

JSP Associates
Company Secretary

1: Factories Act, 1948 And The Maharashtra Factories Rule 1

| Sl.No | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time for Submitting | Authority to whom to be submitted or for whom to be maintained | Status |
|-------|---|--------------------------|---|--|--------|
| 1 | 2 | 3 | 4 | 5 | |
| - | Returns / Statements | - | - | - | |
| 1.101 | Annual Returns (re: No. of employees, leave ganted to employees, canteen and other welfare facilities). | Form No. 27 Rule 119 (1) | Yearly by 1st February of every year | Chief Inspector of Factories. | |
| 1.102 | Annual report on amenities to labour and improvement in working conditions. | - | Yearly by April of every year | - do - | |
| 1.103 | Half yearly return regarding number of workers employed. | Form No. 28 Rule 119 (2) | Half yearly by January & July of every year. | - do - | |
| 1.104 | List of Holidays | - | Yearly by December of every year. | - do - | |
| - | Registers / Records | - | - | - | |
| 1.201 | Register of compensatory holidays. | Form 14 Rule 93 | Register to be maintained continuously throughout the year. | Factory Inspector | |
| 1.202 | Overtime muster roll for exempted worker | Form 15 Rule 95 | - do - | - do - | |
| 1.203 | Register for adult workers (name, nature of work, dept., shift, etc.) | Form 17 Rule 99 | - do - | - do - | |
| 1.204 | Register for leave with wages | Form 20 Rule 105 | - do - | - do - | |
| 1.205 | Register of leave wages for each workman | Form 21 Rule 106 | - do - | - do - | |

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1: Factories Act, 1948 And The Maharashtra Factories Rule 1 (contd.)

| | | | | | |
|-------|---|----------------------|--------------------|--------|--|
| - | Registers / Records | - | - | - | |
| 1.206 | Register of Accident and dangerous occurrences. | Form 30 Rule 123 | - do - | - do - | |
| 1.207 | Inspection Book for inspectors of factories and certifying surgeons. | Form 31 Rule 124 | - do - | - do - | |
| 1.208 | Health Register | Form 7 Rule 18 (7) | - do - | - do - | |
| 1.209 | Record of lime washing/painting, etc. | Form 8 Rules 20 & 51 | - do - | - do - | |
| 1.210 | Register for Report of examination of Hoist and Lift | Form 1 Rule 62 | - do - | - do - | |
| 1.211 | Register for Report of examination of lifting machines, ropes (except a fibre rope and fibre ropesling)* and lifting tackles. | Form 12 Rule 64 | - do - | - do - | |
| 1.212 | Register for Report Pressure Vessels. | Form 13 Rule 65 | - do - | - do - | |
| 1.213 | Register of workers attending to machinery in motion. | Form 10 Rule 58 | - do - | - do - | |
| 1.214 | Register giving details of gas holder. | Form 13A Rule 73A | - do - | - do - | |
| 1.215 | Muster Roll | Form 29 Rule 122 | - do - | - do - | |
| - | Notices / Applications | - | - | - | |
| 1.301 | Notice of Accident Resumptions | - | As an when occurs. | - do | |
| 1.302 | Notice of charge Manager | Form 3 Rule 15 | - do - | - do - | |
| 1.303 | Information regarding closure of factory or any of its department or shift. | Rule 125 | - do - | - do - | |
| 1.304 | Notice of Lay Off | - | - do - | - do - | |
| 1.305 | Abstract of Factories Act 1948 | Form 26 Rule 118 | - do - | - do - | |

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1: Factories Act, 1948 And The Maharashtra Factories Rule 1 (contd.)

| | | | | | |
|-------|--|---------------------|-----------------------------------|--------|--|
| - | Notices / Applications | - | - | - | |
| 1.306 | Notice of period of work of adult workmen | Form 16 Rule 98 | - do - | - do - | |
| 1.307 | Notice of poisoning of diseases | Form 25 Rule 116 | - do - | - do - | |
| 1.308 | Notice of Accident of dangerous occurrences | Form 24 Rule 115 | - do - | - do - | |
| 1.309 | Application for permission to construct, extend or take into use any building as a factory | Form 1 Rule 3 | - do - | - do - | |
| 1.310 | Application for registration and notice of occupation | Form 2 Rule 5 | - do - | - do - | |
| 1.311 | Application for Licence/Renewal of Licence of a factory for the year | Form 3 Rule 5, 8 11 | Yearly by 31st October every year | - do - | |

