	161 / 2010 (2001=100)	₹ 44.65 per point per month	₹ 7,903 p/m
4	EMPLOYMENT IN AUTOMOBILE WORKSHOP	(2D) No.37, dated 19/06/ 2019	10/07/2019	161 / 2010 (2001=100)	₹ 45.40 per point per month	₹ 8,036.00 p/m
5	EMPLOYMENT IN AUTO RICKSHAW & TAXIS	(2D) No.114 dated 13/12/2022	04/01/2023	161 / 2010 (2001=100)	₹ 71.40 per point per month	₹ 12,638.00 p/m
6	EMPLOYMENT IN BAKERIES AND BISCUITS MANUFACTORY	(2D) No.35, dated 03/06/2022	29/06/2022	161/2010 (2001=100)	₹ 1.40 per point per day	₹ 247.80 p/d
7	EMPLOYMENT IN BLEACHING OR DYEING OR BOTH	(2D) No. 90, dated 31/10/2022	23/11/2022	161 / 2010 (2001=100)	₹ 39.65 per point per month	₹ 7,018 p/m
8	EMPLOYMENT IN BRICKS AND TILES MANUFACTORY	(2D) No.50, dated 10/ 06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 1.30 per point per day	₹ 230.10 p/d

09	EMPLOYMENT IN CARPENTRY & BLACKSMITHY	(2D) No. 24, dated 07/06/2021	07/07/2021	161 / 2010 (2001=100)	₹ 58.65 per point per month	₹ 10,361 p/m
10	EMPLOYMENT IN CHEMICAL FERTILIZER INDUSTRY	(2D) No.43 dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 43.40 per point per month	₹ 7,682 p/m
11	EMPLOYMENT IN CHEMICAL INDUSTRY	(2D) No.87 dated 21/11/2019	11/12/2019	161 / 2010 (2001=100)	₹ 50.00 per point per month	₹ 8,850.00 p/m
12	EMPLOYMENT IN CINEMA INDUSTRY	(2D) No.97, dated 07/11/2022	30/11/2022	161 / 2010 (2001=100)	₹ 61.65 per point per month	₹ 10,912.00 p/m
13	EMPLOYMENT IN COACHING ACADEMICS	(2D) No.61 dated 26/06/2018	18/07/2018	161 / 2010 (2001=100)	₹ 32.65 per point per month	₹ 5,779 p/m
14	EMPLOYMENT IN COCONUT PEELING	(2D) No. 45 dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 1.45 per point per day	₹ 256.65 p/d
15	EMPLOYMENT IN COFFEE CURING WORKS	(2D) No.41, dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 1.30 per point per day	₹ 230.10 p/d
16	EMPLOYMENT IN COIR MANUFACTORY	(2D) No. 35, dated 23/07/2021	18/08/2021	161 / 2010 (2001=100)	₹ 36.85 per point per month	₹ 6,522 p/m
17	EMPLOYMENT IN CONSTRUCTION, MAINTENANCE OF ROADS OR IN BUILDING OPERATIONS	(2D) No.94 dated 07/11/2022	07/12/2022	161 / 2010ss (2001=100)	₹ 2.69 per point per day	₹ 476.15 p/d
18	EMPLOYMENT IN CONSTRUCTION OF PANDALS,	(2D) No.31 dated 30/05/2022	22/06/2022	161 / 2010 (2001=100)	₹ 1.25 per point per day	₹ 221.25 p/d
19	EMPLOYMENT IN COOKING FOOD	(2D) No.46 dated 27/06/2019	24/07/2019	161 / 2010 (2001=100)	₹ 49.15 per point per month	₹ 8,700.00 p/m
20	EMPLOYMENT IN COTTON GINNING, PRESSING AND EMPLOYMENT IN COTTON WASTE	(2D) No. 39, dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 44.65 per point per month	₹ 7,903 p/m
21	EMPLOYMENT IN DISTILLERY INDUSTRY	(2D) No.42 dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 60.35 per point per month	₹ 10,682 p/m
22	EMPLOYMENT IN DISTRIBUTION OF LIQUID PETROLEUM GAS CYLINDERS	(2D) No. 2 dated 03/01/2019	23/01/2019	161 / 2010 (2001=100)	₹ 31.90 per point per month	₹ 5,646 p/m
23	EMPLOYMENT IN DOMESTIC WORK	(2D) No.99 dated 08/11/2022	07/12/2022	248 / 2015 (2001=100)	₹ 32.25 per point per month	₹ 2,903 p/m
24	EMPLOYMENT IN ELECTRONIC INDUSTRY	(2D) No. 44, dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 43.50 per point per month	₹ 7,700.00 p/m

25	EMPLOYMENT IN FOLDING TEXTILES	(2D) No.33 dated 22/07/2021	18/08/2021	161 / 2010 (2001=100)	₹ 37.70 per point per month	₹ 6,673.00 p/m
26	EMPLOYMENT IN FOOD PROCESSING INDUSTRY	(2D) No.33, dated 06/06/2019	26/06/2019	161 / 2010 (2001=100)	₹ 36.00 per point per month	₹ 6,372.00 p/m
27	EMPLOYMENT IN FORESTRY	(2D) No.92 dated 31/10/2022	25/11/2022	161 / 2010 (2001=100)	₹ 1.92 per point per day	₹ 339.85 p/d
28	EMPLOYMENT IN GENERAL ENGINEERING AND <u>FABRICATION INDUSTRY</u>	(2D) No. 67, dated 13/11/2017	03/ 01/2018	161 / 2010 (2001=100)	₹ 42.35 per point per month	₹ 7,496 p/m
29	EMPLOYMENT IN GOLD AND SILVER ARTICLES MANUFACTORY	(2D) No.100 dated 08/11/2022	21/12/2022	161 / 2010 (2001=100)	₹ 2.36 per point per day	₹ 417.70 p/d
30	EMPLOYMENT IN GRANITE INDUSTRY	(2D) No.103, dated 09/11/2022	07/12/2022	161 / 2010 (2001=100)	₹ 62.40 per point per month	₹ 11,045 p/m
31	EMPLOYMENT IN GUNNY INDUSTRY	(2D) No. 22, dated 07/06/2021	07/07/2021	161 / 2010 (2001=100)	₹ 2.07 per point per day	₹ 366.40 p/d
32	EMPLOYMENT IN HAND EMBROIDERY AND JARI	(2D) No.48 dated 17/07/2019	07/08/2019	161 / 2010 (2001=100)	₹ 1.84 per point per day	₹ 325.70 p/d
33	EMPLOYMENT IN HANDLOOM SILK WEAVING INDUSTRY	(2D) No. 47, dated 27/06/2019	07/08/2019	161 / 2010 (2001=100)	₹ 30 paise per point per day	₹ 53.10 p/d
34	EMPLOYMENT IN HOME TEXTILES (i.e.) BEDROOM, BATHROOM, LIVING ROOM, DECORATIVE, KITCHEN TEXTILES	(2D) No. 46, dated 23/11/2021	08/12/2021	255 / 2016 (2001=100)	₹ 22.25 per point per month	₹ 1,847.00 p/m
35	EMPLOYMENT IN HOSIERY MANUFACTORY	(2D) No 05 Dated 27/01/2016	17/02/2016	475 /2000 1982=100	₹ 3.80 per point per month	₹ 4,552 p/m
36	EMPLOYMENT IN HOSPITALS AND NURSING <u> HOMES</u>	(2D)No. 24, dated 02/03/2018	02/03/2018	161 / 2010 (2001=100)	₹ 53.90 per point per month	₹ 9,540 p/m
37	EMPLOYMENT IN HOTELS AND RESTAURANTS	(2D) No. 35, dated 08/07/2014	13/08/2014	161 / 2010 (2001=100)	₹ 46.26 per point per month	₹ 8,188 pm
38	EMPLOYMENT IN KNITTING INDUSTRY	(2D) No. 06 dated 27/01/2016	17/02/2016	475 /2000 1982=100	₹ 3.80 per point per month	₹ 4,552 p/m
39	EMPLOYMENT IN LAUNDRIES AND WASHING CLOTHES (INCLUDING WOOLLEN)	(2D) No.105 dated 09/11/2022	07/12/2022	161 / 2010 (2001=100)	₹ 2.55 per point per day	₹ 451.35 p/d

40	EMPLOYMENT IN LOADING & UNLOADING OPERATIONS IN MARKETS, SHANDIES (Fairs and Market Places and other like places)	(2D) No.45, dated 27/06/2019	24/07/2019	161 / 2010 (2001=100)	₹ 1.20 per point per day	₹ 212.40 p/d
41	<u>EMPLOYMENT IN LOCAL AUTHORITY</u>	(2D) No.36 dated 10/06/2023	05/07/2023	161 / 2010 (2001=100)	₹ 31 per point per month	₹ 5,487 p/m
42	EMPLOYMENT IN MAT WEAVING AND BASKET MAKING	(2D) No.35 dated 17/06/2019	03/07/2019	161 / 2010 (2001=100)	₹ 1.18 per point per day	₹ 208.85 p/d
43	EMPLOYMENT IN (a) FIRE WORKS MANUFACTORY	(2D) No. 46, dated 10/07/2023	26/07/2023	161/2010 (2001=100)	₹ 33.90 per point per month	₹ 6,000 p/m
	(b) MATCH MANUFACTORY	(2D) No. 45, dated 10/07/2023	26/07/2023	161/ 2000 (2001=100)	₹ 30.67 per point per month	₹ 5,429 p/m
44	EMPLOYMENT IN MEDICAL AND SALES REPRESENTATIVE	(2D) No. 11 dated 15/02/2016	09/03/2016	161 / 2010 (2001=100)	₹ 43.55 per point per month	₹ 7,708 p/m
45	EMPLOYMENT IN MEDICINE MANUFACTURING INDUSTRY	(2D) No.38 dated 05/10/2016	23/11/2016	161/2010 (2001=100)	₹ 43.85 per point per month	₹ 7,761 p/m
46	EMPLOYMENT IN MOTION PICTURE INDUSTRY (Including Production, Distribution and Publicity)	(2D) No.43 dated 20/06/2019	10/07/2019	161 / 2010 (2001=100)	₹ 42.25 per point per month	₹ 7,478 p/m
47	EMPLOYMENT IN MUSHROOM GROWING AND ALLIED WORKS	(2D) No.49, dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 40.80 per point per month	₹ 7,222 p/m
48	EMPLOYMENT IN NEERA TAPPING	(2D) No.40, dated 19/06/2019	10/07/ 2019	161 / 2010 (2001=100)	₹ 2.45 per point per day	₹ 433.65 p/d
49	EMPLOYMENT IN ANY OIL MILL	(2D) No.42, dated 20/06/2019	10/07/2019	161 / 2010 (2001=100)	₹ 35.80 per point per month	₹ 6,337 p/m
50	EMPLOYMENT IN PAPER AND INCIDENTAL PROCESSES CONNECTED WITH:-					
	(a) HAND MADE PAPER INDUSTRY	(2D) No. 20, dated 07/06/2021	07/07/2021	161 / 2010 (2001=100)	₹ 34.70 per point per month	₹ 6,142 p/m
	(b) MACHINE MADE PAPER INDUSTRY	(2D) No. 41, dated 20/06/2019	10/07/2019	161 / 2010 (2001=100)	₹ 36.25 per point per month	₹ 6,416 p/m
51	EMPLOYMENT IN POLYTHENE MANUFACTORY AND PROCESSING FOAM ITEMS AND PLASTIC MANUFACTORY	(2D) No.40 dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 45.00 per point per month	₹ 7,965 p/m

52	EMPLOYMENT IN POTTERY WORKS	(2D) No. 34, dated 22/07/2021	18/08/2021	161 / 2010. (2001=100)	₹ 40.00 per point per month	₹ 7,080 p/m
53	EMPLOYMENT IN POWER LOOM INDUSTRY	(2D) No. 113 dated 13/12/2022	04/01/2023	161 / 2010 (2001=100)	₹ 2.05 per point per day	₹ 362.85 p/d
54	EMPLOYMENT IN PRINTING PRESSES	(2D) No. 48 dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 34.75 per point per month	₹ 6,151 p/m
55	EMPLOYMENT IN <u>PUBLIC MOTOR TRANSPORT</u>	(2D) No. 01 dated 02/01/2023	25/01/2023	161 / 2010 (2001=100)	₹ 65.65 per point per month	₹ 11,620 p/m
56	EMPLOYMENT IN RICE MILLS, FLOUR MILLS AND DHALL MILLS	(2D) No. 46, dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 1.60 per point per day	₹ 283.20 p/d
57	EMPLOYMENT IN SAGO INDUSTRY	(2D) No. 101 dated 09/11/2022	14/12/2022	161 / 2010 (2001=100)	₹ 49.20 per point per month	₹ 8,708 p/m
58	EMPLOYMENT IN SALT PANS	(2D) No. 116 dated 12/12/2018	09/01/2019	161 / 2010 (2001=100)	₹ 1.40 per point per day	₹ 247.80 p/d
59	EMPLOYMENT IN SEA FOOD PROCESSING INDUSTRY	(2D) No. 93 dated 01/11/2022	23/11/2012	161 / 2010 (2001=100)	₹ 38.19 per point per month	₹ 6,760 p/m
60	EMPLOYMENT IN SECURITY GUARDS	(2D) No. 39, dated 19/06/2019	10/07/2019	161 / 2010 (2001=100)	₹ 45.20 per point per month	₹ 8,000 p/m
61	EMPLOYMENT IN SERICULTURE	(2D) No. 95 dated 07/11/2022	14/12/2022	161 / 2010 (2001=100)	₹ 1.88 per point per day	₹ 332.75 p/d
62	EMPLOYMENT IN SHOPS AND COMMERCIAL ESTABLISHMENTS	(2D) No. 14, dated 05/03/19	05/03/2019	161/2010 (2001=100)	₹ 32.40 per point per month	₹ 5,734.80 p/m
63	EMPLOYMENT IN SILK TWISTING INDUSTRY	(2D) No. 96 dated 07/11/2022	14/12/2022	161 / 2010 (2001=100)	₹ 1.86 per point per day	₹ 329.20 p/d
64	EMPLOYMENT IN SOAP MANUFACTORY	(2D) No. 104 dated 09/11/2022	07/12/2022	161 / 2010 (2001=100)	₹ 65.65 per point per month	₹ 11,620 p/m

