

TRIPURA MINIMUM WAGES RULES

Registered No—3' TRIPURA GAZETTE EXTRA-ORDINARY ISSUE 21st Feb.. 1953 A.D. PART—I
GOVERNMENT OF TRIPURA DEPARTMENT OF LABOUR Dated, Agartala. the 28th January. 1953,
No. 219/53/LAB/131 NOTIFICATION In exercise of the powers conferred by section-3i of the Minimum
Wages Act. 1948 Of the Chief Commissioner is pleased to make the following rules, the same ha•.ing been
previously published in 'he Tripura Gazette as required by the said section namely 'The Tripura Minimum
Wages Rules. 1952' Sd/- V. Naruappa Chief Commissioner Government of Tripura. THE TRIPURA
MINIMUM WAGES RULES, 1952. 2. 10. 11. 12. 14. 16

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MINIMUM WAGES RULES. 1952 CHAPTER 1 PRELIMINARY 1. Short title and extent rules may be
called the Tripura Minimum Wages Rules, 1952

2. Interpretation these rules unless the context otherwise require—(a) "Act" means the Minimum
Wages Act. 1948 : (b) " Advisory Committee" means an advisory committee appoin- ted under section 6
and includes an advisory sub-committee appointed under that section (c) "Authority" means the authority
appointed under sub-section (1) of Section 20 ; (d) "Board" means the Advisory Board appointed under
Section (e) "Chairman" means the Chairman of the Advisory Board. the Committee or the Advisory
Committee. as the case may be. appointed under Section ; I (ee) "day" means a period of twentyfour hours
beginning at midnight. (f) "Committee" means a committee appointed under clause (a) of sub-section of
Section 5 and includes a sub-committee appointed under that section ; "Inspector" means a person
apv»nted as Inspector under Section 19 (h) "Form" means a form appended to these rules ; (i) "Registered
trade union" means a trade union registered under the Indian Trade Union Act. 1926 and (j) "Section"
means a section of the Act : and (k) All other words and expressions used herein and not denned shall have
the meaning respectively assigned to them under the Act; (l) State Government means the Chief
Commissioner, Tripura. Inserted by notification No. F. 87 (53>-1ÄB/MW/79 dated May, 1980 published
in the Tripura Gazette. Extra-ordinary issue dated 17-6-1980

CHAPTER MEMBERS AND STAFF. AND MEETINGS OF THE BOARD. COMMITTEE AND ADVISORY COMMITTEE. 3, Term of Office of the members of the Committee and the Advisory Committee—The term of office of the members of the committee or an Advisory Committee shall be such as in the opinion of the State Government is necessary for completing the enquiry into the scheduled employments concerned and the State Government may, at the time of constitution of the committee or on Advisory Committee, as the case may be, fix such terms and may,



form time to time, extent it as circumstances may require. g. Term of office of the members of the Board shall be two years commencing from the date of his nomination : Provided that such member shall notwithstanding the expiry of the said period of two years, continue to hold office until his successor is nominated. (2/ A non-official member of the Board nominated to fill a casual vacancy shall hold office for the remaining period of the term of office of the member in whose place he is nominated, (3) The Official members of the Board shall hold office during the pleasure of the State. 5. Travelling Allowances non-official member of the Committee or the Board shall be entitled to draw and halting for any journey performed by him in connection his duties as such member at the rates and subject to the conditions applicable to a Government servant of the first class under the appropriate rules of the State Government. • • Provided that a non-official member residing within eight kilo. metres of the place where the meeting of the committee or board held, may be allowed the actual cost of conveyance subject to maximum of rupees ten per day"

6. Staff The State Government may appoint a Secretary to the Committee, an Advisory Committee or the Board. and such other staff as it may think necessary and may fix the salaries and allowances payable to them and specify their conditions of service. (2) (i) The Secretary shall be the Chief Executive Officer of the Committee, the Advisory Committee or the Board as the may be. He may attend the meeting of such committee, Advisory Committee or the Board but shall not be entitled to vote at such meetings. 3 (ii) The Secretary shall assist the Chairman in convening meetings and shall keep a record of the minutes of such meetings and shall take necessary measures to carry out the decisions of the Committee, the Advisory Committee or the Board, as the case may be

