

# FORM C

## REGISTER OF EMPLOYEES

(Rules 5 of Punjab Shops and Commercial Establishments Rules 1958)

Name of Establishment \_\_\_\_\_ Year and Month \_\_\_\_\_

Name of employee \_\_\_\_\_

Father's/Husbands name \_\_\_\_\_

Age \_\_\_\_\_ Nature of work \_\_\_\_\_ whether employed on daily monthly contract or piece-rate.

Date of appointment \_\_\_\_\_

Supervisor	Interval for Rest and Meals	Overtime	Leave	Signature of

Date	From	To	From	Total	Total workers	From	To	Total	Remuneration due	Deduction	Date of application	Date of grant	Remarks	Employer	Employee

1. Total hours of overtime employment during the month \_\_\_\_\_

2. Leave availed during the month \_\_\_\_\_

Note. – If an employee has worked with previous employer the hours worked with him may be shown in the Remarks column.