65	EMPLOYMENT IN SYNTHETIC GEM CUTTING INDUSTRY	(2D) No.113 dated 12/12/2018	09/01/2019	161 / 2010 (2001=100)	₹ 1.05 per point per day	₹ 185.85 p/d
66	EMPLOYMENT IN TAILORING INDUSTRY	(2D) No. 59, dated 10/10/2014	03/12/2014	161 / 2010 (2001=100)	₹ 31.05 per point per month	₹ 5,496 p/m
67	APPRENTICES IN THE EMPLOYMENT IN TEXTILE MILLS	(2D) No.43 dated 19/04/2018	16/05/2018	161 / 2010 (2001=100)	₹ 1.60 per point per day	₹ 283.20 p/d
68	EMPLOYMENT IN TIMBER INDUSTRY	(2D) No.118 dated 27/12/2018	23/01/2019	161 / 2010 (2001=100)	₹ 1.95 per point per day	₹ 345.15 p/d
69	EMPLOYMENT IN TIN CONTAINER MANUFACTORY	(2D) No. 104 Dated 26/11/2018	26/12/2018	161 / 2010 (2001=100)	₹ 37.40 per point per month	₹ 6,620 p/m
70	EMPLOYMENT IN TOBACCO MANUFACTORY:-					
	(a) (BEEDI ROLLING) MANUFACTORY IN THE EMPLOYMENT IN ANY TOBACCO (INCLUDING BEEDI MAKING MANUFACTORY)	(2D) No.36, dated 02/06/2017	23/08/2017 (effective from 15/08/2015)	3384/2008 (1960=100)	₹ 3 paise per point per 1000 beedies	₹ 151.95 1000 beedies
	(b) TOBACCO MANUFACTORY (INCLUDING BEEDI MAKING OTHER THAN BEEDI ROLLING)	(2D) No.60, dated 08/07/2022	03/08/2022	161 / 2010 (2001=100)	₹ 42.90 per point per month	₹ 7,593 p/m
	(c) SCENTED AND CHEWING TOBACCO	(2D) No. 09, dated 21/02/2013	20/03/2013	475 / 2000 (1982=100)	₹ 16 paise per point per day	₹ 191.70 p/d
	(d) SNUFF INDUSTRY	(2D) No. 38, dated 19/06/2019	10/07/2019	161 / 2010 (2001=100)	₹ 1.13 per point per day	₹ 200 p/d
71	EMPLOYMENT IN VESSEL (UTENSILS) MANUFACTORY	(2D) No. 47, dated 10/06/2022	06/07/2022	161 / 2010 (2001=100)	₹ 1.30 per point per day	₹ 230.10 p/d
72	EMPLOYMENT IN WOOLLEN CARPET AND SHAWL WEAVING INDUSTRY	(D) No. 344, dated 10/04/1992	20/05/1992	808 / 1988 (1960=100)	₹ 2 paise per point per day	₹ 152.82 p/d

Note: D.A. shall be revised as and when the Government notifies the revision of minimum wages.

*Tanneries & Leather AICP = 176

for PRINCIPAL SECRETARY /
COMMISSIONER OF LABOUR

[Signature]
21/12/2024

[Signature]
21/12/24

-: 7 :-

Points for calculating dearness allowance for different base periods (For guidance only)

Calendar year	2023					
Base year in respect of a particular scheduled industry	2001=100			1982=100	1960=100	
Average point for calendar year 2021	338			1,673	8,449	
Base year for VDA regarding different scheduled industries	161/2010	248/2015	255/2016	475/2000	3384/2008	808/1988
Increase in points for calculating VDA for different Scheduled industries	177	90	83	1,198	5,065	7,641

उत्तराखण्ड शासन
श्रम अनुभाग
संख्या:-286/VIII-1/24-228(श्रम)/2001-पार्ट-II
देहरादून, दिनांक: 15 मार्च, 2024

अधिसूचना

न्यूनतम वेतन अधिनियम, 1948 (अधिनियम संख्या- 11 सन् 1948) की धारा- 4 की उपधारा (1) के खण्ड (i) के साथ पठित धारा-3 की उपधारा (1) के खण्ड (ख) और उपधारा (2) एवं उपधारा (3) के अधीन शक्ति का प्रयोग करके और इस सम्बन्ध में जारी पूर्व अधिसूचना संख्या 309/VIII/19-228(श्रम)/2001, दिनांक 08 मार्च, 2019 को अधिक्रमित करते हुए एवं उत्तराखण्ड न्यूनतम मजदूरी सलाहकार बोर्ड से परामर्श करने के पश्चात् सम्यक् विचारोपरान्त दिनांक 01 अप्रैल, 2024 से उत्तराखण्ड में "वाणिज्यिक अधिष्ठानों और उत्तराखण्ड के दुकानों में नियोजन" में नियोजित कर्मचारियों के लिये मजदूरी की न्यूनतम दरों को पुनरीक्षित कर निम्नवत् निर्धारित करने की श्री राज्यपाल सहर्ष स्वीकृति प्रदान करते हैं:-

क्र० सं०	कर्मचारियों की श्रेणी	एक लाख या उससे अधिक आवादी वाले उत्तराखण्ड के नगरों में वयस्क कर्मचारियों को देय मजदूरी की न्यूनतम मासिक दरें। (प्रतिमाह रूपयों में)	उत्तराखण्ड के शेष भागों में देय मजदूरी की न्यूनतम मासिक दरें। (प्रतिमाह रूपयों में)
(1)	(2)	(3)	(4)
1	अकुशल	12539	12391
2	अर्द्धकुशल	13280	13110
3	कुशल	14023	13838
4	लिपिक वर्गीय कर्मचारी	15275	15035
	(क) श्रेणी-एक		
	(ख) श्रेणी- दो	14340	14139

टिप्पणी- कर्मचारियों का श्रेणीवार वर्गीकरण परिशिष्ट में दिया गया है।

- 1- विभिन्न वर्ग के कार्य के लिए नियोजित वयस्क कर्मचारियों को देय मूल मजदूरी की न्यूनतम दरें अखिल भारतीय उपभोक्ता मूल्य सूचकांक आधार (2001=100) के 301 अंक पर होंगी।
- 2- परिवर्तनीय महंगाई भत्ता:- अखिल भारतीय उपभोक्ता मूल्य सूचकांक (2016=100) के अंक 301 के ऊपर उपभोक्ता मूल्य सूचकांक में वृद्धि होने पर महंगाई भत्ते को ₹ 20 प्रति अंक की दर से समायोजित किया जायेगा और समायोजन क्रमशः प्रत्येक वर्ष अप्रैल और अक्टूबर में पूर्ववर्ती वर्ष के जुलाई से दिसम्बर तक और चालू वर्ष के जनवरी से जून माह तक के उपभोक्ता मूल्य सूचकांक के औसत पर करते हुए परिवर्तनीय महंगाई भत्ते का भुगतान किया जायेगा।
- 3- मजदूरी की दैनिक दर, उपरोक्त मासिक न्यूनतम मूल मजदूरी दर और परिवर्तनीय महंगाई भत्ते के 1/26 से कम न होगी।
- 4- घंटेवार दर, दैनिक दर के 1/6 से कम न होगी।
- 5- ऐसे कर्मचारियों को जिनके कार्य के घंटे (विश्राम अन्तराल को सम्मिलित करते हुए) एक दिन में 6 घंटे या एक सप्ताह में 36 घंटे से कम हैं तो उन्हें अंशकालिक कर्मचारी माना जायेगा और उनकी घंटेवार मजदूरी की दर तदनु रूप दैनिक दर के छठे भाग से कम न होगी।



6- मजदूरी की उपर्युक्त दरें किसी भी प्रकार से किसी कर्मचारी के हितों के प्रतिकूल प्रवर्तित नहीं होगी। यदि इन दरों के प्रवृत्त होने के पूर्व विद्यमान मजदूरी की दरें उपर्युक्त दरों के अनुसार देय मजदूरी से अधिक है तो उन्हें जारी रखा जायेगा और किसी भी स्थिति में किसी नियोजक द्वारा उस में कटौती नहीं की जायेगी।

7- जहाँ किसी श्रेणी का कार्य मात्रानुपाती दर के आधार पर किया जाता है, वहाँ उस विशिष्ट प्रकार के कार्य के लिये विहित कालानुपाती दर प्रत्याभूत मात्रानुपाती दर होगी अर्थात् नियोजक, मात्रानुपाती दर पर कार्य कर रहे कर्मचारियों को ऐसी मजदूरी देगा जो न्यूनतम कालानुपाती दर से कम न हो।

8- ऊपर दी गयी मजदूरी की न्यूनतम दर के अन्तर्गत न्यूनतम मजदूरी अधिनियम, 1948 की धारा-13 की उपधारा-(1) के खण्ड (ख) के अधीन यथा अनुध्यात विश्राम दिन के सम्बन्ध में पारिश्रमिक भी सम्मिलित है।

9- यदि नियोजक द्वारा प्रतिष्ठान का कोई कार्य ठेका श्रम के माध्यम से कराया जा रहा है, तो ऐसे ठेका श्रमिक को भी नियोजक द्वारा सीधे नियोजित श्रमिक की तरह (बराबर/समान) इस अधिसूचना के पैरा 1 और पैरा 2 में अनुमन्य निर्धारित न्यूनतम मजदूरी तथा परिवर्तनीय महंगाई भत्ते का भुगतान किया जायेगा।

10- किशोरों को संदेय मजदूरी की न्यूनतम कालानुपाती दर, उसी श्रेणी के वयस्क कर्मचारी पर प्रयोज्य कालानुपाती दर से कम न होगी।

परिशिष्ट

1. अकुशल:-

पल्लेदार, पैकर, बन्डलर्स, लोडर्स, अनलोडर्स, चपरासी, मजदूर, सफाई मजदूर और इसी प्रकार का कार्य करने वाला कोई अन्य कर्मचारी, चाहे उसे किसी भी नाम से पुकारा जाये।

2. अर्द्धकुशल:-

गोडाउन कीपर, वेमैन, मिस्त्री, सुरक्षा गार्ड बिना हथियार, साइकिल मरम्मत करने वाला, सोने और चांदी के जेवरों की छिलाई करने वाला, चांदी पकाने वाला, रेजदार और इसी प्रकार का कार्य करने वाला कोई अन्य कर्मचारी, चाहे उसे किसी भी नाम से पुकारा जाये। इस श्रेणी में ऐसे कुशलता प्राप्त कर्मचारी भी सम्मिलित हैं जिन्होंने किसी अर्द्धकुशल कर्मचारी के मार्गदर्शन में हेल्पर या असिस्टेन्ट के रूप में कम से कम 05 वर्ष के कार्य का अनुभव प्राप्त कर लिया है।

3. कुशल -

ड्राईवर, मशीनमैन, बढई, फिटर, वेल्डर, पेन्टर, सुरक्षा गार्ड हथियार सहित, इलेक्ट्रिशियन, सोने और चांदी के जेवरों पर नक्काशी करने वाला, सुपरवाइजर, केमिस्ट, मैकेनिक, आपरेटर और इसी प्रकार का कार्य करने वाला कोई अन्य कर्मचारी, चाहे उसे किसी भी नाम से पुकारा जाये। इस श्रेणी में ऐसे अर्द्धकुशल कर्मचारी भी सम्मिलित हैं जिन्होंने किसी कुशल कर्मचारी के पर्यवेक्षण और मार्ग दर्शन में कम से कम 05 वर्ष का अनुभव प्राप्त किया हो।

4. लिपिक वर्गीय कर्मचारी -

(क) लिपिक श्रेणी-दो- न्यूनतम शैक्षिक अर्हता हाईस्कूल और प्रतिष्ठान में कार्य करते हुए पाँच वर्ष न हुए हो।

मुनीम, लेखाकार, रोकड़िया, टंकक, लिपिक, विक्रीकर्ता, डाटा इन्ट्री ऑपरेटर, टेलीफोन ऑपरेटर, उगाही, तगादगीर और इसी प्रकार का कार्य करने वाला कोई अन्य कर्मचारी, चाहे उसे किसी भी नाम से पुकारा जाये।

कुशल:- (3)

(ख) लिपिक श्रेणी-एक- न्यूनतम शैक्षिक अर्हता हाईस्कूल और प्रतिष्ठान में कार्य करने का पाँच वर्ष या उससे अधिक का अनुभव हो।

प्रधान मुनीम, मुख्य लेखाकार, प्रधान रोकड़िया, वरिष्ठ विक्रीकर्ता, प्रधान लिपिक, कार्यालय अधीक्षक, आशुलिपिक, विक्री प्रतिनिधि, कम्प्यूटर ऑपरेटर और इसी प्रकार का कार्य करने वाला कोई अन्य कर्मचारी, चाहे उसे किसी भी नाम से पुकारा जाये।

(आर०मीनाक्षी सुन्दरम)
सचिव।

संख्या:- 286 (1)/VIII-1/24-228(श्रम)/2001-पार्ट-II, तददिनांक

प्रतिलिपि: निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. समस्त अपर मुख्य सचिव/प्रमुख सचिव/सचिव/प्रभारी सचिव, उत्तराखण्ड शासन।
2. मुख्य निजी सचिव, मा. मुख्यमंत्री, उत्तराखण्ड सरकार को मा. मुख्यमंत्री जी के संज्ञानार्थ।
3. प्रमुख निजी सचिव, मा. श्रम मंत्री, को मा. श्रम मंत्री जी के संज्ञानार्थ।
4. प्रमुख निजी सचिव, मुख्य सचिव, को मुख्य सचिव महोदय के संज्ञानार्थ।
5. आयुक्त, गढ़वाल मण्डल/कुमाऊं मण्डल।
6. समस्त विभागाध्यक्ष, उत्तराखण्ड।
7. पीठासीन अधिकारी, श्रम न्यायालय/औद्योगिक न्यायाधिकरण, उत्तराखण्ड, हल्द्वानी।
8. श्रम आयुक्त, उत्तराखण्ड, हल्द्वानी (नैनीताल)।
9. समस्त जिलाधिकारी, उत्तराखण्ड।
10. समस्त अपर/संयुक्त/उप/सहायक श्रम आयुक्त, उत्तराखण्ड।
11. उप निदेशक, राजकीय मुद्रणालय, रुड़की (हरिद्वार) को इस आशय से प्रेषित कि कृपया उपरोक्त अधिसूचना को सरकारी असाधारण गजट में प्रकाशित कराते हुए उसकी 400 प्रतियां शासन में उपलब्ध कराने का कष्ट करें।
12. निदेशक, N.I.C को राज्य सरकार की अधिकृत वेबसाइट में जनसाधारण के संज्ञानार्थ अपलोड करने हेतु।
13. गार्ड फाईल।

आज्ञा से,
(शिव विभूति रंजन)
उप सचिव।

**Consumer Price Index Number of
Chandigarh Centre for the half
year ending March, 2023**

**No. ST/(CPI)/2023-24/678
Dated: 06/03/2024**

The half yearly Cost of Living Index Numbers of Chandigarh Centre (Base 2001 = 100 and 2016 = 100) for industrial workers, issued by Labour Bureau, Chandigarh for the respective month(s) i.e. from October, 2022 to March, 2023 are 2019, 2025, 2016, 2044, 2062 and 2075. Thus, the average (calculated for six months) cost of living index numbers as on March, 2023 is 2044. The previous average cost of living index numbers was 1968 points for the quarter ending 30.09.2022. Therefore, increase in average cost of living index number is 72 points. The per point neutralization in minimum rates of wages for monthly rated employees under the Minimum Wages Act is Rs. 7/- Thus minimum rates of wages for each category of employees have been increased by Rs. 504/- p.m. on the increase of 72 points.