2: Industrial Disputes Act, 1947

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained | Status |
|--------|--|----------------------|---|--|--------|
| 1 | 2 | 3 | 4 | 5 | |
| - | Returns / Statements | - | - | - | |
| 2.101 | Yearly progress report on the constitution and functioning of the Works Committee. | Form XV Rule 61 | Yearly for the period ending 31st December | Commissioner of Labour | |
| - | Registers / Records | - | - | - | |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT | |
| - | Notices / Applications | - | - | - | |
| 2.301 | Report on strike and lock out | Form XXXIII Rule 78 | As and When occurs. | Commissioner of Labour | |

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2: Industrial Disputes Act, 1947

| | Notices / Applications | - | - | - | |
|-------|---|---|--------|--------|--|
| 2.302 | Notice of Lay off Commencement and end of Lay off. | - | - do - | - do - | |
| 2.303 | Notice of Retrenchment | Form P Rule 76 | - do - | - do - | |
| 2.304 | Notice of Lock out/Strike Form in Public Utility Services | Form M Rule 72 | - do - | - do - | |
| 2.305 | Application for obtaining permission before closure, lay off Retrenchment | Form 0-3 & PA Rule 75-B (1) and 76-A (1) | - do - | - do - | |
| 2.306 | Notice of change of service condition | Form E Section 9(A) | - do - | - do - | |

3: Collection of Statistics (Lay off and retrenchment) Maharashtra Rules 1970

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|---------------|---|---------------------------------|--|---|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS / STATEMENTS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT |
| 3.301 | Intimation of Lay off | Form AI Rule 4 (a) | As and When occurs. | Commissioner of Labour |
| 3.302 | Information of Retrenchment | Form All Rule 4 (a) | - do - | - do - |
| 3.303 | Weekly Report on Lay off | Form B Rule 4 (b) | - do - | - do - |
| 3.304 | Report regarding termination of Lay off | Form CI Rule 4 (b) | - do - | - do - |

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3: Collection of Statistics (Lay off and retrenchment) Maharashtra Rules 1970 (contd.)

| | | | | |
|-------|---|--------------------|--------|--------|
| - | Registers / Records | - | - | - |
| 3.305 | Intimation of the employment of retrenched workers/employment of new workers (in place of retrenched workers) | Form CII Rule 4(c) | - do - | - do - |

4: Collection of Statistics (Work Stopages) Maharashtra Rule (1970)

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS / STATEMENTS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Registers / Records | - | - | - |
| NO | REGISTERS / RECORDS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Applications | - | - | - |
| 4.301 | Intimation of Work Stopage | Form A Rule 4 (a) | - do - | - do - |
| 4.302 | Weekly Report on work stopage | Form B Rule 4 (b) | - do - | - do - |
| 4.303 | Intimation on termination of work stopage | Form C Rule 4 (c) | - do - | - do - |

5: Payment of Wages Act, 1936

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 5.101 | Annual return of wages and deduction from wages. | Form V Rule 19 | Yearly by 30th January | Factory Inspector |

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5: Payment of Wages Act, 1936 (contd.)

| | | | | |
|-------|---|---------------------------|---|-------------------|
| - | Registers / Records | - | - | - |
| 5.201 | Register of fines | Form I Rule 3 Section 26 | Register to be Factory maintained continuously throughout the year. | Factory Inspector |
| 5.202 | Register of contribution for damages/less caused to the employer through neglect or default of workmen. | Form II Rule 4 Section 26 | - do - | - do - |
| 5.203 | Register of wages | Form II A Rule 5 | - do - | - do - |
| 5.204 | Register of advance made to workmen. | - | Register to be maintained continuously throughout the year. | Factory Inspector |
| - | Notices / Applications | - | - | - |
| 5.301 | Notice showing dates of payment and rates of wages. | - | - | - do - |
| 5.302 | Notice of the abstracts of the Act | - | - | - do - |

