

## The Odisha Labour Welfare Fund Act, 2005 and Odisha Rules, 2015

### ➤ Objective of the Act

- An act to constitute a Fund for financing of activities to promote the welfare of labour and establishment of a Board for conducting such activities.
- Odisha Labour Welfare Fund has been constituted under Sec.3 of the Act .
- Odisha Labour Welfare Board constituted under Sec. 4 of the Act and the Labour Commissioner, Odisha is the Welfare Commissioner of the Board.
- The Assistant Labour Officers, District Labour Officers, Divisional Labour Commissioners and Joint labour Commissioners are the notified Inspectors under Sec 18 of the Odisha Labour Welfare Fund Act.

### ➤ Coverable establishments:

- All Factories and Motor Transport Undertakings
- Shop, Commercial Establishment, Society, Charitable and other trust employing **20 or more persons**.

### ➤ Employees:

Any person who is employed in an establishment for a period of **30 days** during the period of 12 months, for hire or reward to do any skilled or unskilled, manual, supervisory, clerical or technical work except persons employed mainly in a managerial capacity/ an apprentice/ employed on part-time basis.

### ➤ Procedure for getting Registration Code by the Employer:

<https://pareshram-labour.odisha.gov.in/>

- **Notice of opening (Rule.3(1))**

Every employer has to submit the notice of opening in **Form A** to the Welfare Commissioner or to such other authorized officer within 30 days of commencement of establishment.

- **Notice of Change (Rule.3(2))**

Every employer shall within 30 days of any change taking place in regard to any information furnished, give notice of such change in **Form B** to the Welfare

Commissioner, provided that in case a particular type of information changes frequently in any establishment, the notice of such change may, with the approval of the Welfare Commissioner, be served within fifteen days from the closing of each half year ending the 30th June and the 31st December.

- **Notice of Closure (Rule.3(3))**

Where an employer intends to close down his business for good and sufficient reasons, he shall serve a notice of such intended closure in **Form C** to the Welfare Commissioner at least, 60 days before the date on which the intended closure is effective, provided that any such closure shall be in accordance with the provisions of law.

➤ **Procedure for depositing contribution and dues**

- **Employer's & Employees' contribution (Sec.10& Rule 6)**

Every employer during the 12 months preceding the 31st December of every year, shall pay to the Welfare Commissioner or such officer as may be authorized in this behalf, the employer's contribution and the employee's contribution before the 15th day of January and the 15th day of July of every year in respect of all employees whose names stand on the register of establishment preceding the 31st December and the 30th June respectively, along with a statement showing full particulars in **Form F**.

Employee's Contribution-                      Rs.20/- per year

Employer's Contribution-                      Rs.40/- per year per employee

- **Fines realized from Employees and unpaid accumulation held by the Employer (Sec.8 & Rule 5)**

Every employer shall pay to the Welfare Commissioner or to such authorized employee of the Board all fines realized from the employees of his establishment and unpaid accumulations during the quarters ending the 31st March, the 30th June, the 30th September and the 31st December within 15 days from the closing of each quarter.

- Details of Bank Account for online deposit of dues/ contribution:

Name : **ODISHA LABOUR WELFARE BOARD**  
Name of the Bank : **State Bank of India**  
Branch : **Government Treasury Branch, Bhubaneswar**  
Branch Code : **9025**  
SB A/c. No. : **36814392962**  
IFSC : **SBIN0009025**  
MICR : **751002006**  
CIF No. : **89801087639**

- **Maintenance of Registers by Employers(Rule-4)**

(1) Every employer shall maintain and preserve for a period of five years

**(a)Form D-** Register of wages to be maintained by the Employer in except in cases where a combined muster roll cum register of wages is maintained under any other law for the time being in force **(Rule.4(1)(a))**.

**(b)Form E-** Consolidated register of unclaimed wages and fines to be maintained by the Employer. The employer has to forward a copy of the extract from the Register in Form E pertaining to the previous year, to the Welfare Commissioner by 31st January of every year (Rule.4(1)(b), 4(2)).