The following are the minimum rates of wages payable for monthly & daily rated employees for the period starting from **01.04.2023 to 30.09.2023**.

S.No.	Category of Employees	Rates of Minimum Wages (in Rupees)			
		Monthly	Daily	Monthly	Daily
		Old Rate 01.10.2022 to 31.03.2023 (in Rs.)	Old Rate 01.10.2022 to 31.03.2023 (in Rs.)	New Rate 01.04.2023 to 30.09.2023 (In Rs.)	New Rate 01.04.2023 to 30.09.2023 (In Rs.)
1.	Un-skilled	12,623.00	486.00	13,127.00	505.00
2.	Semi-Skilled-II	12,773.00	491.00	13,277.00	511.00
3.	Semi-Skilled-I	12,873.00	495.00	13,377.00	515.00
	Skilled-II	13,073.00	503.00	13,577.00	522.00
5.	Skilled-I	13,298.00	511.00	13,802.00	531.00
6.	Highly Skilled	13,698.00	527.00	14,202.00	546.00
7.	Class III (Staff)	12,898.00	496.00	13,402.00	515.00
8.	Class-II (Staff)	13,048.00	502.00	13,552.00	521.00
9.	Class I (Staff)	13,408.00	516.00	13,912.00	535.00



-02-
(Hotels, Restaurants, Tea Stall and Halwai)

Sl. No.	Category of Employees	Without Food and Lodging	With food and Lodging	For food and Lodging
		New Rate 01.04.2023 to 30.09.2023 (In Rs.)	New Rate 01.04.2023 to 30.09.2023 (In Rs.)	New Rate 01.04.2023 to 30.09.2023 (In Rs.)
1.	Un-skilled	13,127.00	11,486.00	1641.00
2.	Semi-Skilled-II.	13,277.00	11,617.00	1660.00
3.	Semi-Skilled-I.	13,377.00	11,705.00	1672.00
4.	Skilled-II	13,577.00	11,880.00	1697.00
5.	Skilled-I	13,802.00	12,077.00	1725.00
6.	Highly Skilled	14,202.00	12,427.00	1775.00
7.	Class III (Staff)	13,402.00	11,727.00	1675.00
8.	Class-II (Staff)	13,552.00	11,858.00	1694.00
9.	Class I (Staff)	13,912.00	12,173.00	1739.00

Notes: -

(1) The points for the months from October, 2022 to March, 2023 on the Base Year 2016 = 100 and Base Year 2001=100 have been calculated by the linking factor i.e. 2.79 & 5.26 which comes i.e. 383.90, 385.02, 383.34, 388.64, 391.99 and 394.50 in respect of UT, Chandigarh.

(2) The categories of employees as per notification dated 25.11.2010 are given below:

(3) (1) The change due to rise or fall in the Cost of Living Index Number will be adjusted in the ratio of 07:01 i.e. 07 parts in cash and 1 part for two meals and two Tea.

(2) Where an employer provides living accommodation to an employee then he may charge maximum of Rs. 50 p.m. from the wage of an employee.

(i) **Unskilled:** -means an employee engaged to do manual work by any part of his body like lifting, pushing, pulling, shifting of loads or digging, excavating, removing of earth, water etc. or who assist another employee in a schedule employment or who does any work of cleaning, sweeping, gardening or mali, guarding, washing, packing, wrapping, filling, washing etc. or who works as a waterman, masalchi, gateman, peon, kneedar, watchman, chowkidar, rickshaw puller, rehri wala, beldar, mazdoor, khalasi, poster paster, boardboy, oilman, as an aya or as cleaner on a vehicle or polisher on a vehicle etc. or any other person who does similar nature of jobs.

(ii) **Semi-Skilled-II:** means an employee who has not passed his intermediate or equivalent examination and have learnt by experience to work on a machine and operate or work on such machine or who has acquired some skill in any technical/professional trades and work on a machine or on the job of that trade or profession or who without having any special training from any Govt. recognized institution or school or board works as a plumber, rein forcer, spinner, stitcher, tailor, embroider, barber, mochi, pump



attendant, mixerman, deffedar, mate, tarcol / paint sprayer or other sprayer or bazri spreader, quarry operator, jamperman, hammer man, sole cutter, upper-fitter, backer, securer, stiffer, skiver, heel builder, boatman, floor polisher, mistry, whitewasher, carpenter, distemperer, air conditioner operator or its repairer, moulder, compositor, rangaiwala, Roller man, saw man, plainer man, cutterman, soaker, hanger man, drillman, leach houseman, lime yardman, drum man, tan yardman, book binder, wireman, buffer, grusher, waiter, , deliveryman, khatai wala, achaar/muraba maker, weighing man, lineman, bill collector, assistant cook, painteryman, stock boy, canvasser, glassfitter, cyclefitter or repairer, furniture polisher, type repairer, kantiwala, lohar, toka man, planer, light vehicle driver or a chauffeur, conductor or who works as a welder, sheet metal worker, fitter, turner, machine man, grinder man or as machinist grinder radio/TV wireless repairer, blacksmith, motor mechanic, diesel engine operator or other machines operator, diesel mechanic, meter reader etc. or any other person who does any work similar to any of the above.

(iii) Semi-Skilled-I :- means an employee who has passed his intermediate or equivalent examination and have learnt by experience to work on a machine and operate such machine or who worked at least for five years on any of the work/job falling under the semi-skilled-II category or who is a driver of medium/heavy/special vehicle or who is a head mate, massion, glass cutter, bakery mistry, halwai, rafugar, dry cleaner, pressman, steward, head bearer, head waiter, film repairer, guide, cook, tandooriya, coffee-man, photographer, video camera operator, dispenser, analyst, checker, computer operator, Inspector, weaver, shaver, electroplater, glassblower, decorator, scudder, dyer, flesher, finisher, setter, splitter, laboratory assistant chemist, attendant, die maker, refrigerator mechanic, ginisher, luster, candle man, spinning master, printing master, screening master, artist etc. or who does any work similar to any of the above.

(iv) Skilled-II :- means an employee, who has passed a certificate examination in technical or other professional trade from a Govt. recognized institution, board or a university and who does work in that trade or profession and include a grinder man, machinist grinder man, line man, welder, turner, machinist, wireman, electrician, shaper man, painter, blacksmith, goldsmith, sheet metal worker, fitter, radio/TV/wireless mechanic, die maker, air conditioner operator or mechanic, laboratory attendant, chemist, compounder, printing man/printer, craftsman, smith, lithographer, compositor, moulder, rangaiwala, watch repairer or watch assembler, computer mechanic, software developer, motor mechanic or motor binder, refrigeration mechanic, blower man, senior machine operator, computerize machine operator, etc. or who does any similar nature of jobs on having obtained a similar certificate.



(v) Skilled-I :- means an employee who passed his diploma or equivalent examination in any discipline from any Govt. recognized institution, Board or a university and does work in that discipline or who is at least a graduate and does any of the work falling under skilled-II category and includes a medical representative, advertiser, marketing professional or a chef or technical supervisor etc. or who does any similar nature of jobs.

(vi) Highly Skilled :- means an employee who is a graduate in engineering or in any other special or other professional trade from a Govt. recognized institution, board or a university and employed to do work in that discipline or who is employed as a foreman, manager, executive, or an officer, having no power of managerial functions or who does any work similar in nature.

(vii) Class -III [Staff] :- means an employee who has passed his matriculation or equivalent examination and employed as a clerk, time keeper, munshi, store assistant, store keeper, accounts assistant, typist, steno-typist, receptionist, personal assistant, cashier, draftsman, telephone operator, computer applicator, counterman, ticket checker, ticket collector, legal assistant, supplier, nurse or nursing assistant, compounder, technologist, radiologist or employed to do similar nature of work in an office or at other place or any other employee who is employed to do similar nature of work.

(viii) Class -II [Staff]: - means an employee who has passed his graduation in any discipline except technical and who does any work specified for class-III [Staff] whether designated with the same or similar nomenclature or by a senior nomenclature but below the nomenclature specified for Class-I [Staff] or who is accountant, stenographer, work incharge, office supervisor, salesman, purchase man, store incharge, architect, artesian etc. or any other person doing similar nature of jobs.

(ix) Class -I [Staff]: - means an employee employed as assistant manager, foreman, executive, engineer, officer, office supervisor, medical officer, doctor, dentist, surgeon, pharmacist, vaid, hakim, homeopath or in any other similar position etc. and who does not have any authority or power to exercise managerial functions or who does any office work or work related to his nomenclature during the maximum time of his duty, the work may include the work specified for Class-II or III [Staff].




6/3/24
Labour Commissioner,
Union Territory, Chandigarh.

**Consumer Price Index Number of
Chandigarh Centre for the half
year ending September, 2023**

No. ST/(CPI)/2023-24/679
Dated: 06/03/2024

The half yearly Cost of Living Index Numbers of Chandigarh Centre (Base 2001 = 100 and 2016 = 100) for industrial workers, issued by Labour Bureau, Chandigarh for the respective month(s) i.e. from April, 2023 to September, 2023 are 2072, 2078, 2078, 2157, 2172 and 2141 and the average (calculated for six months) cost of living index numbers as on September, 2023 is 2116. The previous average cost of living index numbers was 2040 points for the quarter ending March, 2023, hence, there is increase in average cost of living index number is 76 points. The per point neutralization in minimum rates of wages for monthly rated employees under the Minimum Wages Act is Rs. 7/-, thus minimum rates of wages for each category of employees have been increased by Rs. 532/- p.m. on the increase of 76 points.

The following are the minimum rates of wages payable for monthly & daily rated employees for the period starting from **01.10.2023 to 31.03.2024**.

S.No.	Category of Employees	Rates of Minimum Wages (in Rupees)			
		Monthly	Daily	Monthly	Daily
		Old Rate 01.04.2023 to 30.9.2023 (In Rs.)	Old Rate 01.04.2023 to 30.9.2023 (In Rs.)	New Rate 01.10.2023 to 31.03.2024 (in Rs.)	New Rate 01.10.2023 to 31.03.2024 (in Rs.)
1.	Un-skilled	13,127.00	505.00	13,659.00	525.00
	Semi-Skilled-II	13,277.00	511.00	13,809.00	531.00
3.	Semi-Skilled-I	13,377.00	515.00	13,909.00	535.00
	Skilled-II	13,577.00	522.00	14,109.00	543.00
5.	Skilled-I	13,802.00	531.00	14,334.00	551.00
6.	Highly Skilled	14,202.00	546.00	14,734.00	567.00
7.	Class III (Staff)	13,402.00	515.00	13,934.00	536.00
8.	Class-II (Staff)	13,552.00	521.00	14,084.00	542.00
9.	Class I (Staff)	13,912.00	535.00	14,444.00	556.00



Sl. No.	Category of Employees	Without Food and Lodging	With food and Lodging	For food and Lodging
		New Rate 01.10.2023 to 31.03.2024 (In Rs.)	New Rate 01.10.2023 to 31.03.2024 (In Rs.)	New Rate 01.10.2023 to 31.03.2024 (In Rs.)
1.	Un-skilled	13,659.00	11,952.00	1707.00
2.	Semi-Skilled-II.	13,809.00	12,083.00	1726.00
3.	Semi-Skilled-I.	13,909.00	12,170.00	1739.00
4.	Skilled-II	14,109.00	12,345.00	1764.00
5.	Skilled-I	14,334.00	12,542.00	1792.00
6.	Highly Skilled	14,734.00	12,892.00	1842.00
7.	Class III (Staff)	13,934.00	12,192.00	1742.00
8.	Class-II (Staff)	14,084.00	12,323.00	1761.00
9.	Class I (Staff)	14,444.00	12,638.00	1806.00

Notes:-

(1) The points for the months from April, 2023 to September, 2023 on the Base Year 2016 = 100 and Base Year 2001=100 have been calculated by the linking factor i.e. 2.79 & 5.26 which comes i.e. 394, 395, 395, 410, 413 and 407 in respect of UT, Chandigarh.

(2) The categories of employees as per notification dated 25.11.2010 are given below:

(3) (1) The change due to rise or fall in the Cost of Living Index Number will be adjusted in the ratio of 07:01 i.e. 07 parts in cash and 1 part for two meals and two Tea.

(2) Where an employer provides living accommodation to an employee then he may charge maximum of Rs. 50 p.m. from the wage of an employee.

