



HERTTZ GLOBAL COMPLIANCE SERVICES PVT. LTD.

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CHENNAI : Sri Dev Complex, 1st Floor, Old No.31/6, New No.65/6, CIT Nagar 1st Main Road, Chennai - 600 035. Ph: +91 44 2434 0589

BRANCHES : Mumbai | Hyderabad | NCR | Kolkatta | Pune | Indore | Nagpur | Imphal | Ahmedabad



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JANUARY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	List of Holidays 1. English New Year 15. Pongal 16.. Thiruvalluvar Thinam 17. Uzhavar thirunal 26.Republic day			

Andaman & Nicobar
30- Jan Annual Return Under Sexual Harassment Act,2013
Andhra Pradesh
31- Jan Return of Festival Holidays to Inspector under National and Festival Holidays
15-Jan Apprentices Act, 1961 Apprentices Half Yearly Return
31-Jan Apprentices Act, 1961 Joining Report for Apprentices
31-Jan Annual Return Under Employee Compensation Act
30-Jan Annual Return Under Sexual Harassment Act ,2013
31-Jan The LWF Act
30-Jan Quarterly Return under Employment Exchange Act Q4
31-Jan Annual Return under Factories Act
20-Jan 2nd Half Yearly Return of Work Committees under ID Act
Arunachal Pradesh
31-Jan Quarterly Return Under Employment Exchanges Act Q4
21-Jan Maternity Annual Return
Assam
31-Jan Annual Return under Maternity Benefit Rules
31-Jan Annual Return Under Employee Compensation Act
31-Jan Quarterly Return Under Employment Exchanges Act Q4
31-Jan Annual Return Under Sexual Harassment Act 2013
30-Jan Half Yearly Return of Work Committees under ID Act
Bihar
31-Jan Annual Return under Maternity Benefit Rules
31-Jan Quarterly Return Under Employment Exchanges Act Q4
30- Jan Annual Return Under Employee Compensation Act (Schedule)
31- Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Annual Return Under Payment of Gratuity Act
15-Jan Annual Return under Factories Act
31-Jan Quarterly Return 4 under S and E Act
Central Govt
15-Jan Apprentices Act, 1961 Apprentices Half Yearly Return (Rule 14(7))
31-Jan Apprentices Act, 1961 Joining Report for Apprentices (Rule 14(3))
30-Jan Employment Exchanges Act, 1959 Quarterly Returns Under Exchanges Act (5, Rule 6)
30-Jan Annual Return Payment of Wages in FORM 4
30-Jan Annual Return Minimum Wages in FORM 3
20-Jan Half Yearly Return of Work Committees under ID Act
20-Jan Central ID Rules, 1957 Submission Of Returns (56A)
Chandigarh
21-Jan Annual Return under Maternity Benefit Act
31-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Annual Return Under Payment of Gratuity Act
31-Jan Annual Return Under Employee Compensation Act
31-Jan Quarterly Return under Employment Exchange Act Q4
15-Jan 2nd Half Yearly Return under Factories Rules
15-Jan Annual Return under Factories Act
20-Jan Half Yearly Return of Work Committees under ID Act
Chattisgarh
21-Jan Annual Return under Maternity Benefit Rules
31-Jan Annual Return Under Employee Compensation Act 31-
Jan Quarterly Return under Employment Exchange Act Q4
31-Jan Annual Return Under Payment of Gratuity Act
31-Jan Annual Return Under Sexual Harassment Act
15-Jan Annual Return under Factories Act
Daman Diu
30- Jan Combined Annual Return
30-Jan Annual Return
31- Jan Daman & Diu Annual Return Under Factory Act

