


CHECK LIST - Devki Devi Foundation (Saket)			
Annexure -A			
S.No.	Particulars	Description	
1	Name and Address of the Principle Employer	Max Super Specialty Hospital (a unit of Devki Devi Foundation) , 2, Press enclave Road,Saket, New Delhi-110017	
2	Website Address	www.devkidevifoundation.org	
3	Name and Address of the Proprietor/Director/ Partners	Maj.Gen.(Retd) H.S Mangat	
4	Phone / Mobile Number and E-mail ID of establishment / person incharge of contract work.	Mr. Rajan Sachdev, rajan.sachdeva@maxhealthcare.com Cont. No.	
5	Name and address of the place / Site where the contract workers are to be employed.	Max Super Specialty Hospital (a unit of Devki Devi Foundation) , 2, Press enclave Road,Saket, New Delhi-110017	
6	Phone / Mobile Number and E-mail ID of person incharge of the site.	Mr. Suresh Nagrath (details in Contractors List)	
7	Date of starting of Buisness		
8	Copy of Power of attorney/ Board resolution authorization to act as P. E.	Attached	
9	Copy of MOA / AOA / partnership Deed / Proprietor's ID Proof	under Trust	
10	Nature of Work for which contract workers are to be engaged / employed	Detail of contractor Attached	
11	Form "V" issued by P.E. to each contractor- Rule -21(2)	Issued as required	
12	Notice of commencement / completion of contract work - Rule -81 (3)	Issued as required	
13	Application in Form I - Rule 17(I)	Issued as required	
14	Agreement with each contractor along with rate & No. of workers for which contract has given	Issued as required	
15	Letter of extension of contract period issued to contractors , in case of renewal of license	Issued as required	

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16	Affidavit by P.E. regarding compliance of Rule 25 (2) (V) and that wages to contract workers are being paid through Account Payee Cheque/ECS.	Submitted along with ammendment application	
17	Name and Designation of the person authorized under Rule	As per Annexure A	
18	Challan of Registration Fees (G. A. R. -7)	Paid as required	
19	Registration Certificate No. under CLRA Act, 1970	CLA/ P.E./ 65/ 2004/ DLC(S) dated 10.02.2005	
20	Registration Number Certificate under the Companies Act , 1956		
21	Registration Number / Certificate under the Delhi Shop & Establishment Act, 1954/ Factories Act, 1948	N/A	
22	Registration No of EPF and Misc. provisions Act -1952		
23	Registration No of ESIC Act -1948		
24	Copy of application for amendment	Submitted	
25	Annual Return Rule 82(2)	Submitted	