

	<p>भारत सरकार / Government of India  वाणिज्य एवं उद्योग मंत्रालय / Ministry of Commerce &amp; Industry,  विकास आयुक्त का कार्यालय / Office of the Development Commissioner,  सीपज़ – विशेष आर्थिक क्षेत्र / SEEPZ-Special Economic Zone,  अंधेरी (पूर्व), मुंबई / Andheri (E), Mumbai – 400 096  टेलि. / Tel. : 022-28294265  ई-मेल / E-mail: dr.vijaykumarr1@gov.in , वेबसाइट / Website:  www.seepz.gov.in</p>	
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File No. SEEPZ-SEZ/LAB-190ED/1/2023-LABOUR/ Date: 19/01/2023

To,  
All the SEEPZ-SEZ Units,  
SEEPZ-SEZ, Andheri(East),  
Mumbai-400096.

Subject: Employees details in SEEPZ-SEZ Unit.

Ref: Circular No./LAB/ 02/2022-2023 dated 12/01/2023.

Sir/Madam,

With reference to above subject, it is to inform that this office has issued a Circular No./LAB/02/2022-2023 dated 12/01/2023 regarding availing the service of 'Common Crèche Facility'. In this regard, it is requested to all SEEPZ-SEZ units to provide the employees details in prescribed format as mentioned below within 07 days in this office after receiving this letter so that further necessary action may be taken in this matter at the earliest. It is also stated that the said information shall be submitted to this office on or before every year 7<sup>th</sup> of April.

Sr. No.	Unit Name & Address	LOA No.	Total Employees in the Unit (A+B+C+D)	Financial Year	Male		Female	
					Contractual (A)	Pay Roll (B)	Contractual (C)	Pay Roll (D)
				Upto 31/03/2023				
				As on till date				

This issues with the approval of competent Authority.

Yours faithfully,

File No.LAB-190ED/1/2023-LABOUR

Signed by Dr. Vijaykumar  
R. Londhe  
Date: 19-01-2023 16:11:54  
Reason: Approved

(Dr. Vijaykumar Rohidas Londhe)  
Assistant Development Commissioner,  
SEEPZ-SEZ

Enclosed as above