Goa
31- Jan Annual Return under Maternity Benefit Rules
30- Jan Quarterly Return under Employment Exchange Act Q4
31- Jan Annual Return Under Employee Compensation Act
31-Jan Annual Return under the Minimum Wages Act
31-Jan Annual Return under Payment of Wages Act
15-Jan Annual Return under Factories Act
Gujarat
31-Jan Quarterly Return Under Employment Exchanges Act Q4
10-Jan Apprentices Act, 1961 Payment of Stipend to Apprentices
31-Jan Apprentices Act, 1961 Joining Report for Apprentices
31-Jan Annual Return under Factories Rules
31-Jan Annual returns Under Employee Compensation Act, 1923
31-Jan Consolidated Annual Return
15-Jan Half Yearly Return under Factory Rules
20-Jan Gujarat Industrial Disputes Rules, 1966 Submission of Returns
Haryana
21-Jan Annual Return under Maternity Benefit Act Haryana Rules
31-Jan Annual Return under Punjab LWF Act
31-Jan Quarterly Return Under Employment Exchanges Act Q4
10-Jan Apprentices Act, 1961 Payment of Stipend to Apprentices
31-Jan Annual Return Under Employee Compensation Act
31-Jan Annual Return Under Sexual Harassment Act ,2013
15-Jan Annual Return under Factories Act
15-Jan Annual Return of accidents under Factories Act
20-Jan Half Yearly Return of Work Committees under ID Act
31-Jan S & E Change of Notice By Sub Section 13 of Punjab S&E Act,1958
Himachal Pradesh
21-Jan Annual Return under Maternity Benefit Act
31-Jan Quarterly Return under Employment Exchange Act Q4
30-Jan Annual Return Under Sexual Harassment Act, 2013
20-Jan Half Yearly Return of Work Committees under ID Act
Jammu & Kashmir
31-Jan Annual Return Under The Payment of Wages Act
31-Jan Annual Return Under The Minimum Wages Act
21-Jan Annual Return Under The Maternity Benefit Act
31-Jan Quarterly Return under Employment Exchange Act Q4
31-Jan Annual Return Under Employee Compensation Act
30-Jan Annual Return Under Sexual Harassment Act, 2013
Jharkhand
21-Jan Annual Return under Maternity Benefit Rules
30-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Annual Return Under Employee Compensation Act
01-Jan Annual Return Under Bihar Contract Labour (regulation And Abolition) Rules, 1972
31-Jan Annual Return under the Minimum Wages Act
31-Jan Annual Return under Payment of Wages Act
15-Jan Annual Return under Factories Act
31-Jan Quarterly Return 4 under S and E Act
Karnataka
28-Jan Notice for Payment of Gratuity Act (as and when required) Dec
31-Jan Annual Return of Fines and unpaid accumulations under LWF Act - Q4
31-Jan Quarterly Return Under Employment Exchanges Act Q4
15-Jan Monthly Return for Nov Under Bangalore Profession Tax ,Trade and Ceilings
31-Jan Combined Annual Return
20-Jan 2nd Half Yearly Return of Work Committees under ID Act
31-Jan Half Yearly Return Under CLRA License - HY II

Kerala
31-Jan CLRA Annual Return
31-Jan Quarterly Return for quarter ended December
30-Jan Annual Return under Maternity Benefit Rules
31-Jan Annual Return Under Payment of Gratuity Act
31-Jan Annual Return Under Sexual Harassment Act,2013
30-Jan Annual Return Under Shops and Establishment Act
Madhya Pradesh
21-Jan Annual Return under Maternity Benefit Rules
31-Jan Annual Return Under Payment of Gratuity Act As n When
31-Jan Annual Return under the Minimum Wages Act
15-Jan LWF Half Yearly 15 Jan
31-Jan Quarterly Return for quarter ended December
31-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Employee Compensation
15-Jan Annual Return under Factories Act
Maharashtra
15-Jan Annual Return under Maternity Benefit Act Rules
07-Jan Annual Return Under Sexual Harassment Act, 2013
30-Jan International Worker Monthly Return
31-Jan Annual Information about establishment covered under the ESIC Act
15-Jan Half Yearly Return by contractor & Principal Employer (in duplicate)
31-Jan Annual Return Under Maharashtra Factory Act , 1963
31-Jan Monthly Return for December Under Maharashtra Profession Tax , Trade and Ceilings
31-Jan Quarterly Return for quarter ended December
21-Jan Annual Return of Work Committees under ID Act
New Delhi
31-Jan Annual Return under Maternity Benefit Act Delhi Rules
30-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Workmen Compensation Act
31-Jan Quarterly Return for quarter ended December
15-Jan 2nd Half Yearly Return under Factories Rules
15-Jan Annual Return under Factories Act
20-Jan Half Yearly Return of Work Committees under ID Act
No State
31-Jan Annual Return under Gujarat LWF Act
01-Jan Consolidated Annual Return
31-Jan Annual Return Under Payment of Gratuity Act
31-Jan Quarterly Return for quarter ended December
15-Jan Second Half Yearly Return under Factories Rules
Orissa
31-Jan Annual Return under Maternity Benefit Act
31-Jan Quarterly Return for quarter ended December
31-Jan Annual Return Under Payment of Gratuity Act
31-Jan Combined Annual Return under Factories Act
Punjab
21-Jan Annual Return under Maternity Benefit Act Punjab Rules
31-Jan Employment Exchanges Act, 1959 Quarterly Returns Under Exchanges Act (5, Rule 6)-Q4
31-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Workmen Compensation Act
15-Jan 2nd Half Yearly Return under Factories Rules
15-Jan Annual Return under Factories Act
20-Jan Half Yearly Return of Work Committees under ID Act