7. Eligibility for renomination Of the members of the Committee, Advisory Committee or the Board outgoing member shall be eligible for renomination for the membership of the Committee, Advisory Committee or the Board of which he was a member

8. Resignation of the Chairman and members of the Committee, Advisory Committee and the Board and filling of casual Vacancies A member of the Committee, Advisory Committee or the Board other than the Chairman may, by giving notice in writing to the Chairman resign his membership (2) The Chairman may resign by letter addressed to the State Government. (3) When a vacancy occurs or is likely to occur in the membership of the Committee, Advisory Committee or the Board. The Chairman shall submit a report to the State Government immediately. The State Government shall then take steps to fill vacancy

9. Cessation and restoration of membership If a member of the Committee, Advisory Committee or the Board fails to attend three consecutive meetings, he shall be subject to the provisions of sub-rule cease to be a member thereof. (2) A person, who ceases to be a member under sub-rule (1) shall be given intimation of such cessation by a letter sent to him by registered post within 15 (fifteen) days from the date of such cessation. The letter shall indicate that if he desires restoration of his membership, he may apply therefor within thirty days from the receipt of such letters. The application for restoration of membership if received within the said period, shall be placed before the Committee, the Advisory Committee or the Board, as the case may be, and if a majority of members present at the next meeting is satisfied that the reasons for failure to attend three consecutive meetings are adequate, the member shall be restored to membership immediately after a resolution to that effect is adopted

10. Disqualification A person shall be disqualified for being nominated as, and for being a member of the Committee, Advisory Committee or the Board, as the case may be— (i) if he is declared to be of unsound mind by competent court ; (ii) If he is an undischarged insolvent ; or (iii) If before or after the commencement of the Act, he has been convicted of an offence involving moral turpitude. (2) If any question arises whether a disqualification has been incurred under sub-rule (1) the decision of the State Government thereon shall be final. 4 11. Meetings Chairman may, subject to the provisions of rule 12, call a meeting of the Committee, Advisory Committee or the Board, as the case may be, at any time he thinks fit ; Provided that on a requisition in writing from not less than one-half of the members the Chairman shall call a meeting within fifteen days from the date of the receipt of such requisition

12. Notice Of meetings Chairman shall the time and place of every meeting, and a notice in writing containing the aforesaid particulars along with a list of business to be conducted at the meeting shall

he sent to each member by registered post at least fifteen days before the date fixed for such meeting ; Provided that in the case of an emergent meeting, notice of seven days only may be given to every member. '3, Chairman The Chairman shall preside at the meetings Of the Committee, Advisory Committee or the Board. as the case may be, (2) In the absence of the Chairman at any meeting the members shall from amongst themselves by a majority of votes. a member. Who shall preside at such meeting, 14, Quorum business shall be transacted at any meeting unless at least one-third of the members and at least one representative each of 00th the employers and employees are present. Provided that. if at any meeting less than one-third of the members are present, the Chairman may adjourn the meeting to a date not later than seven days from the date of the original meeting and it thereupon be lawful to dispose of the business at such adjourned meeting irrespective of the number of members present. Provided further that the date, time and place of such adjourned meeting shall be intimated to the members by Telegram or by written communication, 15. Disposal of business •.—All business shall be considered at a meeting of the committee. Advisory Committee or the Board as the case may be, and shall be decided by a majority of the votes of the members present and voting. In the event of an equality of votes the Chairman shall have a casting vote : Provided that the Chairman may, if he thinks fit, direct that any matter shall be decided by the circulation of necessary papers and by securing written opinion of the members Provided further that no decision on any matter under preceding proviso shall be taken, unless supported by not less than a two-third majority of the members L Substituted by Notification No. F. 150-1-LAB/MW/79 dated May, 1980 published in the Tripura Gazette. Extra-ordinary issue dated 17-6-1980.

