

Checklist for inspection under The Payment of Wages Act, 1936

1. The employer should made payment of wages on or before 7th day of every month (for establishment having less than 1000 employees).
2. The employer should made payment of wages on or before 10th day of every month (for establishment having more than 1000 employees).
3. Notice indicating date of payment.
4. Notice indicating rates of wages.
5. Register of advance in “Form IV”. (If register in Form II under Minimum Wages Act, 1948 is maintained it is not necessary.)
6. Wages / payments by an account payee cheque drawn in favour of the employees or by crediting the same in the bank account of employee.
7. An abstract of the Act and Rules in English, Hindi or Marathi to be displayed.