Rajasthan
21-Jan Annual Return under Maternity Benefit Act Rules
31-Jan Annual Return Under The Contract Labour Act
30-Jan Quarterly Return under Employment Exchange Act Q4
30- Jan Annual Return Under Sexual Harassment Act, 2013
15-Jan Half Yearly Return 2 under Factories Rules
15-Jan Annual Return under Factories Act
Tamil Nadu
31-Jan Annual Return under Sexual Harassment Act
31-Jan Annual Return under Maternity Benefit Act Rules
31-Jan Annual Return under LWF Act
31-Jan Annual Return under the Minimum Wages Act
31-Jan Under Contract Labour Rules
31-Jan Industrial Establishments (Conferment of Permanent Status to Workmen) Rules 1981
31-Jan Under Payment of Wages Rules
31-Jan Under Tamil Nadu Shop and Establishment Rules
31-Jan Under Payment of Gratuity Rules
31-Jan Tamil Nadu Payment of Subsistence Allowance Rules, 1981
31-Jan Under Tamil Nadu Minimum Wages Rules
31-Jan Quarterly Return Under Employment Exchanges Act Q4
31-Jan Under Workmen Compensation Act
31-Jan Under Maternity Benefit Rules
31-Jan Annual Return under Factories Rules
31-Jan Annual Return under Se Act Monthly
Telangana
31-Jan Quarterly Return Under Employment Exchanges Act Q4
31-Jan Annual Return Under Payment of Gratuity Act
Uttar Pradesh
21-Jan Annual Return under Maternity Benefit Act Rules
31-Jan Quarterly Return Under Employment Exchanges Act Q4
31-Jan Annual Return - The Workmens Compensation Act, 1923
31-Jan Annual Return Under Sexual Harassment Act, 2013
15-Jan Annual Return under Factories Act
15-Jan Annual Nomination of Occupier
Uttarakhand
21-Jan Annual Return under Maternity Benefit Act Rules
31-Jan Quarterly Return Under Employment Exchanges Act Q4
31-Jan Annual Return of Deductions under the Minimum Wages Act
30-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Workmen Compensation Act
15-Jan Annual Return under Factories Act
15-Jan Annual Nomination of Occupier
West Bengal
21-Jan Annual Return under West Bengal Maternity Benefit Rules
31-Jan Annual Return under Labour Welfare Fund Act
31-Jan Quarterly Return for quarter ended December
31-Jan Annual Return Under Sexual Harassment Act, 2013
31-Jan Half Yearly Return The West Bengal Contract Labour (regulation And Abolition) Rules, 1972 Sec.82
31-Jan Annual Return under Payment of Wages Act
31-Jan Annual Return under Factories Act
31-Jan Annual Return of Canteen
31-Jan Annual Return of Creche
31-Jan Annual Return - Shelters, Rest-rooms and Lunch rooms
15-Jan Quarterly Return Q1 under Factories Act



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FEBRUARY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Andaman & Nicobar

01-Feb Annual Return Under the Bonus Act
Andhra Pradesh
15-Feb Annual Return Under the Contract Labour Act
Arunachal Pradesh
01-Feb Annual Return Under the Bonus Act
Assam
01-Feb Annual Return Under the Minimum Wages Act
01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return Under the Payment of Wages Act
Bihar
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return Under the Payment of Wages Act
15-Feb Annual Return Under the Contract Labour Act
Central Govt
01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return Under the Contract Labour Act
Chandigarh
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return Under the Payment of Wages Act
15-Feb Annual Return Under the Contract Labour Act
Chattisgarh
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return Under the Payment of Wages Act
15-Feb Annual Return Under the Contract Labour Act

Goa

01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Contract Labour Act
Gujarat
01-Feb Annual Return Under Factory Act
15-Feb Annual Return Under the Contract Labour Act
Haryana
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return Under the Payment of Wages Act
15-Feb Annual Return Under the Contract Labour Act
Himachal Pradesh
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return of Compensatory Holidays
Jammu & Kashmir
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Contract Labour Act
Jharkhand
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Contract Labour Act
Karnataka
01-Feb Annual Return Under the Bonus Act
01-Feb Combined Annual Return under Factories Rules
15-Feb Monthly Return for Jan Under Bangalore Profession Tax, Trade and Ceilings
15-Feb Annual Return Under the Contract Labour Act
Kerala
01-Feb Annual Return Under the Minimum Wages Act
01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return Under the Minimum Wages Act

Madhya Pradesh

01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return Under the Contract Labour Act
Maharashtra
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under Employee Compensation
01-Feb Annual Combined Return Under Shop & Establishment
15-Feb Annual Return sent by principal Employer
15-Feb Annual Return of Accidents and Dangerous Occurrences under Factories Rules
28-Feb Monthly Return of Jan Under Maharashtra Profession Tax, Trade Ceilings
28-Feb International Worker Monthly Return
Manipur
01-Feb Annual Return Under the Bonus Act
Meghalaya
01-Feb Annual Return Under the Bonus Act
Mizoram
01-Feb Annual Return Under the Bonus Act
Nagaland
01-Feb Annual Return Under the Bonus Act
New Delhi
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return Under the Payment of Wages Act
15-Feb Annual Return Under the Contract Labour Act

No State

01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
01-Feb Annual Return Under the Factories Act
15-Feb Annual Return under payment of Wages Act
15-Feb Annual return Under the Contract Labour Act
Orissa
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return under payment of Wages Act
15-Feb Annual return Under the Contract Labour Act
Pondicherry
01-Feb Annual Return Under the Bonus Act
Punjab
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return under payment of Wages Act
15-Feb Annual return Under the Contract Labour Act
Rajasthan
01-Feb Annual Return of Deductions under the Minimum Wages Act
01-Feb Annual Return Under the Minimum Wages Act
01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return of Accident and Factories Act
Sikkim
01-Feb Annual Return Under the Bonus Act

