

**GOVERNMENT OF INDIA  
OFFICE OF THE DEVELOPMENT COMMISSIONER  
SEEPZ SPECIAL ECONOMIC ZONE  
MINISTRY OF COMMERCE & INDUSTRY  
ANDHERI (EAST)  
MUMBAI - 400 096.**

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No. SEEPZ-SEZ/LAB/426/13-14

11 May, 2015

**CIRCULAR NO. 45 /2015-16**

**Sub: - Submission of Annual Returns.**

As all the SEEPZ-SEZ units are aware, that the Government of Maharashtra have delegated certain powers under 1) The Payment of Bonus Act, 1965, 2) Child Labour (Prohibition and Regulation) Act, 1986, 3) Minimum Wages Act, 1948, 4) Payment of Wages Act, 1936, 5) Contract Labour (Regulation and Abolition) Act, 1970, 6) Maharashtra Workmen Minimum House Rent Allowance Act, 1983, to the Development Commissioner, Special Economic Zone.

In this connection, this is to inform you that the following Statutory Returns are to be furnished by SEZ Units :-

1. The Payment of Bonus Act, 1965. (Rule 5 Form 'D')
2. The Maternity Benefit Act, 1961. (Rule 15 Form 11)

The prescribed format copies are enclosed for your ready reference. You are requested to furnish the above Returns for the year 2014-2015 latest by 31<sup>st</sup> May, 2015. Those units who had already submitted these returns need not submit again.



(P.S.Raman)  
Jt. Development Commissioner  
SEEPZ-SEZ

Encl :- As above.

Copy to:- All SEZ units under jurisdiction of DC, SEEPZ-SEZ.

**THE PAYMENT OF BONUS ACT, 1965**  
**THE PAYMENT OF BONUS RULES, 1975.**

**[FORM 'D']**

(See Rule 5)

Annual Return-Bonus paid to employees for the accounting  
year ending on the .....

1. Name of the establishment and its complete postal address:
2. Nature of Industry:
3. Name of the employer:
4. Total number of employees:
5. Number of employees benefited by bonus payment:

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1. Ins. by G.S.R. 1147, dt. 23.8.1979 (w.e.f.8.9.1979)

2. Ins. by S.O. 251, dt. 7.1.1984 (w.e.f. 21.1.1984)

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Total amount payable as Bonus under section 10 or 11 of the Payment of Bonus Act, 1965 as the case may be.	Settlement if any, reached under Section the Industrial Disputes Act, 1947, with date	Percentage of bonus declared to be paid
(1)	(2)	(3)

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Total amount of bonus actually paid	Date on which payment made	Whether bonus has been paid to all the employees, if not, reasons for non- payment.	Remarks
(4)	(5)	(6)	(7)

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Signature of the employer or his agent “]

**THE MATERNITY BENEFIT ACT, 1961.**  
**THE MAHARASHTRA MATERNITY BENEFIT RULES, 1965.**

FORM 11

[See rule 15]

Return to be submitted to the Competent Authority on or before the  
15<sup>th</sup> January each year

1. Name of the Factory.
2. Name of Occupier.
3. Name of the Manager.
4. Year ending 31<sup>st</sup> December 19
5. Average number of women employed daily.
6. Number of women who claimed maternity benefit under section 6 of the Maternity Benefit Act, 1961.
7. Number of women who were paid maternity benefit for actual birth.
8. Number of other persons who were paid maternity benefit under section 7 of the Maternity Benefit Act, 1961.
9. Total amount of maternity benefit paid.
10. amount of medical bonus paid.

Signature of employer.