16. Method or Voting shall ordinarily be by show of hands, but any member asks for voting by ballot or if the Chairman so decides. the voting shall be by secret ballot and shall be held in such manner as the Chairman may decide 17. Proceeding of the meeting The proceedings of each meeting showing in detail the names of the members present thereof shall be forwarded each member and to the as soon after the meeting as possible and in any case, not later than seven days before the next meeting ; (2) The proceeding of each meeting shall be confirmed with such modification, if any, as may be considered necessary at the next meeting. CHAPTER SUMMONING OF WITNESSES BY THE COMMITTEE, ADVISORY COMMITTEE AND THE BOARD AND PRODUCTION OF DOCUMENTS

18. Summoning and production of documents A Committee. Advisory Committee or the Board may summon any person to appear as a witness the course of an enquiry Such summons may require a witness appear Before each on a date specified therein and to produce any books, papers or other documents and things in his possession or under his control relating in any manner to the enquiry (2) A summons under sub-rule (1) may be addressed to an individual or an organisation of employers or a registered trade union of (3) A summons under this rule may be served— (i) in the case Of an individual by being delivered or sent to him by registered post (iii) in the case of an employers' organisation or registered trade union workers, by being delivered or sent by registered post to the Secretary or other Principal Officer of the organisation or union, as the case may be. (4) The provision or the code of Civil Procedure, 1908, relating to the summoning and enforcement of the appearance Of witnesses and the production of documents shall, so far as may be, apply to proceeding before a Committee. Advisory Committee or the Board Ali vapci., or things produced before a Committee, or the Board in pursuance Of a summon issued under sub-rule may be inspected by the Chairman and independent members, and also by such parties as the Chairman may, with the consent of the other party, but the information so obtained shall be treated as "confidential" and the same shall be made public only with the consent in writing of the party concerned. Provided that nothing contained in this rule shall apply to the disclosure of any such information for the purpose of a prosecution under section 193 of the Indian Penal Code (45 of 1860)

19. Expenses of Witnesses :—Every person who is summoned and appears, as a witness before the Committee, Committee or the Board shall be entitled to an allowance for expenses incurred by him in accordance with the scale for the time being in force for payment of such allowances to witnesses appearing in civil courts in the State. Inserted by Notification No. F. Dated May, 1980. CHAPTER 1, COMPUTATION AND PAYMENT OF WAGES, HOURS OF WORK AND HOLIDAYS

20. Mode of computation of the cash value of wages —The retail prices at the nearest market shall be taken into account in computing the cash wages paid in kind and of essential commodities supplied at

concession rates. This computation shall be made in accordance with such direction as may be issued by the State Government from time to time

21. Time and condition of payment of wage' and the deduction (1) Time and payment of wages and the deduction permissible from wages.• , to The wages of a worker in any scheduled employment shall be paid on a working day— (a) In the case of establishments in which less than one thousand persons are employed before expiry of the seventh day, and (b) In the case of other establishments before the expiry of the tenth day, after the last day of the wage period in respect of which the wages are payable. Where the employment of any person is terminated by or on behalf of the employer, the wages earned by him shall be paid before the expiry of the second working day after the day on which his employment is terminated, (iii) The wages of an employed person shall be paid to him these rules. Explanation payment made by the employed person to the employer or his agent shall, for the purposes of these rules, be deemed to be a deduction from wages. (2) Deduction from the wages of a employed in a scheduled employment shall be of one or more of the following kinds, namely (i) fines (ii) deductions for absence from duty ; (iii) deduction for damage to or loss of goods expressly entrusted to the employed person for custody, or for loss of money for which he is required to account. where such damaged or loss is directly attributable to his neglect or default 2. Substituted by Notification No- F. (Published in the Tripura Gazette, (b) Inserted by Notification No. published in the Tripura Gazette, 87 (53)-LAB/79 dated May



1980. Extra-ordinary dated 17-6-1980) Dt. May, SO Extra-ordinary issue dated 17-6-1980. 8 deduction

for house accommodation supplied by the employer . for amenities and •. applied h.: as the Stat: Government, may by general special order authorise. Explanation The words "amenities" and • •services" in this clause not the supply of tools and protectives required for the purposes or employment deductions for recovery of advances or for over payment of wages Provided that advances d" not exceed an amount equal to for two calendar months of the employed person and. in no case. shall the monthly instalment Of deduction exceed one-fourth of the wages earned in that month . Of income tax payable by the employed (viii) deduction be by order competent authority (ix) deduction for subscriptions to, and for repayment of advances from any provident fund to P. which the Provident . . applies or any recognised provident fund

Act. as defined section A of the Indian Act. 1922 or any provident fund approved In this the State