Tamil Nadu

01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return under payment of Wages Act
15-Feb Annual return Under the Contract Labour Act
Telangana
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual Return under payment of Wages Act
Tripura
01-Feb Annual Return Under the Bonus Act
Uttar Pradesh
01-Feb Annual Return under payment of Wages Act
01-Feb Annual Return Under the Bonus Act
15-Feb Annual Return under payment of Wages Act
15-Feb Annual return Under the Contract Labour Act
Uttarkhand
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return under the Contract Labour Act (Shram Suvidha Portal)
15-Feb Annual Return under payment of Wages Act
West Bengal
01-Feb Annual Return Under the Bonus Act
01-Feb Annual Return Under the Minimum Wages Act
15-Feb Annual return Under the Contract Labour Act

OUR SERVICES

- ❖ End to End Payroll Processing
- ❖ EPF (The Employees Provident Fund Act 1952)
- ❖ ESI (The Employees State Insurance Act 1948)
- ❖ S&E (Shops and Commercial Establishments Act)
- ❖ Catering Establishment Act
- ❖ Professional Tax
- ❖ Labour Welfare Fund Act 1972
- ❖ CLRA (The Contract Labour Regulation & Abolition Act 1970)
- ❖ The Minimum Wages Act -1948
- ❖ The Payment of Wages Act - 1936
- ❖ The Payment of Bonus Act - 1965
- ❖ The Maternity Benefit Act 1961
- ❖ Gratuity Payment Act 1972
- ❖ Directorate of Industrial Safety and Health - (Factory Plan Approval & License)
- ❖ Pollution Licence Act 1981 (Licence & Inspection)
- ❖ Fire Licence Act 2005 (Fire NOC)
- ❖ Contract Staffing - All Categories
- ❖ Compliance Audit
- ❖ PSARA (Private Security Agency Regulation Act)-2005
- ❖ PoSH (Prevention of Sexual Harassment) Act - 2013
- ❖ DIC (District Industries Certificate)
- ❖ IT, GST, Taxation, Filling & Returns

MARCH - 2023

Su	Mo	Tu	We	Th	Fr	Sa
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



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MARCH 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	List of Holidays 22 Telugu New Year

Jharkhand

31- Mar Annual Return under S and E Act

Karnataka

15- Mar Monthly Return for Feb Under Bangalore Profession Tax , Trade and Ceilings

Maharashtra

30- Mar International Worker Monthly Return
31- Mar Monthly Return for Feb Under Bangalore Profession Tax , Trade and Ceilings.

Orissa

31- Mar Combined Annual Return under Shops and Establishments Act



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- ❖ S&E (Shops and Commercial Establishments Act)
- ❖ Catering Establishment Act
- ❖ Professional Tax
- ❖ Labour Welfare Fund Act 1972
- ❖ CLRA (The Contract Labour Regulation & Abolition Act 1970)
- ❖ The Minimum Wages Act -1948
- ❖ The Payment of Wages Act - 1936
- ❖ The Payment of Bonus Act - 1965
- ❖ The Maternity Benefit Act 1961
- ❖ Gratuity Payment Act 1972
- ❖ Directorate of Industrial Safety and Health - (Factory Plan Approval & License)
- ❖ Pollution Licence Act 1981 (Licence & Inspection)
- ❖ Fire Licence Act 2005 (Fire NOC)
- ❖ Contract Staffing - All Categories
- ❖ Compliance Audit
- ❖ PSARA (Private Security Agency Regulation Act)-2005
- ❖ PoSH (Prevention of Sexual Harassment) Act - 2013
- ❖ DIC (District Industries Certificate)
- ❖ IT, GST, Taxation, Filing & Returns

APRIL - 2023

Su	Mo	Tu	We	Th	Fr	Sa
26						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						5



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APRIL 2023

SUN	MON	TUE	WED	THU	FRI	SAT
30	List of Holidays 4 Mahaveer Jayanth 7 Good Friday 14 Tamil New Year 22 Ramjan					1
2	3	4 Mahaveer Jayanthi	5	6	7 Good Friday	8
9	10	11	12	13	14 Tamil New Year	15
16	17	18	19	20	21	22 Ramjan
23	24	25	26	27	28	29

Andhra Pradesh

30- Apr Quaterly Return under Employment Exchange Act Q1

Arunachal Pradesh

30- Apr Quarterly Return Under Employment Exchanges Act Q1

Assam

31- Apr Quarterly Return Under Employment Exchanges Act Q1

Bihar

30- Apr Quarterly Return Under Employment Exchanges Act Q1

30- Apr Quarterly Return 1 under S and E Act

Central Govt

30- Apr Employment Exchanges Act, 1959 Quarterly Returns Under Exchanges Act (5, Rule 6)