Unskilled: -means an employee engaged to do manual work by any part of his body like lifting, pushing, pulling, shifting of loads or digging, excavating, removing of earth, water etc. or who assist another employee in a schedule employment or who does any work of cleaning, sweeping, gardening or mali, guarding, washing, packing, wrapping, filling, washing etc. or who works as a waterman, masalchi, gateman, peon, kneedar, watchman, chowkidar, rickshaw puller, rehri wala, beldar, mazdoor, khalasi, poster paster, boardboy, oilman, as an aya or as cleaner on a vehicle or polisher on a vehicle etc. or any other person who does similar nature of jobs.

(ii) Semi-Skilled-II: means an employee who has not passed his intermediate or equivalent examination and have learnt by experience to work on a machine and operate or work on such machine or who has acquired some skill in any technical/professional trades and work on a machine or on the job of that trade or profession or who without having any special training from any Govt. recognized institution or school or board works as a plumber, rein forcer, spinner, stitcher, tailor, embroider, barber, mochi, pump



attendant, mixerman, deffedar, mate, tarcol / paint sprayer or other sprayer or bazri spreader, quarry operator, jamperman, hammer man, sole cutter, upper-fitter, backer, securer, stiffer, skiver, heel builder, boatman, floor polisher, mistry, whitewasher, carpenter, distemperer, air conditioner operator or its repairer, moulder, compositor, rangaiwala, Roller man, saw man, plainer man, cutterman, soaker, hanger man, drillman, leach houseman, lime yardman, drum man, tan yardman, book binder, wireman, buffer, grusher, waiter, , deliveryman, khatai wala, achaar/muraba maker, weighing man, lineman, bill collector, assistant cook, painteryman, stock boy, canvasser, glassfitter, cyclefitter or repairer, furniture polisher, type repairer, kantiwala, lohar, toka man, planer, light vehicle driver or a chauffeur, conductor or who works as a welder, sheet metal worker, fitter, turner, machine man, grinder man or as machinist grinder radio/TV wireless repairer, blacksmith, motor mechanic, diesel engine operator or other machines operator, diesel mechanic, meter reader etc. or any other person who does any work similar to any of the above.

(iii) Semi-Skilled-I :- means an employee who has passed his intermediate or equivalent examination and have learnt by experience to work on a machine and operate such machine or who worked at least for five years on any of the work/job falling under the semi-skilled-II category or who is a driver of medium/heavy/special vehicle or who is a head mate, massion, glass cutter, bakery mistry, halwai, rafugar, dry cleaner, pressman, steward, head bearer, head waiter, film repairer, guide, cook, tandooriya, coffee-man, photographer, video camera operator, dispenser, analyst, checker, computer operator, Inspector, weaver, shaver, electroplater, glassblower, decorator, scudder, dyer, flesher, finisher, setter, splitter, laboratory assistant chemist, attendant, die maker, refrigerator mechanic, ginisher, luster, candle man, spinning master, printing master, screening master, artist etc. or who does any work similar to any of the above.

(iv) Skilled-II :- means an employee, who has passed a certificate examination in technical or other professional trade from a Govt. recognized institution, board or a university and who does work in that trade or profession and include a grinder man, machinist grinder man, line man, welder, turner, machinist, wireman, electrician, shaper man, painter, blacksmith, goldsmith, sheet metal worker, fitter, radio/TV/wireless mechanic, die maker, air conditioner operator or mechanic, laboratory attendant, chemist, compounder, printing man/printer, craftsman, smith, lithographer, compositor, moulder, rangaiwala, watch repairer or watch assembler, computer mechanic, software developer, motor mechanic or motor binder, refrigeration mechanic, blower man, senior machine operator, computerize machine operator, etc. or who does any similar nature of jobs on having obtained a similar certificate.

(v) Skilled-I :- means an employee who passed his diploma or equivalent examination in any discipline from any Govt. recognized institution, board or a university and does work in that discipline or who is at least a graduate and does any of the work falling under skilled-II category and includes a medical representative, advertiser, marketing professional or a chef or technical supervisor etc. or who does any similar nature of jobs.

(vi) Highly Skilled :- means an employee who is a graduate in engineering or in any other special or other professional trade from a Govt. recognized institution, board or a university and employed to do work in that discipline or who is employed as a foreman, manager, executive, or an officer, having no power of managerial functions or who does any work similar in nature.

(vii) Class -III [Staff] :- means an employee who has passed his matriculation or equivalent examination and employed as a clerk, time keeper, munshi, store assistant, store keeper, accounts assistant, typist, steno-typist, receptionist, personal assistant, cashier, draftsman, telephone operator, computer applicator, counterman, ticket checker, ticket collector, legal assistant, supplier, nurse or nursing assistant, compounder, technologist, radiologist or employed to do similar nature of work in an office or at other place or any other employee who is employed to do similar nature of work.



(viii) Class -II [Staff]: - means an employee who has passed his graduation in any discipline except technical and who does any work specified for class-III [Staff] whether designated with the same or similar nomenclature or by a senior nomenclature but below the nomenclature specified for Class-I [Staff] or who is accountant, stenographer, work incharge, office supervisor, salesman, purchase man, store incharge, architect, artesian etc. or any other person doing similar nature of jobs.

(ix) Class -I [Staff]: - means an employee employed as assistant manager, foreman, executive, engineer, officer, office supervisor, medical officer, doctor, dentist, surgeon, pharmacist, vaid, hakim, homeopath or in any other similar position etc. and who does not have any authority or power to exercise managerial functions or who does any office work or work related to his nomenclature during the maximum time of his duty, the work may include the work specified for Class-II or III [Staff].



6/3/24
Labour Commissioner,
Union Territory, Chandigarh.



महाराष्ट्र शासन राजपत्र

असाधारण भाग आठ

वर्ष १०, अंक १३(८)]

सोमवार, मार्च १८, २०२४/फाल्गुन २८, शके १९४५

[पृष्ठे २, किंमत : रुपये २७.००

असाधारण क्रमांक ४१

प्राधिकृत प्रकाशन

महाराष्ट्र विधानमंडळाचे अधिनियम व राज्यपालांनी प्रख्यापित केलेले अध्यादेश व केलेले विनियम आणि
विधि व न्याय विभागाकडून आलेली विधेयके (इंग्रजी अनुवाद).

In pursuance of clause (3) of article 348 of the Constitution of India, the following translation in English of the Maharashtra Labour Welfare Fund (Amendment) Act, 2024 (Mah. Act No. XXV of 2024), is hereby published under the authority of the Governor.

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

SATISH WAGHOLE,

Secretary (Legislation) to Government,
Law and Judiciary Department.

MAHARASHTRA ACT No. XXV OF 2024.

(First publilshed, after having received the assent of the Governor in the
“ Maharashtra Government Gazette ”, on the 18th March 2024.)

An Act further to amend the Maharashtra Labour Welfare Fund Act.

XL of 1953. WHEREAS it is expedient further to amend the Maharashtra Labour Welfare Fund Act, for the purposes hereinafter appearing ; it is hereby enacted in the Seventy-fifth Year of the Republic of India, as follows :—

1. This Act may be called the Maharashtra Labour Welfare Fund (Amendment) Act, 2024. Short title.

XL of 1953. 2. In section 6BB of the Maharashtra Labour Welfare Fund Act, for sub-section (2), the following sub-section shall be substituted, namely :— Amendment of section 6BB of XL of 1953.

“(2) The amount of contribution payable every six months in respect of every employee and an employer for each such employee shall be at the following rates, namely :—

(a) in respect of an employee, whose name appears in the register of an establishment on the 30th June and 31st December, respectively, shall be at the rate of twenty-five rupees :

Provided that, the State Government shall on receipt of a proposal from the Board, by notification in the *Official Gazette*, increase once in every three years, the rate of employee's contribution so, however that, such increase shall not exceed thirty per cent. of the rate of contribution ;

(b) in respect of an employer, for each employee referred to in clause (a), thrice the amount of contribution payable by an employee.”.



का.रा.बी.नि.

E.S.I.C.

कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt. of India)



मुख्यालय / Headquarters

पंचदीप भवन, सी आई जी मार्ग, नई दिल्ली - 110 002
Panchdweep Bhawan, CIG Marg, New Delhi - 110 002
Telephone - 011 23232373, E-mail : dir-pnd@esic.nic.in
Website : www.esic.nic.in

No. N-15015/01/2023-P&D

Dated: 18.03.2024

परिपत्र / CIRCULAR

विषय : एसिक 2.0/विज़न-2022 के अंतर्गत राज्य-वार अधिसूचित /गैर-अधिसूचित जिलों की अद्यतन सूची (दिनांक 18.03.2024 की स्थिति के अनुसार) / State wise updated list of notified/non-notified districts under ESIC 2.0/Vision-2022 (As on 18.03.2024)

मुख्यालय की वेबसाइट लिंक सं. 15646/2024 दिनांक 18.01.2024 पर अपलोड किए गए पूर्व परिपत्र दिनांक 17.01.2024 के अनुक्रम में अधिसूचित जिलों की वर्तमान स्थिति निम्नानुसार है / In continuation to previous Circular of even no. dated 17.01.2024 uploaded on ESIC website www.esic.nic.in link no. 15646/2024 on 18.01.2024, the present status of notified districts of ESI Scheme is as under:-

क) राज्य-वार अधिसूचित जिलों की स्थिति (दिनांक 18.03.2024 तक) / State wise status of notified districts as on 18.03.2024 is as under:-

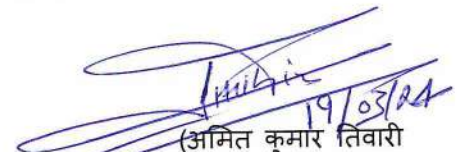
i	राज्य/केन्द्रशासित प्रदेश जहां संपूर्ण क्षेत्र अधिसूचित है / No. of States/UT's whose entire area is notified	17
ii	राज्य/केन्द्रशासित प्रदेश जहां आंशिक क्षेत्र अधिसूचित है / No. of States/UT's where the Scheme is partially notified	19

दिनांक 18.03.2024 की स्थिति के अनुसार अधिसूचित /गैर-अधिसूचित जिलों की जिलेवार अद्यतन सूची अनुलग्नक-ए पर संलग्न है। / The consolidated status of district wise notification in respect of above is enclosed as Annexure-A.

ख. अधिसूचित जिलों की सूची इस प्रकार है / The Summary of Notified Districts is as under :-

संपूर्ण क्षेत्र में अधिसूचित जिलों की संख्या / Fully Notified Districts	565
आंशिक रूप से क्षेत्र में अधिसूचित जिलों की संख्या / Partially Notified Districts	103
कुल अधिसूचित जिले / Total notified districts	668
गैर अधिसूचित जिले / Total Non-notified districts	103
कुल जिलों की संख्या / Total number of districts	778

संलग्नक - यथोपरि


(अमित कुमार तिवारी)
उप निदेशक (योजना व विकास)

प्रतिलिपि प्रेषित :-

1. प्रधान निजी सचिव (महानिदेशक/वित्त आयुक्त/मुख्य सतर्कता अधिकारी/बीमा आयुक्त/चिकित्सा आयुक्त) को सूचनार्थ ।
2. सभी क्षेत्रीय निदेशक को आवश्यक कार्यवाही हेतु।
3. उप निदेशक (जन संपर्क शाखा) को मुख्यालय की वेबसाइट पर अपलोड करने हेतु ।

ANNEXURE-A

State-wise list of 668 (Fully-565 & Partially-103) notified districts and 110 non-notified districts under ESI Scheme (As on 18.03.2024)

	States/UTs	Fully Notified Districts	Partially Notified Districts (Prominent Industrial Centers and Districts Hqrs Area)	Non-Notified Districts
1.	Andaman & Nicobar Island	NIL	South Andamans (1)	Nicobar, North & Middle Andaman (2)
2.	Andhra Pradesh	Entire Area of 26 districts are notified.		
3.	Arunachal Pradesh	Papum Pare (1)	NIL	Anjaw, Changlang, Dibang Valley, East Kameng, East Siang, Kamle, Kra Daadi, Kurung Kumey, Lohit, Longding, Lower Dibang Valley, Pakke Kessang, Lower Subansiri, Namsai, Siang, Tawang, Shiyomi, Tirap, Upper Siang, Upper Subansiri, West Kameng, West Siang, Lepa Rada, Lower Siang (24)
4.	Assam	Entire Area of 31 districts are notified.		
5.	Bihar	Begusarai, Bhagalpur, Bhojpur, Buxar, Darbhanga, Gaya, Katihar, Munger, Muzaffarpur, Patna, Rohtas, Samastipur, Saran, Sitamarhi, Vaishali, Nalanda, Arwal, Jamui, Kaimur, Khagaria, Kishanganj, Madhepura, Madhubani, Nawada, Purnia, Sheikhpura and West Champaran (27)	Araria, Aurangabad, Banka, East Champaran, Gopalganj, Jehanabad, Lakhisarai, Saharsa, Sheohar, Siwan, Supaul (11)	NIL
6.	Chandigarh	Entire Area of 01 district is notified.		
7.	Chhattisgarh	Baloda Bazar, Bilaspur, Dhamtari, Durg, Gariaband, janjgir-Champa, Korba, Raigarh, Raipur, Rajanandgaon, Gaurela-Pendra-Marwahi, Khairagarh-Chhuikhadan-Gandai Mohla-Manpur-Chowki, Sarangarh-Bilaigarh, Sakti (15)	Balod, Balrampur, Bastar, Bemetara, Bijapur, Dantewada, Jashpur, Kabirdham, Kanker, Kondagaon, Koriya, Mahasamund, Mungeli, Narayanpur, Sukma, Surajpur, Surguja (17)	Manendragarh-Chirmiri-Bharatpur (1)
8.	Dadra and Nagar Haveli	Entire Area of 03 districts are notified.		