Government during the continuance Of such approval deduction for payment co-operative society or deduction recovery of loans employer out of a fund maintained for the purpose by the employer and approved in this behalf by the State Government or deductions made with the written authorisation of the person employed for payment of any premium in life insurance policy to the Life Insurance Corporation of India established under the Life Insurance Act, 1956 or 1956). 2. (xii deduction for recovery of advances or for over payment of wages of amounts other than wages paid to the employed person in error or in excess of what is due to him

Provided approval of the or any "Nicer authorised by the State Government in this behalf is obtained In writing before making the deductions unless the employee gives his consent in writing to such deductions, (xiii deductions made with the written authorisation of employed persons (which may be given once generally and not necessarily every time a deduction is made). for the purchase of securities of Government Of India or Of any State Government or for being deposited in any post office Saving Bank in furtherance of any

Savings Scheme of any such Government 1, 2, 3. inserted by Notification No. F. dated May. 1980. published in the Tripura Gazette. Extra ordinary issue dated 17-6-1980. 9 4. (xiii deduction made with the written authorisations of (a) the employed person ; or (b) the President or Secretary of the registered Trade Union of which the employed person is member on such conditions as may be prescribed for contribution to the National Defence Fund or to any Defence Savings Scheme approved by the State Government. (3)

Any person desiring to impose a fine on an employed person or to make deduction for damage or loss caused by him shall explain to him personally and also in writing the act or omission or the damage or loss in respect of which the fine deduction is proposed to be imposed or made give him an opportunity to offer any explanation in the presence of another person The amount Of the fine or deduction shall also be intimated to him. (4) The amount of the fine or deduction mentioned in sub-rule (3) shall be such as may be specified by the State Government. All such deduction and all realisations thereof shall be recorded in a register maintained in

form I, II, III, as the case may be. A return in form III shall be submitted annually by the employer. •3(4-A)

Every employer shall send annually a return in Form so as to reach the Inspector not later than the 1st February following the end of the year to which it relates. The amount of fine imposed under sub-rule (3) shall be utilised only for such purposes beneficial to employees, as are approved by the State Government

(6) Nothing in these rules shall be deemed to affect the provisions of the Payment of Wages Act, 1936



22. Publicity to the Minimum wages fixed under the Act Notices maintaining the minimum rates of wages fixed together with extracts from the Act. the rules made thereunder, the names and address of the

Inspector shall be displayed in English and in a language understood by the majority of the workers in the employment at such place as may be selected by the Inspector and shall be in a clean and legible condition. Such notices shall also be displayed on the notice board of all Divisional, Sub-divisional and District Offices, 23. Weekly day of rest—

23. Weekly day of rest—(1) Subject to the provisions of this rule, an employee in a scheduled employment in respect of which minimum rates of wages have been fixed under the Act, shall be allowed duty of rest every week (hereinafter referred to as 'the rest day') which shall ordinarily be Sunday but the employer may fix any other day of the week as the rest day for any employee or class of employee in that scheduled employment 6. Inserted by Notification No. E. Dt. May, 1980. Substituted by Notification No. F, DI. May, 1980 (Published in the Tripura Gazette, Extra-ordinary issue dated 17.6.1980) substituted by Notification No. F, Dt. May, 1980 10 Provided that the employee has worked in the scheduled employ- under the same employer for a continuous period of not less than six days :

