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**URGENT**

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To

All Collectors,  
All Deputy Labour Commissioners,  
All Assistant Labour Commissioners,  
All District Labour Officers

**Sub: Composite Inspection Scheme.**

**Madam/Sir,**

You are aware that the field officers of the labour directorate are required to undertake inspections of different types of establishments under various labour laws. Although Labour Directorate issues month-wise targets to each Inspecting Officer for conducting inspections under different Acts, ~~the same is not carried out in the field in a systematic manner. The~~ Inspectors sometimes visit a single establishment more than once, for inspection under different Acts while many establishments are left uninspected for years together.

~~In order to ensure that field inspections are conducted in a systematic and efficient manner, it has been decided to adopt a **Composite Inspection Scheme**, the details of which are at **Annexure 1**. Under this Scheme, for each calendar year (January to December) a schedule of Inspections will be drawn up for each labour district, listing out all the establishments in the district and the month-wise schedule of inspection for these establishments by a specific Inspector. Every inspection shall be held so as to cover all the labour statutes applicable to that establishment. The report of inspection will be submitted in a combined inspection form as per a~~