Chandigarh

30- Apr Quarterly Return under Employment Exchange Act Q1

Chattisgarh

30- Apr Quarterly Return under Employment Exchange Act Q1

Goa

30- Apr Quarterly Return under Employment Exchange Act Q1

Gujarat

30- Apr Quarterly Return Under Employment Exchanges Act Q1

Haryana

30- Apr Quarterly Return Under Employment Exchanges Act Q1

Himachal Pradesh

30- Apr Quarterly Return under Employment Exchange Act Q1

Jammu & Kashmir

30- Apr Quarterly Return under Employment Exchange Act Q1

Jharkhand

30- Apr Quarterly Return 1 under S and E Act

Karnataka

15- Apr Monthly Return for March Under Bangalore

Profession Tax Trade and Ceilings

30- Apr Annual Renewal for PT

30- Apr Quarterly Return Under Employment Exchanges Act Q1

Kerala

30- Apr Quarterly Return for quarter ended march

Madhya Pradesh

30- Apr Quarterly Return for quarter ended march

Maharashtra

15- Apr Half Yearly Return March Ending

30- Apr International Worker Monthly Return

30- Apr Monthly Return for March Under Maharashtra

Profession Tax , Trade and Ceilings

30- Apr Quarterly Return for quarter ended 31st March

New Delhi

30- Apr Quarterly Return for quarter ended March

Orissa

30- Apr Quarterly Return for quarter ended March

Punjab

15- Apr Half Yearly Return under Punjab LWF Act

30- Apr Employment Exchanges Act, 1959 Quarterly Returns

Under Exchanges Act (5, Rule 6) -Q

Rajasthan

30- Apr Quarterly Return under Employment Exchange Act Q1

Tamil Nadu

30- Apr Quarterly Return Under Employment Exchanges Act Q1

Telangana

30- Apr Quarterly Return Under Employment Exchanges Act Q1

30- Apr Consolidated Annual Return

Uttar Pradesh

30- Apr Quarterly Return Under Employment Exchanges Act Q1

Uttarakhand

30- Apr Quarterly Return Under Employment Exchanges Act Q1

30- Apr Annual Return under S n E Act

West Bengal

15- Apr Quarterly Return Q2 under Factories Act

30- Apr Quarterly Return for quarter ended 31st March

OUR SERVICES

- ❖ End to End Payroll Processing
- ❖ EPF (The Employees Provident Fund Act 1952)
- ❖ ESI (The Employees State Insurance Act 1948)
- ❖ S&E (Shops and Commercial Establishments Act)
- ❖ Catering Establishment Act
- ❖ Professional Tax
- ❖ Labour Welfare Fund Act 1972
- ❖ CLRA (The Contract Labour Regulation & Abolition Act 1970)
- ❖ The Minimum Wages Act -1948
- ❖ The Payment of Wages Act - 1936
- ❖ The Payment of Bonus Act - 1965
- ❖ The Maternity Benefit Act 1961
- ❖ Gratuity Payment Act 1972
- ❖ Directorate of Industrial Safety and Health - (Factory Plan Approval & License)
- ❖ Pollution Licence Act 1981 (Licence & Inspection)
- ❖ Fire Licence Act 2005 (Fire NOC)
- ❖ Contract Staffing - All Categories
- ❖ Compliance Audit
- ❖ PSARA (Private Security Agency Regulation Act)-2005
- ❖ PoSH (Prevention of Sexual Harassment) Act - 2013
- ❖ DIC (District Industries Certificate)
- ❖ IT, GST, Taxation, Filling & Returns

MAY - 2023

Su	Mo	Tu	We	Th	Fr	Sa
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28	29	30	31	1	2	3



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	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	List of Holidays 1. May Day		

Karnataka

31- May Annual Return for PT

15- May Monthly Return for Feb Under Bangalore

Profession Tax, Trade and Ceilings

Maharashtra

30- May International Worker Monthly Return

31- May Monthly Return for April Under Maharashtra

Profession Tax , Trade and Ceilings



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- ❖ Professional Tax
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- ❖ The Minimum Wages Act -1948
- ❖ The Payment of Wages Act - 1936
- ❖ The Payment of Bonus Act - 1965
- ❖ The Maternity Benefit Act 1961
- ❖ Gratuity Payment Act 1972
- ❖ Directorate of Industrial Safety and Health - (Factory Plan Approval & License)
- ❖ Pollution Licence Act 1981 (Licence & Inspection)
- ❖ Fire Licence Act 2005 (Fire NOC)
- ❖ Contract Staffing - All Categories
- ❖ Compliance Audit
- ❖ PSARA (Private Security Agency Regulation Act)-2005
- ❖ PoSH (Prevention of Sexual Harassment) Act - 2013
- ❖ DIC (District Industries Certificate)
- ❖ IT, GST, Taxation, Filling & Returns

JUNE - 2023

Su	Mo	Tu	We	Th	Fr	Sa
28				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1



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JUNE 2023

SUN	MON	TUE	WED	THU	FRI	SAT
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	List of Holidays 29. Bakrid