Explanation—For the purpose of computation of the period of not less than six days specified in the first proviso of this sub-rule. (a) any day on which an employee required to attend [or work but is given only an allowance in lieu of attendance and not provided with work. (b) any day on which an employee is laid off on payment of wages under the Industrial Disputes Act, 1947 and (c) or holiday: With or without pay, granted by the employer to an employee in period of six days immediately preceding the rest day, shall be deemed to be days on which the employee has worked. Any such day shall be allowed to an employee in a scheduled employment on the rest day unless, he has, or will have, a substitute rest day on one of the five days immediately before or after the rest day. Provided that no substitution shall be made which in the employee's absence for more than a day consecutively without a rest day for a whole day. (3) Where in accordance with the foregoing provisions of this rule, any employee works on rest day or a substituted day on any of the five days before or after the rest day, the rest day for the purpose of calculating the weekly hours of work, shall be included in the week in which the substituted rest day occurs. An employee shall be granted for the rest day wage, calculated at the rate applicable to the next preceding day and in case he works on the rest day and has been given a substituted rest day, he shall be paid wages for the rest day on which he worked, at the overtime rate and wages for the substituted rest day at the rate applicable to the next preceding day : Provided that where the minimum daily rate of wages of the employee as notified under the Act has been worked out by dividing the minimum monthly rate of wages by twenty-six, or where the actual daily wages of the employee has been worked out by dividing the monthly rate of wages by 26 and such actual daily rate of wages is not less than the notified minimum rate of wages of the employee, no for the rest day shall he and in case the employee works on the rest day and has been given a substituted rest day, he shall be paid, only the rate of wages equal to the wages payable to him at the overtime rate, and if any dispute arises whether the daily rate of wages has been worked out as aforesaid, the Labour Commissioner may, on application made to him in this behalf, decide the same after giving an opportunity to the parties concerned to make written representation. Provided further that in the case of an employee governed by a piece rate schedule, the wages for the rest day, or, as the case may be, the substituted rest day, shall be such as the State Government may, by Notification in the Official Gazette, prescribe, having regard to the minimum rate of wages fixed under the Act in respect of the scheduled employment, this sub-rule. 'next preceding day' means the last day on which the employee has worked, which precedes the rest day. The provisions of this rule shall apply to the employees in scheduled employments other than agricultural employment. (6) The provisions of this rule shall not operate to the prejudice of favourable terms, if any, to which an employee may be entitled to the more favourable terms aforesaid. Explanation T—For the purpose of this rule, 'week' shall mean a period of seven days beginning at midnight on Saturday night, of hours of work which shall constitute a normal day. The number of hours which shall constitute a normal day shall be— (a) In the case of an adult— 9 hours. (b) In the case of a child— 4 hours. (2) The working day of an adult worker shall be so arranged that he works for 12 hours on any day. (3) The number of hours of work in the case of an adolescent shall be the same as that of an adult or child according as he is certified to work as an adult or a child by a competent medical practitioner approved by the State Government.

87(53i-LAB/MW/79 May, 1980 Gazette, Extra-ordinary issue dated 17-6-1980. 11 Commissioner may, on application made to him in this behalf, decide the same after giving an opportunity to the parties concerned to make written representation. Provided further that in the case of an employee governed by a piece rate schedule, the wages for the rest day, or, as the case may be, the substituted rest day, shall be such as the State Government may, by Notification in the Official Gazette, prescribe, having regard to the minimum rate of wages fixed under the Act in respect of the scheduled employment, this sub-rule. 'next preceding day' means the last day on which the employee has worked, which precedes the rest day. The provisions of this rule shall apply to the employees in scheduled employments other than agricultural employment. (6) The provisions of this rule shall not operate to the prejudice of favourable terms, if any, to which an employee may be entitled to the more favourable terms aforesaid. Explanation T—

For the purpose of this rule, 'week' shall mean a period of seven days beginning at midnight on Saturday night, of hours of work which shall constitute a normal day. The number of hours which shall constitute a normal day shall be— (a) In the case of an adult— 9 hours. (b) In the case of a child— 4 hours. (2) The working day of an adult worker shall be so arranged that he works for 12 hours on any day. (3) The number of hours of work in the case of an adolescent shall be the same as that of an adult or child according as he is certified to work as an adult or a child by a competent medical practitioner approved by the State Government.

(4) The provisions of sub-rule (1) to (3) shall, in the case of workers in Agricultural employment, be subject to such modification as may, from time to time, be Notified by the State Government. (5) No child shall be employed or permitted to work more than hours on any day. Rule 24A —Night shift—where a Worker in a scheduled employment works on a shift Which extends beyond midnight— (a) a holiday for the whole day for the purpose of rule 23 shall in his case, mean a period of twenty four hours beginning from the time when his shift ends ; and (b) the following day in such a case shall be deemed to be the period of twenty four hours beginning from the time when such shift ends, and the hours after midnight during which such worker was engaged in work shall be counted towards the previous day. 12 (2i) A register of overtime shall be maintained by every employer in



Form-IV in which entries under the columns specified therein shall be made as and when overtime is worked in any establishment. The register shall be kept in the workshop and maintained. Where no overtime has been worked in any wage period a 'Nil' entry shall be made across the body of the register at the end of the wage period indicating also in precise terms the wage period to which the 'Nil' relates.