6: The Minimum Wages Act 1948 / Maharashtra Minimum Act 1963)

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS / STATEMENTS ARE | PRESCRIBED | UNDER THIS | ACT |
| - | Registers / Records | - | - | - |
| 6.201 | Muster Roll-cum-Wage Register. | Form II Rule 27 (1) | Register to be maintained continuously throughout the year | Factory Inspector. |

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6: The Minimum Wages Act 1948 / Maharashtra Minimum Act 1963) (contd.)

| | | | | |
|-------|---|---------|---|--------|
| - | Notices / Applications | - | - | - |
| 6.301 | Notice containing the minimum rates of wages together with the abstracts from the act and the Rules | Rule 22 | - | - do - |

7: Payment of Bonus Act-1965

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS / STATEMENTS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Registers / Records | - | - | - |
| 7.201 | Register showing details of earnings the amount of bonus due to each employee and the amount actually disbursed | Form C Rule 4 (d) | Register to be prepared within 8 months of the expiry of the financial year | Factory Inspector |
| - | Notices / Applications | - | - | - |
| NO | NOTICES / APPLICATIONS ARE | PRESCRIBED | UNDER | THIS ACT |

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8: Bombay Labour Welfare Fund Act 1958

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 8.101 | Return regarding deductions made in June and December every year from wages/salaries of the employees. | - | Half yearly June and June - to be submitted in July. December - to be submitted in January. | Welfare Commission-er Government of Maharashtra |
| 8.102 | Quarterly return of unpaid wages | - | Quarterly | - do - |
| - | Registers / Records | - | - | - |
| 8.201 | Consolidated Register of fines and unpaid accumulation | Form C Rule 21 | Register to be maintained continuously throughout the year. | - do - |
| - | Notices / Applications | - | - | - |
| NO | NOTICES / APPLICATIONS ARE | PRESCRIBED | UNDER | THIS ACT |

9: Employment Exchange Compulsory Notification of Vacancies Rule, 1969

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 9.101 | Quarterly Return submitted to the Local Employment Exchange for the Quarter ending... | Form ER 1 | Quarterly – March, June, September and December | Regional Employment Officer |

9: Employment Exchange Compulsory Notification of Vacancies Rule, 1969 (contd.)

| | | | | |
|-------|---|------------|-----------------------------|---|
| - | Returns / Statements | - | - | - |
| 9.102 | Biennial return of the total strength employees in each category in the organisation. | - | Once in 2 years | - do - |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Application | - | - | - |
| 9.301 | Notification of vacancies | - | As and when vacancies arise | Regional Employment Officer for Clerical vacancies; Employment Officer for Daily-rated workmen's vacancies; Employment Office -University Employment Information & Guidance Bureau for Engineers' vacancies. |

10: Apprentices Act 1961 & Apprenticeship Rules 1962

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|---------------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 10.101 | Report for the Half Year ending... | Form APP-2 Rule 10(6) | Half yearly | Directorate of Technical Education |
| 10.102 | Report on related instruction half year ending... | Form APP-1 Rule 10(5)-(c) | - do - | - do - |
| 10.103 | Report on Practical Training & related instructions. | Form APP-1A 10(5)- (a) | - do - | - do - |
| 10.104 | Notification of the completion of training | Form APP-3 10(7)-(a) | - do - | - do - |
| 10.105 | Report on New Trainees who have joined. | Form APP-4 | - do - | - do - |

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10: Apprentices Act 1961 & Apprenticeship Rules 1962 (contd.)