Andhra Pradesh

30 - June Integrated Combined Return under Shop & Establishment

Gujarat

30 - June Half Yearly Return under LWF Act, 30th June

Karnataka

15- June Monthly Return for May Under Bangalore Profession Tax, Trade and Ceilings

Maharashtra

30 - June Annual PT Return Employer for current financial year

30 - June International Worker Monthly Return

30 - June Monthly Return for May Under

Maharashtra Profession Tax, Trade and Ceilings

30 - June Half Yearly Return under LWF Act, 30th June

Telangana

30 - June Profession Tax Annual Return Fin. Yr



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- ❖ The Minimum Wages Act -1948
- ❖ The Payment of Wages Act - 1936
- ❖ The Payment of Bonus Act - 1965
- ❖ The Maternity Benefit Act 1961
- ❖ Gratuity Payment Act 1972
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- ❖ Fire Licence Act 2005 (Fire NOC)
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- ❖ PoSH (Prevention of Sexual Harassment) Act - 2013
- ❖ DIC (District Industries Certificate)
- ❖ IT, GST, Taxation, Filling & Returns

JULY - 2023

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JULY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
30	31		List of Holidays 29 Muharram			1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Jammu & Kashmir

31- July Quarterly Return under Employment Exchange Act Q2
Jharkhand

01-July Annual Return under Bihar CONTRACT LABOUR
(REGULATION AND ABOLITION) RULES, 1972
15-July Half Yearly Return under Factories Rules
31-July Quarterly Return 2 under S and E Act

Karnataka

31 - July Annual Return of Fines and unpaid accumulations under LWF Act - Q2
30 - July Quarterly Return under Employment Exchanges Act Q2
15 - July Monthly Return for June under Bangalore Profession Tax,
Trade and Ceilings

15 - July Half Yearly Return under Factories Rules
20 - July 1st Half Yearly Return of Work Committees under ID Act
31 - July Half Yearly Return Under CLRA License - HY I

Kerala

30-July Quarterly return for quarter ended June
Madhya Pradesh

30-July Quarterly Return for quarter ended june
15-July LWF Half Yearly 15 July
15-July Half Yearly Return under Factories Rules

Maharashtra

31- July Monthly Return for June Under Maharashtra Profession Tax ,
Trade and Ceilings

30 - July Quarterly Return for quarter ended June
15 - July Half Yearly Return by contractor & Principal Employer of
Maharashtra Labour Welfare Fund Act

30-July International Worker Monthly Return

New Delhi

30-July Quarterly Return for quarter ended june
15-July 1st Half Yearly Return under Factories Rules
20-July Half Yearly Return of Work Committees under ID Act

No State

15-July First Half Yearly Return under Factories Rules

Orisa

30-July Quarterly Return for quarter ended June

Punjab

31-July Employment Exchanges Act, 1959 Quarterly Returns
Under Exchanges Act (5, Rule 6)-Q2

15-July 1st Half Yearly Return under Factories Rules

20-July Half Yearly Return of Work Committees under ID Act

Rajasthan

30-July Quarterly Return under Employment Exchange Act Q2
15-July Half Yearly Return I under Factories Rules

Tamil Nadu

30- July Quarterly Return Under Employment Exchanges Act Q2
31- July Tamil Nadu Payment of Subsistence Allowance Rules, 1981

31-July Industrial Establishments (Conferment of
Permanent Status to Workmen) Rules, 1981

31-July Under Maternity Benefit Rules

31-July Under Payment of Gratuity Rules

31-July Under Tamil Nadu Shop and Establishment Rules

31-July Under Tamil Nadu Minimum Wages Rules

31-July Under Contract Labour Rules

31-July Under Payment of Wages Rules

31-July Half Yearly Return under Factories Rules

Telangana

30- July Quarterly Return Under Employment Exchanges Act Q2

Uttar Pradesh

30-July Quarterly Return Under Employment Exchanges Act Q2

15-July Half Yearly Return under Factories Rules

West Bengal

30-July Quarterly Return for quarter ended June
31-July Half Yearly Return The West Bengal Contract

Labour (Regulation And Abolition) rules, 1972 sec.82

15-July Quarterly Return Q3 under Factories Act

05-July Half Yearly Return under Factories Rules

Andhra Pradesh

15-July Apprentices Act, 1961 Apprentices Half Yearly Return

30-July Quarterly Return under Employment Exchange Act Q2

1st Half Yearly Return of Work Committees under ID Act

Arunachal Pradesh

30- July Quarterly Return under Employment Exchanges Act Q2

Assam

30-July Quarterly Return under Employment Exchanges Act Q2

20-July Half Yearly Return of Work Committees under ID Act

Bihar

30-July Quarterly Return under Employment Exchanges Act Q2

15-July Half Yearly Return under Factories Rules

31-July Quarterly Return 2 under S and E Act

Central Govt

30-July Employment Exchanges Act, 1959 Quarterly Returns Under
Exchanges Act (5, Rule 6)