25. Extra Wages (Or Overtime When a worker works in an ployment for more than nine hours on any day or for more than forty eight hours in any week.

he shall in respect of overtime work be entitled to wages, (a) in the case of employment In Agriculture, at one and a half time the ordinary wages rates (b) in the case of any other scheduled employments, at double the ordinary rate of wages.

Explanation : —The expression "ordinary rate Of wages" means the basic wage plus such allowances including the cash equivalent of the advance occurring through the concessional sale to the persons employed of foodgrains and other articles as the persons employed is for the time being entitled to but does a bonus, (2) A register showing overtime payment shall be kept in



form IV (3) Nothing in these rules shall be deemed to affect the provisions of the Factories Act, 1948, 226.

Form of registers and records—Kli A Register of wages shall be maintained by every employer at the workshop in Form-X ; (2) Every employer shall, in respect of each person employed in the establishment complete the entries pertaining to a wage period— (a) in columns I to 15 of Form-X, before the date on which the wages for such period fall due (b) in column 16 and 17 of the said Form, on the date when payment is made, and obtain the signature or thumb impression of the employee in column-18 of the said Form on the date when payment is made (3) A wage slip in Form-XI shall be issued by every employer to every person employed by him at least a day prior to the disbursement of wages. (4) Every employer shall get the signature or thumb impression of every person employed on the register wages and wage slip. (5)

Entries in the register of wages and wage slips shall be authenticated by the employer or any person authorised by him in this behalf. A Register maintained by employer at the work spot in Form-V and the attendance of each person employed in the establishment shall be recorded daily in that Form within three hours of the commencement of the work shift or relay for the as the Case may be. 13 426A. Preservation of registers—A register required to be maintained under rules 21 2S (2) and 26 (and the muster roll required to be maintained under rule 16 (6) shall be preserved for a period of three years after the date of last entry made therein. 326B. (1) Production of registers and other records registers and records required to be

maintained by an employer under these rules shall be produced on demand before the Inspector during the course of inspection of the establishment : Provided that the Inspector may, if it is necessary demand the production of the registers and records in his office or such other public place may nearer to the employer Any infringement of the provisions of the Act or these rules noticed by the Inspector and communicated to the employer during the course of an inspection or otherwise, shall be rectified by the employer and

compliance report in respect thereof shall be submitted to the Inspector, on or before the date specified by him in this behalf. 6, 26C, Notwithstanding anything in these rules Where a combined (alternative) form is sought to be issued by the employer to avoid duplication of work for compliance with the provisions of any other of the rules framed thereunder, an alternative suitable form in lieu of any of the forms prescribed

under rules may be used with the previous approval of the Labour Commissioner, Tripura

6. Inserted by a notification No.F. published in the Tripura Extra-ordinary issue dated 17-6-80. 3, 4. S. inserted by a Notification No. F. 87(53FLAB/MW/79 Dt. May, 1980 and published in the Tripura Gazette, 2 Extraordinary issue dated 17-6-1980

CHAPTER V CLAIMS UNDER THE ACT, 27. Application :—An application under sub-section (2) of Section 20 or sub-section (1) of Section 21. by or on behalf of an employed person or group of employed persons shall be made in duplicate in forms VI & V 11. as the case may be. ? g. A uthorisation : —
authorisation to act on behalf of an employed person or persons. under sub-s:ction (2) of Section 20 or of sub-section of Section 21 shall be in



form VIII by an instrument which shall be presented to the Authority hearing the application and shall be kept as part of the record



29. Appearance of parties If an application under sub-section (2) Section 20 or Section 21 is entertained the Authority shall serve upon the employer by registered post a notice in



form IX to appear before him on a specified date with all relevant documents and witnesses. if any, and shall inform the applicant of the date so specified. (2) If the employer or his representative fails to appear on the specified date, the Authority may hear and determine the application ex-parte. (3) If the applicant or his representative fails to appear on the specified date, the Authority may dismiss the application. (4) An order passed under sub-rule (2) or sub-rule (3) may be set aside on sufficient cause being shown by the defaulting party within one month of the date Of the said order, and the application shall then be reheard after service of notice on the opposite party of the date fixed for re-hearing, in the manner specified in sub-rule CHAPTER SCALE OF cos-rs IN PROCEEDINGS UNDER THE ACT

