

LABOUR COMPLIANCE KIT (India – Karnataka Focus)

Includes all essential statutory registers for PF, Payroll & Labour Compliance.

1. Wage Register

Sl.No	Employee Name	Days Worked	Basic	HRA	Other	Gross	PF	ESI	PT	Net	Sign

2. Attendance Register

Sl.No	Employee Name	Month	1	2	3	4	5	6	7	...	31

3. PF Contribution Register

Sl.No	Emp Name	UAN	Basic	Employee PF	Employer PF	Total	Month

Sl.No	Emp Name	UAN	Basic	Employee PF	Employer PF	Total	Month

4. ESI Register

Sl.No	Emp Name	ESI No	Wages	Employee ESI	Employer ESI

5. Professional Tax Register

Sl.No	Emp Name	Salary	PT Deducted	Month

6. Bonus Register

Sl.No	Date	Officer Name	Dept	Purpose	Remarks	Sign

9. Monthly Compliance Checklist

- ✓ PF Filing before 15th
- ✓ ESI Filing before 15th
- ✓ PT Payment
- ✓ Payroll processing completed
- ✓ Employee records updated
- ✓ Registers updated
- ✓ Compliance documents filed