20-July Half Yearly Return of Work Committees under ID Act

Chandigarh

31-July Proforma for Contribution Details under the LWF Act

30-July Quarterly Return under Employment Exchange Act Q2

15-July 1st Half Yearly Return under Factories Rules

20-July Half Yearly Return of Work Committees under ID Ac

Chhattisgarh

30-July Quarterly Return under Employment Exchange Act Q2

15-July Half Yearly Return under Factories Rules

Goa

30-July Quarterly Return under Employment Exchange Act Q2

15-July Half Yearly Return under Factories Rules

Gujarat

30-July Quarterly Return under Employment Exchanges Act Q2

15-July Half Yearly Return of Work Committees under ID Act

Haryana

30-July Quarterly Return under Employment Exchanges Act Q2

15-July Half Yearly Return under Factories Rules

20-July Half Yearly Return of Work Committees under ID Act

Himachal Pradesh

31-July Quarterly Return under Employment Exchange Act Q2

20-July Half Yearly Return of Work Committees under ID Act

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- ❖ IT, GST, Taxation, Filling & Returns

AUGUST - 2023

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SUN	MON	TUE	WED	THU	FRI	SAT
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	List of Holidays 15. Independence Day	

Karnataka

15 - Aug Monthly Return for July Under

Bangalore Profession Tax, Trade and Ceilings

Maharashtra

30 - Aug International Worker Monthly Return

31 - Aug Monthly Return for July Under

Maharashtra Profession Trade and Ceilings



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SEPTEMBER - 2023

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



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SUN	MON	TUE	WED	THU	FRI	SAT
List of Holidays 6. Gokulashtami 18. Vinayagar Chaturthi 28. Miladi Nabi					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Karnataka

15 - sep Monthly Return for Aug Under Bangalore

Profession Tax, Trade and Ceilings

Maharashtra

30 - Sep Monthly Return for August Under Maharashtra

Profession Tax, Trade and Ceilings

30 - Sep International Worker Monthly Return



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OCTOBER - 2023

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29	30	31				



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1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	List of Holidays 2. Gandhi Jayanthi 23. Saraswathi Poojai 24. Vijaya Dashami			

Andhra Pradesh

30 - Oct Quarterly Return under Employment Exchange Act Q3

Arunachal Pradesh

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

Assam

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

Bihar

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

31 - Oct Quarterly Return 3 under S and E Act

Central Govt

30 - Oct Employment Exchanges Act, 1959 Quarterly
Returns Under Exchanges Act (5, Rule 6)

Chandigarh

30 - Oct Half Yearly Return under Punjab LWF Act

30 - Oct Quarterly Return under Employment Exchange Act Q3

Chattisgarh

30 - Oct Quarterly Return under Employment Exchange Act Q3

Goa

30 - Oct Quarterly Return under Employment Exchange Act Q3

Gujarat

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

Haryana

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

Himachal Pradesh

31 - Oct Quarterly Return under Employment Exchange Act Q3

Jammu & Kashmir

31 - Oct Quarterly Return under Employment Exchange Act Q3

Jharkhand

31 - Oct Quarterly Return 3 under S and E Act

Karnataka

15 - Oct Monthly Return for Sep Under Bangalore

Profession Tax, Trade and Ceilings

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

31 - Oct Annual Return of Fines and unpaid accumulations under LWF Act Q3

Kerala

31 - Oct Quarterly Return for quarter ended September

31 - Oct Quarterly Return for quarter ended September

Maharashtra

15 - Oct Monthly Return for Sep Under Bangalore

Profession Tax, Trade and Ceilings

30 - Oct Quarterly Return Under Employment Exchanges Act Q3

31 - Oct Annual Return of Fines and unpaid accumulations under LWF Act Q3

New Delhi

31 - Oct Quarterly Return for quarter ended September

Orissa

31 - Oct Quarterly Return for quarter ended September

Punjab

15 - Oct Half Yearly Return under Punjab LWF Act

31 - Oct Employment Exchanges Act, 1959 Quarterly

Returns Under Exchanges Act (5, Rule 6)- Q3

Rajasthan

30 - Oct Quarterly Return under Employment Exchange Act Q3

Tamil Nadu

30 - Oct Quarterly Return under Employment Exchange Act Q3

Telangana

30 - Oct Quarterly Return under Employment Exchange Act Q3

Uttar Pradesh

30 - Oct Quarterly Return under Employment Exchange Act Q3

Uttarakhand

30 - Oct Quarterly Return under Employment Exchange Act Q3

West Bengal

15 - Oct Quarterly Return Q4 under Factories Act

30 - Oct Quarterly Return for quarter ended September

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NOVEMBER - 2023

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	List of Holidays 12. Deepavali	

Himachal Pradesh

30 - Nov Festival And Other Holidays under
Punjab National and Festival Holidays Act

Karnataka

15 - Nov Monthly Return for Oct Under
Bangalore Profession Tax, Tax , Trade and Ceilings

Maharashtra

30 - Nov Monthly Return for October Under
Maharashtra Profession Tax , Trade and Ceilings