30. COSTS) The authority, for reasons to be recorded in writing, may direct that the cost of any proceeding pending before it shall not follow the event.(2) The costs which may be awarded shall include (i) expenses incurred on account of coun fees ; (ii) expenses incurred on subsistences money Io witnesses and (iiii) pleader's fees to the extent ot ten rupees provided that the Authority in any proceeding may reduce the fees to a sum not less than five rupees or for reason to be recorded in writing increase it to a sum not exceeding twenty-five (3) Where there arc more than one pleaders or more onc appli- cations or opponents the Authority may, subject as aforesaid award to the successful party or parties such costs as it may deem prorr

31. Court fee court fee payable in respect of proceedings under Section 20 shall be—(i) for every application to summon a witness, one rupee in respect of each witness : (ii) for every application made by or on behalf of an individual _one ; provided that the Authority may if in its opinion the applicant is a proper exempt him wholly or partly from the payment of such fees ; Provided further that no fee shall be chargeable (a) from [xrsons employed in Agriculture ; and (b) in respect Of an application made by an Inspector. 16 FORM REGISTER OF FINES RULE Name P rnployces DeiNrtment Rar of wages date or offences for Which fine FORM RULE 21 WIE' her workman showed cawse against Oncot not. if so, enter date. Reøster of dedwtim ror or caused to by tix neglect or default o' ot employees Whether worker cause aga inst ion if enter date. Date on which total amount realised. Emp Depart rncnl Date and amount 01 Damage or loss dutc. No. of instalments. it any- 17 ANNUAL RETURN FORM (Rule 21 (4) DEDUCTION FROM WAGES Return for the year ending thc 31st December 1. (a) Name of the establishment & postal address Nnme residential address 'he owner/Contractor (c) Name & residential address of the Managing Agent 'Director (Partner-in-charge) of the day to day affairs of the establishment owned by a Company, body corporutc Of Association . (di Name and residential address of the manager/agent. if 2. 5. 7. 8

9. Number of days worked during the year .Number of mandays worked during the year Average daily
 nurntrr Of persons employed during the year (i) Adults , Total wages paid in cash (ii) Children Total cash
 value of the wages paid in kind Disbursement from fines. Deduction (a) Fines_ Pu NO. Of cases Total
 amount pal se. Total amount. (b) Deduction for damage or loss. (c) Deduction for breach of contract.
 Balance of fine fund inhand at the end of the year . Dated . Signature . Designation This is the aggregate
 number of attendance during the year The a-verage daily number of employed during the year is obtained
 by dividing the aggregate number of attendance during the year by the number of working days- Cash
 value of the wages paid in kind should be obtained by taking the difference between the cost price paid by
 the employer and the actual price paid by the employees for supplies of essential commo- dities given at
 concessional rates. 18 FORM Rule 25 OVERTIME REGISTER FOR WORKER : MONTH ENDING
 Fathers/ name Designauon and Department on which overtime worked Normal rate on each occasion
 Overtime rate a I overtime worked or production Of piece Normal hours Normal workers Overtime
 carmng Total earning 14 Name of establishments— W. NO. Rule 26 Muster ROI' Fa t her's/ Name the
 ending Date on Which overtime payment mado Nature or work Total attan• 31 Remarks 19



FORM VI (FORM OF APPLICATION BY AN EMPLOYEE UNDER SECTION In the Court Of the
Authority appointed under the Minimum wages Act. 1948 [or Application No. O frough official of
registered under the Trade Unions Act