	and Daman and diu			
9.	Delhi	Entire Area of 11 districts are notified.		
10.	Goa	Entire Area of 02 districts are notified.		
11.	Gujarat	Vadodara, Gandhinagar, Valsad (3)	Ahmedabad, Anand, Bharuch, Bhavnagar, Jamnagar, Junagadh, Kheda, Mehsana, Morbi, Navsari, Panchmahal, Porbandar, Rajkot, Sabarkantha, Surat, Surendranagar, (16)	Amreli, Aravalli Banaskantha, Botad Chhota Udaipur, Dahod Dang, Devbhoomi Dwarka, Gir Somnath, Kutch Mahisagar, Narmada, Patan, Tapi (14)
12.	Haryana	Entire Area of 22 districts are notified.		
13.	Himachal Pradesh	Entire Area of 12 districts are notified.		
14.	Jammu and Kashmir	Badgam, Jammu, Kathua, Pulwama, Reasi, Samba, Srinagar, Udhampur (8)	Anantnag, Bandipora, Baramulla, Doda, Ganderbal, Kishtwar, Kulgam, Kupwara, Poonch, Rajouri, Ramban, Shopian (12)	NIL
15.	Jharkhand	Bokaro, Deoghar, Dhanbad, East Sighbhum, Giridih, Koderma, Ramgarh, Ranchi, Seraikela Kharsawan (9)	Chatra, Dumka, Garhwa, Godda, Gumla, Hazaribag, Jamtara, Khunti, Latehar, Lohardaga, Pakur, Palamu, Sahibganj, Simdega, West Singhbhum (15)	NIL
16.	Karnataka	Entire Area of 31 districts are notified.		
17.	Kerala	Entire Area of 14 districts are notified.		
18.	Ladakh	NIL	Kargil, Leh (2)	NIL
19.	Lakshadweep	NIL	Kavaratti Districts (Minicoy, Agatti and Kavaratti) (1)	NIL
20.	Madhya pradesh	Bhind ,Bhopal, Burhanpur, Dewas, Dhar, Gwalior, Hoshangabad , Indore, Jabalpur, Katni, Khandwa, Khargone, Mandsaur, Morena , Neemuch, Raisen, Ratlam, Rewa, Sagar, Satna , Shahdol, Ujjain , Sehore, Guna, Shajapur, Chhindwara, Singrauli (27)	Agar Malwa, Alirajpur, Anuppur, Ashok Nagar, Balaghat, Barwani, Betul, Chhatarpur, Damoh, Datia, , Harda, Jhabua, Mandla, Narsinghpur, Panna, Rajgarh, Seoni, , Sheopur, Shivpuri, Sidhi, Tikamgarh, Umaria, Vidisha, Dindori (24)	Niwari (1)
21.	Maharashtra	Akola, Amravati, Aurangabad, Buldhana, Chandrapur, Dhule, Gondia, Jalgaon, Kolhapur, Nanded, Nagpur, Nashik, Palghar, Pune, Raigad, Sangli, Satara, Solapur, Thane, Wardha, Mumbai City,	NIL	Hingoli, Nandurbar (2)

		Mumbai suburban, Ahmednagar, Jalna, Yawatmal, Latur, Osmanabad, Parbhani, Sindhudurga, Beed, Bhandara, Gadchiroli, Ratnagiri, Washim (34)		
22.	Manipur	Imphal East, Imphal West (2)	NIL	Bishnupur, Senapati, Churachandpur, Tamenglong, Chandel, Thoubal, Kamjong, Pherzawal, Kangpokpi, Tengnaupal, Ukhrul, Noney, Jiribam, Kakching (14)
23.	Meghalaya	East Khasi Hills (Shillong), Ri Bhoi (2)	NIL	East Garo Hills, East Jaintia Hills, North Garo Hills, South Garo Hills, South West Garo Hills, South West Khasi Hills, West Jaintia Hills, West Garo Hills, West Khasi Hills, Eastren West Khasi Hills+ (10)
24.	Mizoram	Aizawl (1)	NIL	Champhai, Kolasib, Lawngtlai, Lunglei, Mamit, Saiha, Serchhip, Hnahthial, Khawzawl, Saitual (10)
25.	Nagaland	NIL	Dimapur, Mokokchung, Kohima, Chumkedima (4)	Kiphire, Longleng, Mon, Peren, Phek, Tuensang, Wokha, Zunheboto, Noklak, Shamtora, Niuland+, Tseminyu+ (12)
26.	Odisha	Angul, Bhadrak, Balangir, Bargarh (Bargarh), Balasore, Cuttack, Dhenkanal, Ganjam, Jharsuguda, Jaipur, Jagatsinghpur, Khordha, Kendujhar (Keonjhar), Koraput, Mayurbhanj, Puri, Rayagada, Sambalpur, Subarnapur, Sundargarh, Kalahandi, Debagarh, Gajapati, Malkangiri, Naupada, Kendrapara, Kandhamal, Nayagarh, Nabarangpur (29)		Boudh (Bauda) (1)
27.	Puducherry	Entire Area of 04 districts are notified.		
28.	Punjab	Entire Area of 23 districts are notified.		
29.	Rajasthan	Entire Area of 50 districts are notified.		

30.	Sikkim	East Sikkim (Gangtok), South Sikkim (Namchi) and Pakyhong (3)	NIL	North Sikkim(Mangan), West Sikkim(Gyalshing) and Soreng (3)
31.	Tamil nadu	Chennai, Virudhunagar, Tiruvarur, Namakkal, Theni, Kanyakumari, Tirupur, Tirunelveli, Cuddalore, Tenkasi, Dharmapuri, Ranipet, Erode, Ariyalur, Madurai, Vellore, Mayiladuthurai, Coimbatore, Thanjavur, Thoothukudi, Nagapattinam, Sivaganga, Ramanathapuram, Perambalur, Tiruchirapally, Krishnagiri, Chengalpattu, Karur, Salem, Dindigul, Tiruvallur, Kanchipuram, Tiruvannamalai, Viluppuram, Tirupattur and Kallakurichi Nilgiris, Pudukottai (38)	NIL	NIL
32.	Telengana	Entire Area of 33 districts are notified.		
33.	Tripura	Entire Area of 08 districts are notified.		
34.	Uttar Pradesh	Agra, Aligarh, Allahabad, Amethi, Amroha, Barabanki, Bareilly, Bijnor, Bulandshahr, Chandauli, Etawah, Farrukhabad, Fatehpur, Firozabad, Gautam Buddh Nagar, Ghaziabad, Ghazipur, Gorakhpur, Hapur, Hardoi, Hathras, Jhansi, Kanpur Dehat, Kanpur Nagar, Lucknow, Mathura, Mau Nath Bhanjan, Meerut, Mirzapur, Moradabad, Muzaffarnagar, Raebareli, Rampur, Saharanpur, Sant Kabir Nagar, Sant Ravidas Nagar, Shahjahanpur, Sitapur, Sonbhadra, Unnao , Varanasi, Lalitpur, Kushinagar, Kaushambi, Budaun, Sultanpur, Deoria, Ballia, Jaunpur, Azamgarh, Baghpat, Chitrakoot, Sambhal, Mainpuri, Etah, Lakhimpur Kheri, Balrampur, Basti, and Ayodhya (59)	NIL	Ambedkar Nagar Auraiya, Kannauj Kasganj, Bahraich, Banda, Maharajganj, Mahoba, Pilibhit, Pratapgarh, Shamli Shravasti, Gonda, Siddharthnagar, Hamirpur, Jalaun (16)
35.	Uttarakhand	Entire Area of 13 districts are notified. (Dehradun, Haridwar, Nainital, Udham Singh Nagar, Pauri Garhwal, Tehri	NIL	NIL

		Garhwal, Almora, Bageshwar, Chamoli, Champawat, Pithoragarh, Rudraprayag, Uttarkashi)		
36.	West Bengal	Entire Area of 23 districts are notified.		
	Total	Fully Notified Districts - 565	Partially Notified Districts - 103	Non-Notified Districts - 110



कर्मचारी भविष्य निधि संवत्तन
EMPLOYEES' PROVIDENT FUND ORGANISATION
भूम एव रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
मुख्य कार्यालय/Head Office
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली-110066
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi-110066
Website: www.epfindia.gov.in, www.epfindia.nic.in

No: WSU/2022/Rationalisation of work areas/Joint Declaration/256 **Dated:**

To

All ACC (HQ) Zones
All ACC Zonal offices
All Regional PF Commissioners
Office in-charge of Regions

26 MAR 2024

Sub: SOP for processing of joint declaration of member profile updation version-2 in EPFO.

Ref: Head Office Circular No: WSU/2022/Rationalisation of work areas/Joint Declaration (E- 54018)/3638 dated 22/08/2023

Madam/ Sir

Please refer to subject cited above and SOP under reference

2. In supersession of earlier SOP, competent authority has approved the SOP (version-2) on Joint Declaration of member profile updation.
3. In all such cases of joint declaration requests, field offices should do a stronger due diligence so that, cases of impersonation/identity theft or otherwise do not occur.

(This issues with the approval of CPFC)

Sushant Kandwal
RPFC-I (WSU)

SOP Number : JD/2024/1

SOP version : Version 2.0

SOP Title : Member Profile Correction/Updation process for parameters namely (1) Name, (2) Gender, (3) Date of Birth, (4) Parent Name, (5) Relationship, (6) Marital Status, (7) Date of Joining, (8) Reason of Leaving, (9) Date of Leaving, (10) Nationality, (11) Aadhaar Number.

	NAME	TITLE	SIGN	DATE
Author	Shri Sushant Kandwal	RPFC-I		
Reviewer	Shri MSKVV Satyanarayana	ACC		
Authoriser	Smt. Neelam Shami Rao	CPFC		

Effective Date:	Date of issue
Review Date:	After 1 year

READ BY			
NAME	TITLE	SIGNATURE	DATE

1. PURPOSE

- 1.1 The purpose of this document is to delineate the procedure of receipt of Joint Declarations for the correction in UAN profiles by the members and employer and the method of corrections to be followed by the Field Offices.

2. INTRODUCTION

- 2.1 The process of Joint Declaration for the correction in UAN profiles by the members is being undertaken as per various circulars, lineated in Para 11 of this document. These had certain limitations and needed to be revisited. The member data in EPFO's database may be, in some cases, incomplete or has mismatches on account of the long legacy of the paper process as well as the change of establishments by the members. Subsequent to the introduction of UAN on 01.10.2014, it has become easier and simpler to minimize both incompleteness and mismatches.
- 2.2 As the automated system is getting mature, the member data has started to throw a number of anomalies in profiles leading to rejections/failures/frauds. As a result, genuine members have to go through a long channel for corrections. The claims settlement also face certain difficulties across all offices due to various reason related to data mismatch in parameters, namely, (1) Name, (2) Gender, (3) Date of Birth, (4) Parent Name, (5) Relationship, (6) Marital Status, (7) Date of Joining, (8) Reason of Leaving, (9) Date of Leaving, (10) Nationality, (11) Aadhaar Number.
- 2.3 Further, on account of better vigilance and minimization of fraud, the necessary process for maintaining member profiles' veracity and authenticity becomes increasingly important. It is also observed that unregulated and non-standardization of processes has led to tinkering with member identities in certain cases leading to impersonation and fraud. In this regard, RBI and Banking guidelines should also be utilized by EPFO to further improve the robustness of its member KYC processes.
- 2.4 Thus, to maintain the correct profile of the member, reduce rejection of the joint declaration, and minimize fraud owing to UAN identity change, the Standard Operating Procedure (SOP) for the Joint Declaration – Member profile correction has been framed. Hereinafter, it will be referred to as SOP-Joint Declaration.
- 2.5 This SOP document is expected to evolve further with time into a properly automated and regulated IT tool-enabled system.

3. SCOPE

- 3.1 There has been no standard process defined for joint declaration handling. However, significantly, this finds a mention in circulars relating to correction

in date of birth and member profile correction. No timelines have been prescribed for completing the process of Joint Declaration (JD) when members file it for correction/ addition to the member profiles.

- 3.2 The present SOP defines the process of filing of JD application by the member, approval of JD by the Employer, its receipt in the Regional Office and its approval or rejection by the competent authority in a time-bound manner. It also prescribes the list of documents to be enclosed for changes in various parameters where the members prefer a change/addition through JD. The timeline for completion of the Joint Declaration request has also been fixed.
- 3.3 A flow chart for a complete process to be followed has been provided in Annexure-3.
- 3.4 The online tracking of JD is also proposed so that the member can know the status of his JD application easily.

4. DEFINITIONS

- 4.1 In this SOP, unless the context otherwise requires–
- 4.2 **Joint declaration:** Joint Declaration is a joint request of Employees duly authenticated by the Employer for the modification/addition of the members' basic profile parameters. The changes preferred through Joint declaration are required to be supported with requisite documents, a list of which is mentioned in this SOP.
- 4.3 **Initiator-** For the purpose of this SOP, the initiator shall be the DA/SSA/SSSA assigned by the OIC of FO, who shall be initiating all such member modification requests on the IT Interface. The initiator shall examine the JD and the supporting documents submitted and submit the same with his comments to the verifier.
- 4.4 **Verifier-** For the purpose of this SOP, the verifier shall be either SS or AO, who shall cross-check the member modification requests along with the supporting documents as mentioned in Annexure-I. The verifier shall process the documents as forwarded by the initiator and submit them with his recommendations to the approver.
- 4.5 **Approver-** For the purpose of this SOP, the approver shall be RPFC- I/RPFC-II/APFC/AO/SS as per Table 3 below. The approver shall be the competent authority to approve the member modification request after verifying all the supporting documents as mentioned in Annexure-I.