30 - Nov International Worker Monthly Return

Punjab

30 - Nov Grant Of Festival And Other Holidays
under Punjab National and Festival Holidays Act



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DECEMBER - 2023

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DECEMBER 2023

SUN	MON	TUE	WED	THU	FRI	SAT
31	List of Holidays 25. Christmas				1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Arunachal Pradesh

30 - Dec Annual Return Under Sexual Harassment Act,2013
Assam
31 Dec Return of Festival Holidays to Inspector under National and Festival Holidays
Bihar
31 Dec Return of Festival Holidays to Inspector under National and Festival Holidays
Central Govt
30 - Dec Annual Return Under Sexual Harassment Act, 2013
30 - Dec Annual Return under the Minimum Wages Act
Chandigarh
31 Dec Return of Festival Holidays to Inspector under Punjab National and Festival Holidays Act
Chattisgarh
31 Dec Return of Festival Holidays to Inspector under National and Festival Holidays Act
31 Dec National festival Holiday
Dadra Nagar Haveli
30 - Dec Annual Return Under Sexual Harassment Act,2013
Daman Diu
30 - Dec Annual Return Under Sexual Harassment Act, 2013
Goa
30 - Dec Annual Return Under Sexual Harassment Act, 2013
31 Dec National festival Holiday

Gujarat

31 Dec Half Yearly Return under LWF Act, 31th Dec
30 - Dec Annual Return Under Sexual Harassment Act, 2013
31 Dec Annual Return of Holidays under Factory Act
Haryana
31 Dec Return Of Festival Holidays to Inspector under Punjab National and Festival Holidays Act
Jammu & Kashmir
31 Dec Return of Festival Holidays to Inspector under National and Festival Holidays
Jharkhand
31 Dec Return of Festival Holidays to Inspector under National and Festival Holidays Act
Karnataka
31 Dec Return Of Festival Holidays to Inspector under National and Festival Holidays Act
15 Dec Monthly Return for Nov Under Bangalore Profession Tax , Trade and Ceilings
30 - Dec Annual Return Under Sexual Harassment Act, 2 013
Kerala
31 Dec National festival Holiday
Madhya Pradesh
30 - Dec National festival Holiday

Maharashtra

30 - Dec International Worker Monthly Return
31 - Dec Monthly Return for November Under Maharashtra ProfessionTax Trade and Ceilings
15-Dec Half Yearly Return under LWF Act, 31th Dec
Manipur
30 - Dec Annual Return Under Sexual Harassment Act, 2013
Meghalaya
30 - Dec Annual Return Under Sexual Harassment Act, 2013
Mizoram
30 - Dec Annual Return Under Sexual Harassment Act,2013
Nagaland
30 - Dec Annual Return Under Sexual Harassment Act, 2013
New Delhi
31 - Dec Return Of Festival Holidays to Inspector under Delhi National and Festival Holidays Act
No State
30 - Dec Annual Return Under Sexual Harassment Act, 2013
31 - Dec Annual Return of Holidays under Factories Act
Orissa
30 - Dec Annual Return Under Sexual Harassment Act, 2013
31 - Dec Self Certification Undertaking

Pondicherry

Annual Return Under Sexual Harassment Act, 2013
Punjab
31 - Dec Return Of Festival Holidays to Inspector under Punjab National and Festival Holidays Act
Rajasthan
31 - Dec Annual Return of Holidays under Factories Act
Sikkim
30 - Dec Annual Return Under Sexual Harassment Act, 2013
Tamil Nadu
31 - Dec Return Of Festival Holidays to Inspector under National and Festival Holidays Act
Telangana
30 - Dec Annual Return Under Sexual Harassment Act, 2013
Uttar Pradesh
31 - Dec National and festival holidays
Uttarakhand
31 - Dec Annual Return to the Labour Welfare Commissioner
31 - Dec National festival Holiday

OUR SERVICES

- ❖ End to End Payroll Processing

❖ EPF (The Employees Provident Fund Act 1952)

❖ ESI (The Employees State Insurance Act 1948)

❖ S&E (Shops and Commercial Establishments Act)

❖ Catering Establishment Act

❖ Professional Tax

❖ Labour Welfare Fund Act 1972

❖ CLRA (The Contract Labour Regulation & Abolition Act 1970)

❖ The Minimum Wages Act -1948

❖ The Payment of Wages Act - 1936

❖ The Payment of Bonus Act - 1965
- ❖ The Maternity Benefit Act 1961

❖ Gratuity Payment Act 1972

❖ Directorate of Industrial Safety and Health - (Factory Plan Approval & License)

❖ Pollution Licence Act 1981 (Licence & Inspection)

❖ Fire Licence Act 2005 (Fire NOC)

❖ Contract Staffing - All Categories

❖ Compliance Audit

❖ PSARA (Private Security Agency Regulation Act)-2005

❖ PoSH (Prevention of Sexual Harassment) Act - 2013

❖ DIC (District Industries Certificate)

❖ IT, GST, Taxation, Filling & Returns

JANUARY - 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
22	23	24	25	26	27	28
29	30	31				