1926. Add ress (2) Address Versus of 19 Application(s) .a lcn•al practitioner Union which is Opponents.

The above named applicant(s) beg(s) respectfully to submit as follows (1) that (2) that . The applicant(s) has (have) been paid wages at less than the minimum rates Of wages. The applicant(s) estimate(s) the value of the relief sought by him (them) at the sum of Rs. The applicant(s) pray(s) that a direction may be issued under sub-section (3) of the Section tor:— (a) Payment of the difference between the wages due according the minimum rates 01 wages fixed by the Government and to the wages actually paid. und (b) Compensation amounting to Rs. The applicant(s) beg(s) Icavc to amend OT made alternation in the appli- cation, if any and when necessary. Signature or thumb impression of the employces, legal practitioner or official of a registered trade ur-ton duly autho- rised- 20 The applicant(s) do (es) solemnly declare that what is stated above is true to the best of his (their) knowledge. belief and information, This verification is signed at . 19 day of Signature or thumb impression of the employee(s) or legal practitioner or official of a registered trade union duly authorised. When the application is by a group Of employees, the thumb impression or signature of two of the applicants needs be put to the application and a full list of applications should be attached to the applications. FORM FORM OF APPLICATION BY AN

INSPECTOR OR PERSON ACTING WITH THE PERMISSION OF ITIE AUMORITY UNDER SECTION 20(2). In the Court of the Authority under the Minimum Wages Act. 1948 for Application NO_

Address _ ddrss of 19 applicant_ Versus Opponent. The above named applicant begs respectfully to submit as follows (1) that . (2) that . The opponent is bound to pay wages at the minimum rates of wages fixed by Government but he has paid less wages to the following employees at sum Of Rs, The applicant prays that a direction may be issued under sub-section (3) of section 20 for (a) Payment of the difference between the wages due according to the minimum rates of wages fixed by Government and the wages actually paid, 21 (b) Compensation amounting to Rs. . The applicant t*gs Icavc to amend or add to make alter.tions in the application if and when necessary. Signature . The applicant does solemnly declare that what is stated above is true to the best of his knowledge. belief and information, This vsrification signed . day. .19 FORM Form of Authority in favour of a Legal Practitioner or any official Of a registered trudge union referred to in Section 2KY2). In the Court of the Authority appointed under the Minimum Wages Act, 1948, for . Application No, Versus. I hereby authorise Mr. official of the registered trade union of . .

of 19 Applicant(s) Opponent(s) , a legal practitioner, an . to appear and act on my behalf in the above described proceeding and to do all things incidental to such appearing and acting. Signature or thumb- impression of the employee. FORM TX FORM OF SUMMONS TO THE OPPONENT TO APPEAR BEFORE THE. AUTHORITY WHEN AN APPLICATION UNDER SUB-SECTION (2) OF SECTION 20 OR UNDER SECTION 21 IS ENTERTAINED. (Title Ot the application) To (Name, description and place of residence) WHEREAS has made the above said applica- tion to me under the Minimum Wages Act. 1948. you are hereby summoned 22 to appear before me in person or by a duly authorised agent. and able to answer all material questions relating to the appiicalion, or who shall he accompanied by some vrrson able to answer all such questions. on the o•clock in the noon. to appoint . day . for the final disr»sai Of the application, you must be prepared to produce on that day all the witnesses upon whose evidence and all the documents upon which you intend to rply in support Of your defence. Take notice that in default of your appearance on the day before men- tioned, the application will be hcurci and determined in your absence.

FORM X Register of Wages (Rule 26<1) . Name of Establishment . Wage period from , Serial No. 2. 3. 4.
5. 6. 8. 9. IO. 11. 12 _ 13. 14. 15. 16. 17



18. Name of the employee. Father's/Husband's, name Designation. Minimum rate of wages payable. Basic Rates of wages actually Basic paid D.A. Total attendance/units of work done Overtime worked. Gross wages payable. Employee's contribution to P.F. Other deductions. Total deductions Wages paid Date of payment Signature or thumb-impression of employee. Place . Deductions Inserted by Notification No. Dt. May, 1980 published In the Tripura Gazette, Extra-ordinary issue dated 17-6-1980. 2. 4. 5. 6. 9. 23



FORM X1 WAGE SLIP Name of the establishment Place Name of employee with Father's/Husband's name Designation Wage period Rate of wages payable : Basic Total attendance/units of work done. Overtime wages. Gross wages payable. Total deductions. Net wages paid. pay in charge Employee's signature/thumb impression. Inserted by Notification No. F. 87Es».LAB/MW/79 Dt. May, 1980 published in the Tripura Gazette, Extra ordinary issue dated 17-6-1980.