- 4.6 **Parameter:** The 11 Parameters where changes/updation can be preferred are mentioned in Table 1;

TABLE-1**PARAMETERS WHICH ARE CORRECTED/UPDATED**

Sr. No.	Parameter
1	Member name
2	Gender
3	Date of birth
4	Parent Name (edited in this version)
5	Relationship
6	Marital status
7	Date of Joining
8	Reason of leaving
9	Date of leaving
10	Nationality
11	Aadhaar number

- 4.7 **Classification of changes:** For the purpose of assigning tasks to the competent authority, the changes are classified as major and minor changes in the 11 Parameters as in Table 2;

TABLE-2

Sr. No.	Parameter	Type Of Change	Description Of Correction/Change
1	Member Name	Major	1. If more than 2 alphabets change and the name also gets changed phonetically. 2. if less than 2 alphabets change and the name also gets changed phonetically. 3. If expanding the name.
		Minor	1. If 2 or less than 2 alphabets get changed and the name not changing phonetically. 2. If adding surname in case of female after marriage. 4. If removing salutations like Shri, Dr. Mr. Mrs., Miss etc.
2	Gender	Minor	Male/Female/Others change

3	Date of Birth	Major	>3 Years
		Minor	< =3 Years
4	Parent Name (edited in this version)	Major	1. If more than 2 alphabets change and the name also gets changed phonetically. 2. If inserting a name for the first time. 3. If expanding the name.
		Minor	1. If 2 or less than 2 alphabets get changed and the name not changing phonetically. 2. If removing only salutations like Shri, Dr., Mr., Mrs., Miss etc.
5	Relationship	Minor	Father//Mother change
6	Marital Status	Major	Change after the death of member
		Minor	All other cases
7	Date of Joining	Major	Change after the death of the member
		Minor	All other cases
8	Reason of Leaving	Major	Change after the death of the member
		Minor	All other cases
9	Date of Leaving	Major	Change after the death of the member
		Minor	All other cases
10	Nationality	Major	Non-SSA to SSA country
		Minor	1. Non-SSA to non-SSA country change 2. SSA to SSA country change 3. SSA to non-SSA country change
11	AADHAAR	Major	All types of changes or updation related to Aadhaar

4.8 **Competent Authority:** The competent authority, with respect to these 11 parameters, to approve minor and major corrections has been specified in the SOP. Table-3 and 4 have a list of all such authorities who are authorized to approve these changes/updation. The competent authority must exercise complete caution, control and exercise and due diligence to satisfy himself/herself before approving a JD request.

4.9 **Documentary Proof:** All minor and major corrections requests will have to be supported by documentary proof as prescribed in Annexure-I.

- a) For Minor Changes, at least two documents are required from the list of documents attached in Annexure-I with relevant parameters of the change.

- b) For Major Changes, at least three documents are required to be provided by the applicant from the list of documents attached in Annexure-I with respect to the relevant parameters in those changes

5. ROLES AND RESPONSIBILITIES

- 5.1 Member will be responsible for submitting the JD application from his unified portal login. All the requests will be time-stamped, and IP will be recorded. All uploaded documents will be stored on the server for future reference.
- 5.2 Once the request is submitted then, it will reflect in the employer login. An e-mail to this effect will also be automatically sent to the employers' registered e-mail. Member can only get the data corrected for those member accounts which are generated by his present employer. No employer will have any modification rights for member accounts belonging to other/previous establishments.
- 5.3 Employers will get the member modification request online from the member portal and also be informed through e-mail. Employer will check the veracity of the documents uploaded by the member and then upload the required documents related to the said request, which are available with him as per the list of documents mentioned in Annexure-1 of this SOP.
- 5.4 The competent authorities specified for initiating, verifying, and approving in major and minor corrections are as below: -

TABLE- 3 (Minor Corrections)

Sr. No	Parameter	Approver	Verifier	Initiator
1	Member Name	RPFC-II/APFC	SS	DA
2	Parent Name	RPFC-II/APFC	SS	DA
3	Nationality	APFC	SS	DA
4	Date of Birth (<=3 years)	AO	SS	DA
5	Marital Status	-	SS	DA
6	Date of Joining	AO	SS	DA
7	Date of Leaving	AO	SS	DA
8	Reason of Leaving	AO	SS	DA
9	Gender	-	SS	DA
10	Relationship	-	SS	DA

TABLE-4 (Major Corrections)

Sr. No	Parameter	Approver	Verifier	Initiator
1	Aadhaar	OIC	AO	DA
2	Member Name	OIC	AO	DA
3	Parent Name	OIC	AO	DA

4	Date Of Birth (>3 Years)	RPFC-II/APFC	SS	DA
5	Nationality	RPFC-II/APFC	SS	DA
6	Date Of Joining	RPFC-II/ APFC	SS	DA
7	Date Of Leaving	RPFC-II/ APFC	SS	DA
8	Reason Of Leaving	RPFC-II/ APFC	SS	DA
9	Marital Status	AO	SS	DA

- 5.5 During the course of the JD request processing, if there appears to be a requirement for getting the verification of cases done through EO, then in such cases, the competent authority must record his reasons and directions on the IT interface before forwarding it to the concerned EO. EO will see such cases in his login on the FO interface. EO must upload his findings/report in PDF format on FO Interface, and the same shall land in the login of the approving authority. Facility for the same has been made available in the FO interface login of the EO. Allotment of such cases may be done to ensure equitable distribution of such references among EOs.
- 5.6 The EO report in the scanned format must bear the signature and stamp of the EO.
- 5.7 The concerned Dealing Assistant shall be responsible for initiating JD requests and for checking/verifying the documents. The DA shall ensure that the said request is processed within the stipulated time limit as defined in this SOP.
- 5.8 The concerned authorities mentioned above, RPFC-I, RPFC-II, APFC, AO, and SS, shall be responsible for processing the change/updation request. The said authorities shall recheck the documents submitted along with the request and shall process the same within the stipulated time limit as defined in this SOP. For all cases which have been approved, the concerned authorities shall have complete responsibility and, therefore, should exercise complete due diligence, including the veracity of the documents submitted, before approving any request.
- 5.9 IS Division will provide a digital process, which will land in the employer's login before coming to field offices. It is necessary that the e-sign of the employer or employee authorized by the employer for this purpose through a declaration in this regard is accepted.
- 5.10 A Dashboard of such approved requests will be made available at all levels for periodic evaluation and audit by the approving authorities.
- 5.11 The OIC will do a daily basis review of JD requests received or rejected/approved in the office. The OIC will ensure that such requests are not rejected without valid reasons.
- 5.12 ACC Zone will monitor such requests on a weekly basis and will also sample

out cases so that chances of fraud do not arise.

- 5.13 Finance Division in Head Office will monitor the Zone-wise performance in this regard on a fortnightly basis.
- 5.14 The ISD will enable a separate category of grievances related to JD requests on the EPFiGMS portal where members can file their grievances. The concerned OIC will regularly monitor the grievances under this category.

6 SPECIFIC PROCEDURE

- 6.1 The member has to log in to the member portal, wherein a tab for JD will be available. Once he clicks on this joint declaration tab, an OTP will be sent to his UIDAI-linked mobile number. On submitting this OTP, the page with the form of Joint Declaration will open on the screen of the member. The member can then submit the required details with the supporting documents as indicated in Para 4.9 duly attested by him as per Annexure-I. The request, once submitted by the member, shall land in the employer's login and will also be shown on his dashboard. An auto e-mail will be sent to the employer.
- 6.2 The employer shall verify the details with his own records and that Annexed with the request. In case he finds something is lacking/missing, he will return it with his comments to the member and the member will get intimation in his login that his form has been returned. In case the employer finds the JD request proper, the same shall be approved digitally using the e-sign facility. Employers will also have the option to upload additional documents supporting the corrections. Once the Employer submits the JD, it shall reflect in the EPFO IT application DA's login in the concerned field Office.
- 6.3 The JD request will land from the employer's login to EPFO IT Applications DA's login. On opening the required tab, the JD form with the employer's comments will be opened before in DA's window who will initiate the request. The DA shall process the request and see if it is categorized correctly into minor, if not classified properly, then he shall convert it into major. After his initial remarks on the veracity of the documents and the employer's comments, he will send them to the verifier for verification. He will also clearly indicate whether or not this case has any deficiencies in documentation and thus requires returning for correction.
- 6.4 Once the request is in the login of the verifier, he will check the documents again. In case there is a deficiency pointed out by the initiator requiring a return, or he finds a deficiency that requires correction, he may return the case to the employer for correction. In such cases, the message will also be sent to the member. In cases where the verifier is satisfied that the JD request is complete in all respects, he will send it to the approver.
- 6.5 The approver will examine employer, initiator, and verifier remarks and, if satisfied, shall approve the request, and the changes shall be incorporated.

In case he is not satisfied, the case will be rejected specifying the grounds of rejection.

- 6.6 In exceptional cases, the approver may refer the case to the EO for additional information. The approving authority will clearly state the reasons in such cases before sending it to EO.
- 6.7 Requests marked to EO will land in their login. The EO will then submit the requisite report to the Approving Authority.
- 6.8 All the basic changes in the member profile, such as name, parent name, date of joining, date of birth, gender, nationality, and Aadhaar number, have to be corrected in one go. All such JDs shall be returned to the member to seek corrections in a single JD. When multiple parameters requiring different approving authorities are being changed/modified through the JD request, it will be considered a Major change and the highest approving authority from the respective authorities shall be the approving authority for such case.
- 6.9 Any online request for JD received from employees for the following special categories of establishment shall be dealt with as under:

Table-5

S.NO	Case	Description
1	The establishment is marked as closed	JD will be received in the form attached in Annexure-II, signed by the member/employee and from any one of the authorities mentioned in para 6.15 of this document. Once received in the office, then the JD will be scanned and uploaded in the FO interface by the office. A registered JD letter and an e-mail will be sent to the authority who has signed the JD to confirm the antecedents of the signing authority on his / her official email and address. On receipt of Authority confirmation from the concerned, the same will be handled online on the FO interface as mentioned above.
2	Where the establishment is not marked as closed	The establishment will be marked as closed based on EO's report, and thereafter, the process mentioned in Sr.no.-1 above will be used to further process the case.
3	Member is dead	JD form will be signed by Nominee as mentioned in Form-2. Thereafter,

		Dealing Assistant will scan the JD, and it will be further processed in the FO interface as mentioned in Para 6 above, with the option to revert the request to the establishment for any query online. In case there is more than one nominee in Form-2, then the consent of all nominees/family members/Legal heirs will be required for filing the JD request. The rest of the process remains the same.
--	--	---

6.10 In case of the death of a member without an Aadhaar, then the nominee's Aadhaar will be saved in the system, and the nominee may be allowed to sign the JD form. Other processes will remain the same. There may be cases where the deceased member has not filed a nomination during his lifetime. In the absence of a valid nomination, one of the family members/legal heirs of the member may be allowed to attest the JD and submit his/her Aadhaar with the consent of other family members/legal heirs.

6.11 Cases in which

- Members do not have UAN or
- Members have UAN and seeded with Aadhaar, but the Aadhaar details mismatch with the office records, and the UAN is not activated or
- Member's UAN is not linked with Aadhaar;

As the member will not be able to login to the member portal to submit joint declarations, the employers shall have the option to upload the member profile correction request along with the necessary documents. The remaining process shall be governed as mentioned in Para 6.2 to 6.8 of this SOP. (Inserted in the SOP version 2)

6.12 The frequency for which corrections can be made in various parameters is listed in Table 6 below: -

TABLE-6

Sr. No.	Parameter	Number Of Times Changes Allowed
1	Member name	1
2	Gender	1
3	Date of birth	1
4	Parent Name	1
5	Relationship	1
6	Marital status	2
7	Date of Joining	1

8	Date of leaving	1
9	Reason of leaving	1
10	Nationality	1
11	Aadhaar number	1

6.13 During the normal course, a member may be allowed to seek changes in upto five (05) parameters out of the above 11, whether submitted through single or multiple JD requests, lest such changes may lead to a complete change in the identity of the individual and may result in fraud. In case the changes are in more than five parameters, the matter will be thoroughly examined by the OIC, and only after duly recording the reasons in the file such cases should be processed.

6.14 The number of changes allowed in various parameters should be strictly as per Table 6. However, in case of any exception, the matter will be thoroughly examined by the OIC, and only after duly recording the reasons in the file such cases should be processed.

6.15 Authorities to attest the claims in case of closed establishment.

Updated List: Magistrate, A Gazetted Officer, Post/Sub post master, Member of Parliament, Legislative Assembly, Member of Municipalities and Municipal Corporations, Member of Central Board of Trustees, Regional Committee, Employee's Provident Fund, Manager of the Bank in the Bank Account of the claimant is maintained, Head of any recognized educational institution, Village Panchayat Head or Mukhiya or its equivalent authority (for rural areas), Village Panchayat Secretary or VRO or equivalent (for rural areas), Tehsildar, Any authorized official as may be approved by the Commissioner.

6.16 Miscellaneous

- i. Once the changes are approved, the photo of the member as retrieved by EPFO IT interface with UIDAI Aadhaar data shall also be made visible in the member profile on his member portal and also on the IT interface of various authorities as mentioned under Tables 3 and 4 of this document while viewing his/her UAN profile.
- ii. The total number of corrections and the details of corrections carried out in the past shall be visible in the member's KYC details. This should also be available in each login while processing and approving the JD.
- iii. It may also be ensured by the system that the employer should have an active E-sign and should be the person as defined under section 2(e) of EPF and MP Act, 1952

- iv. All SMS and emails should be sent to the mobile no which is linked to UIDAI Aadhaar at every stage of the process.
- v. Every single change in the Joint declaration should be securely kept in Archives with necessary safeguards. The DA should invariably be provided with details of past changes of that particular case, whenever it comes for correction/updation.
- vi. Information Services Division should ensure that OTP-based login is enabled at every stage in field offices.

6.17 IT INTERFACE PROCESS FLOW

Step by step process flow for this functionality is attached as Annexure-III.

7. FORMS AND TEMPLATES TO BE USED

All forms are to be finalized after IT interface is developed for accepting changes for changing 11 parameters.

- 7.1 Copy of the existing form for JD request is attached as Annexure- II.

8. TIMELINES FOR COMPLETING THE JD

Minor Request	T+7 days from the date of receipt to FO interface login of the Dealing Assistant
Major Request	T+15 days from the date of receipt to FO interface login of the Dealing Assistant
For cases referred to EO	Additional 3 days' time for each type of request.
Note- If JD gets reverted back to the employer, then the request time will start once it is received back in the login of the concerned official.	