| | | | | |
|--------|--|------------|------------------------------|---|
| - | Returns / Statements | - | - | - |
| 10.106 | Report on joining of Graduate Engineering, Diploma Engineering & Sandwich Trainees. | Form APP-5 | As and when Apprentices join | - do - |
| 10.107 | Performance Appraisal of Graduate Engineering, Diploma Engineering & Sandwich Trainees. | Form APP-6 | Half yearly | Director of Training & Central Apprenticeship Adviser, Govt. of Maharashtra. |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Application | - | - | - |
| 10.301 | Application showing programme of Apprenticeship Training, claims for reimbursement of stipend and of Statement of Accounts for the quarter in respect of apprentices under training with Larsen & Turbo Limited. | - | Quarterly | Director of Training and Regional Apprenticeship Adviser, Govt. of Maharashtra. |

11: Industrial Employment Act, 1946 (Standing Orders)

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS / STATEMENTS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Registers / Records | - | - | - |
| NO | REGISTERS / RECORDS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Applications | - | - | - |
| 11.301 | Notice showing the timings for every class group of workmen for all shifts. | - | - | - |

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11: Industrial Employment Act, 1946 (Standing Orders) (contd.)

| | | | | |
|--------|--|---|---|---|
| - | Notices / Applications | - | - | - |
| 11.302 | Notice showing weekly holidays and compensatory offs. | - | - | - |
| 11.303 | Notice regarding date of wage payment. | - | - | - |
| 11.304 | Notice regarding rates of wages and allowance. | - | - | - |
| 11.305 | Notice regarding restarting, altering & discontinuing of shifts. | - | - | - |

12: Employees State Insurance Act, 1948

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|-----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 12.101 | Return of contribution along with Contribution Cards. | Form 6 Regulation 26 | Half yearly A set by Mar & Sep.B set by May & Nov.C set by Jul & Jan. | Regional Director, ESIS |
| 12.202 | Stamp Book | - do - | - do - | - do - |
| 12.203 | Inspection | - do - | - do - | - do - |
| - | Notices / Applications | - | - | - |
| 12.301 | Accident Report | Form 16 Regulation 68 | As and when occurs. | Regional Director, ESIS |
| 12.302 | Report of Unused Contribution Stamps | - | As and when occurs. | - do - |
| 12.303 | Report regarding Compliance of the irregularities, etc | - | - do - | - |
| 12.304 | Report of death of insured employee by employment injury | - | - do - | - do - |

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13: The Workmen's Compensation Act, 1923

(Applicable only in case of accidental death of trainees while on duty)

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS / STATEMENTS ARE | PRESCRIBED | UNDER THIS | ACT |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER THIS | ACT |
| - | Notices / Applications | - | - | - |
| 13.301 | Deposit of compensation for fatal accident. | Form A Rule 6 (1) | As and when occurs. | Commissioner, Workmen's Compensation, Govt. of India |
| 13.302 | Deposit of compensation for non-fatal accident to a workman or person under legal disability. | Form AA Rule 6 (1) | - do - | - do - |
| 13.303 | Memorandum of Agreement | Form L Rule 48 | - do - | - do - |

14: Contract Labour (Regulation & Abolition) Act, 1970

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limitf or Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 14.101 | Annual return of principal employer to be sent to the Registering Officer | Form XXI Rule 63(2) | Yearly by 31st January every year. | Commissioner of Labour |
| - | Registers / Records | - | - | - |
| 14.201 | Register of Contracts | Form VIII | Register to be maintained continuously throughout the year. | - do - |

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14: Contract Labour (Regulation & Abolition) Act, 1970 (contd.)

| | | | | |
|--------|--|---|----------------------|--------|
| - | Registers / Records | - | - | - |
| 14.202 | Register of the workmen employed by the contractor. | Form IX - Rule 56 | - do - | - do - |
| 14.203 | Muster Roll-Register of Wage-cum-Muster Roll and Wage Slip | Form XIV & XV Rule 59 (2) (Proviso) & 59 (2)(b) | - do - | - do - |
| 14.204 | Register of deductions for damage or loss, fines, advances paid Rule and overtime. | Form XVI - XVII & XVIII Rule 59 (2) (b) | - do - | - do - |
| - | Notices / Applications | - | - | - |
| 14.301 | Application for registration of establishments employing contract labour and certificate of registration | Form I, II & III Rule 17 (1) 18 (1) and 18 (3) | As and when required | - do - |

