

LATEST UPDATES

1. Government deliberating to enhance weekly hours in Factories, from 48 hrs to 72 hrs
2. Maharashtra, Odisha, Karnataka, Punjab, West Bengal and Telengana extended LOCKDOWN till April 30, 2020. Information on other States to decide
3. ESIC has mandated the submission of mobile number and bank account details (Bank name, Branch name and IFSC) for registration of new employee
4. EPFO to accept alternate documents as a valid proof of date of birth – visit www.hrvidyalaya.com for notifications

Published on 12th April @ 6.00 pm

Duties of Employer - if section 51 (Weekly hours) is (going to be) amended so that Workers can perform duty upto 12 hours per day and 72 hours a week.

1. Employee must be informed that the Employment condition is changed
2. If the wages for extra time performed is considered as (a) over time or (b) other allowance, then
 - a. ESI is applicable on whole wages but PF will not be applicable
 - b. Profession tax slab will be considered on the enhanced wages
3. Consent from women employee/s to be obtained, if working hours crosses the prescribed time limit
 - a. Safety precautions shall be taken for them to perform duty
 - b. Transportation facility shall be arranged (in case, so far it is not arranged)
 - c. Creche timings to be enhanced accordingly
 - d. Similar welfare measures to be given to Women employees of contractor also
4. There needs to be TWO 'Rest for Intervals' to be considered, if workers are performing duty for 12 hours

1. Hope those IT covered employees (including those who are WFH or not) have exercised their option on the TAX REGIMES
2. Minimum Wages for your employees & Contractual are complied for the States which have enhanced effective April 2020

Ensure Distancing @ workplace, once it is open

No Meetings in rooms, No Lift, No joint Lunch

Though, not suggestable, if any Contractual employees are terminated or ramped down due to business reasons, ensure the same through a written documentation with the Vendor, with effective date. Ensure an acknowledgement for the same.

Pradhan Mantri Garib Kalyan Yojana Package for credit of Employees and Employers Share of EPF & EPS Contributions (24% of wages) for three months by Government of India – Scheme details

1. Establishment should be Registered and covered as on 29th February 2020 and has head count, Less than or equal to 100
2. Date of joining of members shall be earlier than 29-02-2020
3. 90% PF members wages shall be less than or equal to 15000
4. Eligible employees wages shall be 15000, for past 6 months
5. All PF members KYC shall be compliant
6. Only one ECR for of March, April, May 2020 is allowed
7. PF remittance (0.5%+0.5%) shall be payable by 15th of following month, without fail
8. Form 5A, Ownership return, shall be duly updated

Ensure the following are complied by April 2020

1. Quarterly returns under Employment Exchange Act, by April 30, 2020 – this can be done by sending the returns through Speed post/Regd. post-ack. due
2. Profession Tax cheque/DD remittance and return filing – Due dates are extended in those States where it is to be completed by April 2020.
3. Whereas Profession Tax Online remittance and return filing (eg. Karnataka), shall continue - by due date without fail
4. Last date of filing of Unified Online Annual Returns for the year 2019 under eight Acts and ten central Rules is extended up to 30th April 2020.
5. Quarterly return under Labour Welfare Fund (LWF) is due on April 30, 2020. This can be done by sending the returns through Speed post/Regd. post-ack. due
6. Form L under Gratuity Act, shall also be sent through POST, to the authority