9. MONITORING MECHANISMS

- 9.1 At the Regional Office level, the RPFC-I will be responsible for monitoring the timeline. Further, he will undertake the audit of changes on the basis of data and classify establishments from whom a larger number of applications are flowing. In these establishments, a camp/webinar for awareness should be launched. This data, if made available to all field offices, enables the officials to do an internal audit of the modifications made in their offices. This SOP makes a provision for this data in Excel format from the MIS login. This audit

brings out the pattern of establishments which can be used to take key decisions in assigning them to officials based on load and severity analysis.

- 9.2 A detailed MIS dashboard at all levels of IT interface will be developed. Dashboard in the member login to inform the member about the total requests she/he has raised from her/his login. Employer will also have list of all such requests which have been forwarded from his login to the field office.
- 9.3 Employers will also have a dashboard of requests which are pending in his login beyond 7 days. SMS will also be sent to such employers to prompt them to do the needful in respect of the pending requests so that the employer proactively clears the pendency in their login.
- 9.4 In the FO-interface login of RPFC-I, all the requests processed by RO will be visible with the option to filter them on various parameters. This report will be used by RPFC-1 to do an audit of the entire office for changes made in RO. The periodic review report of RPFC-1 will be uploaded to FO interface. This report will be preserved FO interface for future reviews/audits. Furthermore, this report will be used to make systemic improvements in the FFO interface based on input from the field offices.
- 9.5 In addition to the above, at the Field office level, there is a proposed MIS dashboard for all FO-interface logins that are involved in the processing of member modifications. The various parameters which are required to be made part of such a dashboard on the FO interface are mentioned below.

- 1) *MEMBER ID*
- 2) *MEMBER IP, TIMESTAMP*
- 3) *OLD DATA*
- 4) *NEW DATA*
- 5) *ESTABLISHMENT IP, TIMESTAMP*
- 6) *ESTABLISHMENT REMARK*
- 7) *DA NAME*
- 8) *DA IP DETAILS*
- 9) *DA TIMESTAMP*
- 10) *DA REMARK*
- 11) *SS NAME*
- 12) *SS IP DETAILS*
- 13) *SS TIMESTAMP*
- 14) *SS REMARK*
- 15) *RPFC-I/RPFC-II/APFC NAME*
- 16) *RPFC-I/RPFC-II/APFC IP DETAILS*
- 17) *RPFC-I/RPFC-II/APFC TIMESTAMP*
- 18) *RPFC-I/RPFC-II/APFC REMARK*
- 19) *UPLOADED DOCUMENTS*

- 9.6 At Zonal Office level, a report of the entire zone will be available in the FO interface login of the Zonal ACC. This report will be used to carry out an analysis of the changes made in the zone. This report will also be used for carrying out a periodic review of ROs under the Zone. Detailed reports of such reviews will be uploaded in the FO interface login of the Zonal ACC. This will create a reviewing mechanism for the Head Office based on the report of Zone uploaded on the FO interface. This report will also act as input for bringing out further improvements in the FO interface. All such reports will be preserved for future reference and analysis.
- 9.7 Similarly, the Finance Division and Concurrent Audit Cell of the Head Office will have a login in the FO interface wherein all India data related to changes carried out by field offices will be visible along with the review reports of the Zones and Field Offices. At the Head office level, a report of the entire country will be available for audit purposes. This multi-level auditing will keep the entire modification process under check and also provide useful data for investigation of any attempted misappropriations.

10. INTERNAL AND EXTERNAL REFERENCE

10.1. INTERNAL REFERENCES

- i. Circular bearing number PENSION-3/8/OR/1/2005/69869 dated 12/12/2006 dated 12-12-2006
- ii. Circular bearing number WSU/9(1)2013/Settlement of Claims/TC/15765 dated 2-12-2013
- iii. Circular bearing number Manual/Amendment/2011/Part/27219 dated 24-3-2014
- iv. Circular bearing number WSU/Inoperative Accounts/2016/10296 dated 6-9-2016
- v. Circular bearing number Non-adherence to the instructions for sanction and disbursement of pension under EPS, 1995 by field offices HO No. Pension-I/Instructions/Guidelines/2016/11900 dated 07-10-2016
- vi. Circular bearing number WSU/10(1)2013/Changes in MAP/21475 dated 16-11-2016
- vii. Circular bearing number Change of date of birth of Employees Pension Fund member HO No. Pension-II/Instructions/Guidelines/2016-17/33314 dated 10-03-2017
- viii. Circular bearing number HO No. Pension-I/Instructions/Guidelines/2017/8351 dated 07-08-2017
- ix. Circular bearing number Change in Date of Birth of Employees' Pension Fund Members HO No. Pension-I/Instructions/Guidelines/2017/11518 dated 04-09-2017
- x. Circular bearing number WSU/10(1)2013/Changes in MAP/3949 dated 01-11-2017
- xi. Circular bearing number NDC/2017/UAN/Pt./2741 dated 21-11-2017
- xii. Circular bearing number Pension-I/Instructions/Guidelines/2017/20225 dated 12.12.2017

- xiii. Circular bearing number WSU//37(1)2019/DOB dated 3-4-2020
- xiv. Circular bearing number WSU/KYC/Correction Process (E-15189)/2874 dated 12-2-2021

10.2 EXTERNAL REFERENCES

Below mentioned departments have been studied for the process they follow to make corrections in data with them to make recommendations for the present SOP.

- i. UIDAI
- ii. RBI
- iii. ESIC
- iv. SBI
- v. PAN
- vi. Passport Issuing Authority
- vii. Municipal Corporation of Gurugram (MCG)

11. CHANGE HISTORY

- 11.1. This is the 2nd version of the SOP.
- 11.2. Earlier version- issued vide circular no: WSU/2022/Rationalisation of Various Work Areas/ Joint Declaration/3638 dated 23.08.2023.

ANNEXURE-I

LIST OF ACCEPTABLE DOCUMENTS FOR GETTING CORRECTED / UPDATING THE PARAMETERS AS MENTIONED ABOVE. FOR THE SAKE OF CONVENIENCE, THE SERIAL NUMBER OF PARAMETER IS USED IN THE SAME MANNER AS HAS BEEN USED IN ABOVE CIRCULAR

Table-A (Name and Gender)

1. Name, 2. Gender	
S.NO	Name of Document
1.	Aadhaar (mandatory)
2.	Passport
3.	Death Certificate
4	Birth Certificate
5	Driving License
6	Service photo identity card issued by Central Govt./State Govt./ UT Govt./ PSU/ Banks
7	School Leaving Certificate (SLC)/ School Transfer Certificate (TC)/ SSC certificate/Mark Sheet issued by board/ University containing name (edited in the SOP version-2)
8	Bank Pass Book having name and Photograph Cross Stamped by bank official
9	PAN Card/ e-PAN
10	Ration / PDS photo Card
11	Voter ID/ e-Voter ID
12	Pensioner Photo Card/Freedom Fighter Photo Card
13	CGHS/ ECHS/ / Medi-Claim Card with Photo issued by State/ Central Govts./ PSUs/ Rashtriya Swasthya Bima Yojana (RSBY) Card
14	ST/ SC/ OBC certificate with photograph ST/ SC/ OBC certificate with photograph
15	For Full name/first name change requests: PF Member to submit the Gazette notification of new name along with any supporting document of old name with photograph (Even for 1st instance of the Full name/ first name change)
16	Valid Visa along with Foreign Passport (valid only) issued in case of other Foreign Nationals

17	Freedom Fighter Card having photo
18	Copy of Person of Indian Origin (PIO) card issued by Government of India
19	Copy of Overseas Citizen of India (OCI)card issued by Government of India
20	Tibetan Refugee Card (Accompanied by one more ID)

Table-B (Date of Birth)

3. Date of Birth	
S.No	Name of Document
1	Birth Certificate issued by the Registrar of Births and Deaths.
2	Marksheet issued by any recognized Government Board or University. School Leaving Certificate (SLC)/ School Transfer Certificate (TC)/ SSC certificate containing Name and Date of Birth
3	Certificate based on the service records of the Central/State Government Organizations.
4	In the absence of proof of date of birth as above, Medical Certificate issued by Civil Surgeon after examining the member medically and supported with an affidavit on oath by the member duly Notarized. (Inserted in the SOP version-2)
5	Aadhaar
6	Passport
7	PAN by IT department
8	Central/ State Pension Payment Order
9	CGHS/ ECHS/ Medi-Claim Card issued by Centre/ State/ UTs Govts./ PSU having Photo & Date of Birth
10	Domicile Certificate issued by the Government
11	Ration Card/PDS Card of the member.

Table-C (Parent Name and Relationship)

4. Parent Name, 5. Relationship	
S.NO	Name of Document
1	Passport of member (edited in the SOP version-2)
2	Ration card/PDS Card of the member (edited in the SOP version-2)
3	CGHS/ECHS/ Medi-Claim Card with photo of member issued by Centre/ State Govts./ PSUs.
4	Pension Card of member (edited in the SOP version-2)
5	Birth Certificate of member issued by Registrar of Birth, Municipal Corporation, other notified Local bodies, Government bodies like Taluk, Tehsil etc.
6	Marriage Certificate of member issued by the Government
7	Photo ID card of member issued by Central/ State Govt. like Bhamashah, Jan-Aadhaar, MGNREGA, ARMY Canteen card etc.
8	Aadhaar Card of member bearing parent name (Inserted in the SOP version-2)
9	PAN card of member (Inserted in the SOP version-2)
10	10 th or 12 th School certificate/marksheet of the member bearing father/mother name (Inserted in the SOP version-2)
11	Driving License of member (Inserted in the SOP version-2)

Table-D (Marital Status)

6. Marital Status	
S.NO	Name of Document
1	Marriage Certificate issued by the government/Local Bodies like Municipality/ Gram Panchayat (edited in the SOP version-2)
2	Aadhaar Card
3	Divorce Decree
4	Passport
5	Affidavit on oath by the member duly Notarized (Inserted in the SOP version-2)
6	Ration Card/PDS Card (Inserted in the SOP version-2)
7	Voter ID Card (Inserted in the SOP version-2)

Table-E (Date of Joining)

7. Date of Joining	
S.No	Name of Document
1	Employee register
2	Attendance register
3	Appointment letter or any other document as establishment maintain under any central or State labour act
4	Letter of establishment on their letter head clearly stating the date of joining and duly signed by Employer or the authorized signatory supported by ECR of the employee during the said period

Table-F (Reason of Leaving)

8. Reason of Leaving	
S.NO	Name of Document
1	Resignation letter
2	Letter from establishment on their letter head clearly stating the reason of leaving supported by ECR of the employee during the said period
3	Termination letter issued to employee
4	Any document as establishment deems fit to establish exit reason of employee duly signed by the Employer or the authorized signatory of the establishment on their letterhead

Table-G (Date of Leaving)

9. Date of Leaving	
S.NO	Name of Document
1	Resignation letter/termination letter
2	Experience certificate or any other document as establishment maintain under any central or State labour act
3	Wage slip/salary slip/full and final letter
4	Letter of establishment on their letter head clearly stating the date of joining and duly signed by Employer or the authorized signatory

Table-H (Nationality)

10. Nationality	
S.NO	Name of Document
1	Copy of passport
2	Copy of Person of Indian Origin (PIO) card issued by Government of India
3	Valid Long Term Visa (LTV) along with Foreign Passport (valid or expired) of origin country issued to minorities communities of Afghanistan, Bangladesh and Pakistan namely Hindus, Sikhs, Buddhists, Jain, Parsis and Christians
4	Valid Visa along with Foreign Passport (valid only) issued in case of Foreign Nationals
5	Tibetan Refugee Card (Accompanied by one more ID)

Table-I (Aadhaar)

11. Aadhaar	
S.NO	Name of Document
1	Aadhaar card/e-aadhaar card with linked active mobile phone

ANNEXURE-II

(On letter pad of Establishment)

Joint Declaration Form

I..... having
UAN.....
PF account.....and Aadhaar..... is/
was with establishment M/S..... The personal details
furnished to EPFO earlier were found to be incorrect/blank, and therefore request
for change/Updation in the member profile as follows.

S.No	Details/particulars	Incorrect details	Correct details
1	Aadhaar		
2	Name		
3	DOB		
4	Gender		
5	Fathers/Mothers		
6	Relationship		
7	DOJ		
8	DOL		
9	Reason of leaving		
10	Marital Status		
11	Nationality		

I..... s/o....., authorized signatory of
the establishment, have verified the request, document attached and the
records of the establishment and certify that the facts mentioned above
are correct. I am also enclosing,
.....,
and (documents of Establishment) in support of the
request of the employee mentioned above.

We..... (Employee) and
.....

(Authorized Signatory) hereby declare we have not concealed any facts
and the above- mentioned facts are correct. We also indemnify that in
case of wrong payment/over payment/under payment because of the
above furnished information shall be jointly held responsible.

Authorized signatory**Name of the member**

***In case of closed/non-traceable establishment where
authorized signatory is not available.***

I(mention the authority/post)residing
at

.....

...

....Certify that(name of PF member) is known
to me and I have verified all the documents with originals attached with this
request for change.

Name of the
authority Seal
of authority

Back side of the page should contain

- (1) Definition of major minor changes
- (2) List of documents to be attached
- (3) Authorities to attest JD in case of closed/non-traceable Establishment

ANNEXURE-III

Step 1: Member will login through his UAN/Password on MemberInterface of Unified Portal

<https://unifiedportal-mem.epfindia.gov.in/memberinterface/>

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Universal Account Number (UAN)
MEMBER e-SEWA

Dear EPF Members !!

- Member Passbook service is available at www.epfindia.gov.in [Our Services >> For Employees >> Member Passbook]
- Aadhaar Based Online Claim Submission
- Seeded Aadhaar against activated UAN is mandatory for online claim submission.
- Other frequently used services are available at www.epfindia.gov.in

Benefits of Registration

- Download/Print your Updated Passbook anytime.
- Download/ Print your UAN Card.
- Update your KYC information.

NOTE

- Members with authenticated Aadhaar and Bank details linked against their UAN can now submit their PF Withdrawal/Statement/Transfer claims online.
- One mobile number can be used for one registration only.
- A member can view the passbooks of the EPF accounts.