15: Central Excise and Salt Act, 1944

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 15.101 | Return giving details of excisable goods | Form RT-12 | Monthly by 7th | Supritendent Central Excise I/C Larsen & Toubro Limited Powai, Range L 9 |
| 15.102 | Excise Return Statement regarding export of goods. | Form AR-4A | As and when items are exported | - do - |
| 15.103 | Quarterly Return of Raw Materials used. | Form RT-5 | Quarterly | - do - |
| 15.104 | Revenue statement under para 19.4 of the new scheme for the month of..... | - | Monthly | - do - |

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15: Central Excise and Salt Act, 1944 (contd.)

| | | | | |
|--------|---|------------------------------|--|---|
| - | Returns / Statements | - | - | - |
| 15.105 | Statement showing particulars of the non duty paid goods sent from a factory to another factory belonging same manufacturer for use in the other factory in the month of _____. | Appendix 'C' | Monthly | Suprintendent Central Excise I/C Larsen & Toubro Limited Powai. |
| - | Registers / Records | - | - | - |
| 15.201 | REGISTER OF daily payment of excise duty. | PLA Register | Entries should be made daily | -do - |
| 15.202 | Gate pass of removal of excisable goods from the factory. | Form GP-1 Rule 52A & 173G th | To be Prepared as and when the goods are despatched from Powai. To be submitted once in a month to authorities for verification. | - do - |
| 15.203 | Daily Stock Account for assesseees working under self removal procedure. | Form RG-1 Rule 53 & 173 G | Entries (which include value of items, duty paid amount & GP-1 Gate Pass Nos) Powai. should be made daily for production and despatch of goods covered under sheduled items. | - |
| 15.204 | Account by duty paid goods received for Reprocessing and report. | Form - V | As and when goods are returned by customer. | - do - |
| 15.205 | Account of duty paid for goods retained in the factory premises for use in the factory. | Form - II | As and when the goods are taken for company's own use | - do - |

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15: Central Excise and Salt Act, 1944 (contd.)

| - | Registers / Records | - | - | - |
|--------|---|---|---|---|
| 15.206 | Entry Book of Proforma Credit Account | Form RG-23 Rule 56(A) | Whenever proforma credit for materials procured by the company is availed. | - do - |
| 15.207 | Running Bond Account to be maintained by the Exporter of excisable goods cleared for export in Bond | Appendix A Trade Notice No.151/MP/General (24) 1974 | Whenever the goods for export are cleared without paying excise duty but under Bond. | - do - |
| 15.208 | Raw Material Accounts Register | Form - IV Rule 55 | Entries to be made daily | Suprintendent Central Excise I/C Larsen & Toubro Limited Powai Range L 9 |
| 15.209 | Removal of Semi-finished goods for further operation. | Proforma 'A' | As and when semi finished goods are taken for further operation. | - do - |
| - | Notices / Applications | - | - | - |
| 15.301 | Application for licence under the Central Exice Rules 1944 to manufacture goods. | Form AL -4 Licence | On or before 30th November (The licences should be renewed once in 3 years). | The Assistant Collector of Central Exice Bombay Divn. L Bombay. |
| 15.302 | Invoice of goods liable of Central Excise duty in India transmitted under Central Excise Seal to Nepal. | As per Proforma given | Whenever goods are despatched to a customer in Nepal. | Suprintendent Central Excise I/C Larsen & Toubro Limited, Powai Range L 9 |
| 15.303 | Application for determination of value under section (4) | Proforma VI (A) & (B) | This application should be made whenever the excisable goods are taken for company's captive consumption and also as & when the company revises its prices. | - do - |

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15: Central Excise and Salt Act, 1944 (contd.)

| | | | | |
|--------|---|--------------------------------|--|--|
| - | Notices / Applications | - | - | - |
| 15.304 | - do - | Proforma I & VIII. | -do- | -do- |
| 15.305 | Treasury Challan (T.R.6) | Form TR-6 | Whenever payment is sent by cheque for PLA Account | Collector of Central Excise or Chief Accounts Officer, Central Excise Bombay II. |
| 15.306 | Declaration of receipt of exisable goods. | Form D-3 Rule 173, K, L, M & N | Whenever any material is received for which the Company will avail proforma credit & also when an item is being remade or repaired or reconditioned. | Suprintendent Central Excise I/C Larsen & Toubro Limited Powai Range L 9 |
| 15.307 | Classification list of Excisable goods produced, manufactured, warehoused and other goods produced or manufactured and removed by the assessee. | Form I Rule 173 B | Whenever new proucts are produced and also every time after budget | Suprintendent Central Excise Bombay Divn 'L' Bombay. |
| 15.308 | Application for clearence under bond for export. | B1 | Whenever the goods are cleared for export without paying excise duty. | Suprintendent Central Excise I/C Larsen & Toubro Limited, Powai Range L 9 |

16: The Scheduled Industries (Submission of Production Returns) Rules, 1979

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|--|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 16.101 | Industrial Production Statistics for the month of | Form `A' Rule 4 (1)(a) Form `B' Rule 4(1)(b) | Monthly by 15th of every month | DGTD, GOI |

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16: The Scheduled Industries (Submission of Production Returns) Rules, 1979 (contd.)

| | | | | |
|----|-------------------------------|------------|-------|----------|
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Applications | - | - | - |
| NO | NOTICES ARE | PRESCRIBED | UNDER | THIS ACT |

17: Registration & Licensing of Industrial Undertaking Rules, 1952

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be Maintained |
|--------|--|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 17.101 | Progress return for licences which are under implementation | Form G Rule 19 | Half yearly 30th June & 31st December every year. | Secretary for Industrial Approvals, Ministry of Industries, New Delhi. |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER THIS | ACT |
| - | Notices / Applications | - | - | - |
| NO | NOTICES ARE | PRESCRIBED | UNDER THIS | ACT |

18: Collections of Statistics (Central) Rules, 1959

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|---|---|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 18.101 | Annual survey of industries | -- | Yearly by June of every year. | Director and Statistics Authority, Field Operations Divn, National Sample Survey organisation, GOI. |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Applications | - | - | - |
| NO | NOTICES ARE | PRESCRIBED | UNDER | THIS ACT |

19: Foreign Exchange Regulation Act, 1973

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|---|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| 19.101 | Returns on foreign collaboration | -- | Yearly by January of every year. | Secretary Industrial Approval Foreign Collaboration Sec., Ministry of Industries, GOI. |
| - | Registers / Records | - | - | - |
| NO | REGISTERS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Notices / Applications | - | - | - |
| NO | NOTICES ARE | PRESCRIBED | UNDER | THIS ACT |

JSP Associates

Company Secretary

20: Imports & Exports (Control) Act, 1947

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|--|----------------------|--|--|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Registers / Records | - | - | - |
| 20.201 | Consumption and stocks of imported raw materials and components | - | To be prepared once in a year. (The periodicity may change depending on ITC policy). | Chief Controller of Imports & Exports, GOI. |
| - | Notices / Applications | - | - | - |
| 20.301 | Application for renewal of R&D recognition and answers to questionnaires concerning R&D Units. | - | Once in 3 years and also as and when required. | Secretary, Dept. of Science & Technology, GOI. |

21: Electricity Duty Act (Maharashtra)

| Sl.No. | Title Of Return / Statement, Register / Record, Notice / Application | Form No. Description | Periodicity & Total Time Limit for Submitting & Maintaining | Authority to whom to be submitted or for whom to be maintained |
|--------|---|----------------------|---|---|
| 1 | 2 | 3 | 4 | 5 |
| - | Returns / Statements | - | - | - |
| NO | RETURNS ARE | PRESCRIBED | UNDER | THIS ACT |
| - | Registers / Records | - | - | - |
| 21.201 | Register showing units generated per day, for the purpose of claiming duty. | - | Entries to be made daily. | Electrical Inspector Santacruz & Thane Zone Govt. of Maharashtra. |
| - | Notices / Applications | - | - | - |
| 21.301 | Application for claiming duty for electricity generated by the company. | Form B | Monthly | - do - |