Important Links

- Activate UAN
- Know your UAN status
- UAN Allotment

UAN: 1009 9450 7718 / Mr. NEERAJ KUMAR
Password:
Captcha: H Z P Y G
Sign in Reset
Forgot Password

Step 2: Click on "Manage>Modify Basic Details".

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN: 1009 9450 7718 / Mr. NEERAJ KUMAR
Logout

Home View Manage Account Online Services

Manage

- CONTACT DETAILS
- KYC
- MODIFY BASIC DETAILS

UAN Card

More Info

Member Profile

UAN	100994507718
Name	Mr. NEERAJ KUMAR
Birth Date	11/01/1988
Gender	MALE
Mobile No.	9876543210
E-mail	N.KUMAR@EPFO.INDIA
Last Updated	11/01/2022
Password Change Date	11/01/2022

Alert

15 of 24 - Clipboard
Item not Collected. Delete items to increase available space.

Step 3: Please provide the correct details for any of the 11 parameters as per Aadhaar (System will verify the details entered with UIDAI- Aadhaar Data for parameters which are there in UIDAI database)

Problem; at present following discrepancy has been observed;

1. In member screen only 4 fields are available for change.
2. Limited upload options.
3. No list of acceptable documents available against each parameter.

Solution; In this screen below fields may be added with upload option with each field with list of acceptable documents. option to provide clarification sought by EPFO RO/SRO with status;

1. Parent Name
2. Relation
3. Date of Joining
4. Date of Leaving
5. Reason of Exit
6. Marital Status
7. Nationality

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN : 1003 4100 5253 / Mr. SATISH CHANDRA PANDEY

Home View Manage Account Online Services

Modify Basic Details

N version 13 Please Enter Aadhaar no. *	Not Available	83 00 00 00 00 00 00 00
Name *	Details As per UAN	Changes requested **
Date of Birth *	23/05/1987	01/07/1987
Gender *	Male	<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender
Is Establishment Closed?	<input checked="" type="radio"/> No <input type="radio"/> Yes	
Select Employer:	MADHVA COATS LTD. (OSNH000000000000)	

Update Details

**Note: Changes requested should be as per Aadhaar

©2015. Powered by EPFO s Thu 16 Nov 2017 (SV 1.1.13) Contact Us FAQs

Step 4: On clicking "Update Details" on previous screen, request will be submitted to employer for further approval. Before submission by employer, employee can withdraw the request by pressing "Delete Request"

The screenshot shows the EPFO Unified Portal interface. At the top, there is a header with the EPFO logo, the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". A green bar on the right displays the UAN number and a "Logout" link. Below the header is a navigation menu with "Home", "View", "Manage", "Account", and "Online Services". The main content area is titled "Pending requests" and contains a table with the following data:

Reference Number	Establishment Name	Details	Present Status	Action
2	MA [REDACTED]	View	Pending at employer	Delete request

At the bottom of the page, there is a footer with the copyright notice "©2015. Powered by EPFO's Thu 16 Nov 2017 (SV 1.1.13)" and links for "Contact Us" and "FAQs".

Step 5: Employer will login to Employer Interface of Unified Portal

Present Problem; In employer screen option to upload documents not there.

Solution; Option to upload documents may be provided on this screen against each modified option.

<https://unifiedportal-emp.epfindia.gov.in/epfo/>

The screenshot shows the EPFO Unified Portal Employer Interface. At the top, there is a header with the EPFO logo, the text "Employees' Provident Fund Organisation, India" and "Ministry of Labour & Employment, Government of India". A green bar on the right displays the UAN number and a "Logout" link. Below the header is a navigation menu with "Home", "View", "Manage", "Account", and "Online Services". The main content area is titled "Establishment Sign In" and contains a form with the following fields:

- Establishment Name (text input)
- Establishment Password (password input)
- Sign In (button)
- Reset (button)

Below the form, there are links for "Forgot Password" and "Unlock Account". To the left of the form, there is a section titled "Instructions" with the following text:

- Please create your permanent login id and password of your choice after the first login.
- In case you have forgotten the password/login id, use Forgot Password link to get the same through SMS on your registered mobile number.
- In case your account is locked due to repeated use of wrong password, use Unlock account link.

At the bottom of the page, there is a footer with the copyright notice "©2015. Powered by EPFO's Thu 16 Nov 2017 (SV 1.1.13)" and links for "Contact Us" and "FAQs".

Step 6: Employer can view the change requests submitted by employees by clicking on "Member>Details Change Request"

The screenshot shows the EPFO portal interface. The top navigation bar includes 'Home', 'Member', 'Establishment', 'Payments', 'Dashboards', 'User', 'Admin', and 'Online Services'. The 'Member' dropdown menu is open, showing options like 'MEMBER PROFILE', 'REGISTER-INDIVIDUAL', 'REGISTER-BULK', 'KYC-BULK', 'EXIT-BULK', 'APPROVALS', 'APPROVE MISSING DETAILS', 'AADHAAR VERIFICATION', 'PAN VERIFICATION', and 'DETAILS CHANGE REQUEST'. The 'DETAILS CHANGE REQUEST' option is highlighted. The right sidebar shows the 'Employer Profile' for 'MADURA COATS LTD' with details like 'Est. Id', 'PF', 'Pension', 'EDLI', 'Address', and 'PF Office'. The bottom status bar shows 'October Payments ...csv' and a 'Show all' button.

Step 7: Employer can view the online requests received from employees and can thus take appropriate action by giving the proper remark.

The screenshot shows the 'Requests Processed by Employer' section of the EPFO portal. It includes a search bar for 'Enter UAN:' and a 'Search' button. Below the search bar is a table with the following columns: Reference Number, UAN, Member ID, Name as per UAN, Entity, Present entries, Proposed changes, Approve, Reject, and Remark. The table contains one row with the following data:

Reference Number	UAN	Member ID	Name as per UAN	Entity	Present entries	Proposed changes	Approve	Reject	Remark
2	100...	DSNHR...	SA...	Aadhaar	63...	63...	Approve	Reject	may be changed

Below the table, there is a note: "Note: Please submit remark for rejecting". The bottom section is titled 'Requests Processed by Employer' and includes another search bar for 'Enter UAN:' and a 'Search' button. Below this is another table with the following columns: Reference Number, UAN, Member ID, Name as per UAN, Entity, Present entries, Proposed changes, and Status.

Step 8: After approval of request, employer can see the latest status of request.

The screenshot shows the EPFO portal interface. At the top, there is a navigation bar with links: Home, Member, Establishment, Payments, Dashboards, User, Admin, and Online Services. Below the navigation bar, a message states "NO RECORDS FOUND". The main section is titled "Requests Processed by Employer" and contains a search bar with the label "Enter UAN:" and a "Search" button. Below the search bar is a table with the following columns: Reference Number, UAN, Member ID, Name as per UAN, Entity, Present entries, Proposed changes, and Status.

Reference Number	UAN	Member ID	Name as per UAN	Entity	Present entries	Proposed changes	Status
1	100-1234567890	DSN-12345678901234567890	HARSH VARDHAN KAUSHIK	Name:	HARSH VARDHAN KAUSHIK	HARSH VARDHAN KAUSHIK	Approved by employer -> Pending at field office
2	100-1234567890	DSN-12345678901234567890	SANJAY CHANDRA PANDEY	Aadhaar:		65-1234567890	Approved by employer -> Pending at field office
				Name:	SANJAY CHANDRA PANDEY	HARSH VARDHAN KAUSHIK	
				DOB:	23-JAN-1985	01-JAN-1967	

Step 9: After approval of request by employer, request will appear as a task in login of Dealing Assistant, of concerned EPFO office, in the Field OfficeInterface of Unified Portal.

The screenshot shows the EPFO portal login interface. At the top, there is a navigation bar with links: Home, Member, Establishment, Payments, Dashboards, User, Admin, and Online Services. Below the navigation bar, there is a "Welcome!!" message and an "Admin Login" button. The main section is titled "Sign In" and contains a login form with the following fields: Username, Password, and a Captcha field. Below the Captcha field are "Sign in" and "Reset" buttons. At the bottom of the login form, there are links for "Forgot Password" and "Unlock Account".

Step 10: Dealing Assistant can login and view the online change requests by clicking "Member>Details Change Request"

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Welcome 105690 | Language: Hindi | English | Logout

Pending requests

Enter UAN:

Reference Number	UAN	Member ID	Name as per UAN	Entity	Present entries	Proposed changes	Remark ⁴⁴	Recommendation	Action	Choose case	Remarks	
2	100 [redacted]	DSI [redacted]	SATISH CHANDRA PANDEY	Aadhaar:		63 [redacted]	May be approved	<input checked="" type="radio"/> Recommend for approval <input type="radio"/> Recommend for rejection	<input type="button" value="Submit"/>	<input type="radio"/> Minor <input checked="" type="radio"/> Major	-	
					Name:	S [redacted] C [redacted] P [redacted]	H [redacted] V [redacted] K [redacted]					
					DOB:	2 [redacted]	01 [redacted]					

Note: Please submit remark for rejecting

Processed Requests

Step11: After due verification Dealing Assistant can submit his/her recommendations to Section Supervisor.

Present Problems;

1. DA screen not having documents from establishment side.
2. No option to upload EO report in cases referred to EO by approving authority.
3. No dashboard with DA to see all past cases.
4. AO login not available.

Solutions;

1. Establishment to be given option to upload documents.
2. EO report upload option to be provided.
3. Dashboard in da login for all past cases.
4. AO login to be created in FO interface.

The Dealing Assistant can put the case either for Approval, Return or Rejection by selecting the appropriate radio button i.e. Recommended for Approval, Return or Recommended for Rejection with proper remarks.

In the same manner Section Supervisor can submit his/her recommendations to APFC/RPFC for approval, rejection or return for seeking any clarification or document.

Step 12: Finally, APFC/RPFC can Approve/Reject/Return the case.

Present Problems;

1. Option to revert back to employee is not there.
2. Option to refer to EO for verification is not there.
3. No mis dashboard of all requests processed.
4. EO login not there in FO interface.
5. EO cannot upload their report on FO interface and forward it to da foronward transmission to competent authority.

Solutions;

1. Option to be added to revert back request to employee.
2. Option to refer it to EO to be included. this will take request to EO.
3. MIS dashboard for all processed requests to be shown in all logins DA,SS, AO, EO, APFC, RPFC-II, RPFC-I.
4. EO login on similar lines as da need to be made in FO interface.
5. EO report to be forwarded to da login then to competent authority.
6. 6 For cases reverted back or rejected a message will be sent to the loginof the employee for his information and necessary action

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Welcome 185504 | fefeedback@epfindia.gov.in | Language : Hindi | English | Logout

MEMBER - Admin -

Pending requests

Enter UAN:

Reference Number	UAN	Member ID	Name as per UAN	Entity	Present entries	Proposed changes	Remark**	Recommendation	Action	Choose case	Remarks
2	10000000000000000000	DSN 00000000000000000000	SATISH CHANDRA PANDEY	Aadhaar:		6 10000000000000000000		<input checked="" type="radio"/> Recommend for approval <input type="radio"/> Recommend for rejection	<input type="button" value="Approve"/> <input type="button" value="Reject"/>	Minor	DA : May be approved SS : may be approved
			Name:	S 00000000000000000000	H 00000000000000000000						
			DOB:	2 00000000000000000000	1 00000000000000000000						

**Note: Please submit remark for rejecting

--END--

Intimation regarding Revision of Half Yearly Company Tax

From

The City Revenue Officer,
Greater Chennai Corporation,
Ripon Building,
Chennai 600 003.

R.D.C. No. PT/1420/2023

Date: 08.03.2024

Sir / Madam,

Sub: Intimation regarding Revision of Half Yearly Company Tax -
Payment of Tax - Requested - Regarding.

Ref: Company Tax Assessment No. **11-151-000662**

As per Sec. 91-A of the Tamil Nadu Urban Local Bodies Act, 1998 (Amended 2022); Company Tax to be levied in a manner specified by the Council. In this regard, the Greater Chennai Corporation has published a notification vide R.D.C. No. PT/1420/2023 in Tamil and English daily newspapers on 12.09.2023.

Following this, vide Council Resolution 557/2023 dated 31.10.2023, the company taxes were revised, which has been published in the Chennai District Government Gazette Extraordinary (132 dt.22.02.2024 bearing R.D.C. No. M1/1420/2023). The revised slabs are given below:

S.NO	Paid up Capital (in Lakhs)	Existing Rate of Company Tax upto I/2023- 24(per half year)	Revised Rate of Company Tax from II/2023-24 (per half year)
A	Below one Lakh (upto Rs.99,999/-)	Rs. 100	Rs. 300
B	Rs. 1,00,000/- upto Rs.1,99,999/-	Rs. 200	Rs. 600
C	Rs.2,00,000/- upto Rs.2,99,999/-	Rs. 300	Rs. 900
D	Rs.3,00,000/- upto Rs.4,99,999/-	Rs. 400	Rs. 1200
E	Rs.5,00,000/- upto Rs.9,99,999/-	Rs. 500	Rs. 1500
F	Above Rs.10,00,000/-	Rs. 1000	Rs. 3000

You are hereby advised to pay Company Tax as per the revised rates according to your applicable paid-up capital slab from the 2nd half year of 2023-24 onwards along with arrears, if any. You may pay company tax by clicking on <https://chennaicorporation.gov.in/gcc/online-services/company-tax/> or by through the official website of the Greater Chennai Corporation log into the "Citizen Portal" by clicking on <https://erp.chennaicorporation.gov.in/e-portal/login.do>. Company tax can be paid by other payment modes such as Net Banking, Credit/Debit Cards, UPI, NEFT etc.,

NEFT Details

Account Number	50200041261122
Name of the Bank	HDFC
Branch	Cenotaph Road
IFSC Code number	HDFC0001216
MICR Code of the Branch	600240037

Kindly send the payment details & CTNAN No. through Mail id srohqpt@gmail.com if payment made through NEFT. Receipt will be sent through the same mail.

Tiny URL:

<https://tinyurl.com/284afkmp>

QR Code



L. D. Ramesh
City Revenue Officer
Greater Chennai Corporation