

**Report of Periodic Desk Review of establishments**

Establishment Code: \_\_\_\_\_

Establishment Name: \_\_\_\_\_

Date of Coverage: \_\_\_\_\_ Coverage Section: \_\_\_\_\_

<b>Part-A(System generated report)</b>			
<b>Parameter</b>		<b>Status</b>	<b>Details</b>
Frequency of Contribution	No Contribution for more than one wage months in last 36 months	Y/N	<No. of months without Contribution>
Amount of Contribution	Variations in contribution as compared to last ECR (more than x%)	Y/N	<% of variation>
	No contribution in ECR with only min admin charges of Rs 75 in Account II	Y/N	<No. of months for which such ECR received>
Membership	Variations in membership as compared to last ECR (more than x%)	Y/N	<% of variation>
Form 5A Submitted		Y/N	
DSC updated		Y/N	
Contact Details	Mobile	Y/N	
	Email	Y/N	
	Geo tagging	Y/N	
KYC pending	Aadhaar	No. of UANs	
	Bank	No. of UANs	
	Mobile	No. of UANs	
	PAN	No. of UANs	

<b>Part-B(To be entered manually)</b>	
Date of last inspection	
Compliance status of last inspection report	
Pending 7A/14B enquiry	
Pending compliance related complaints	
Pending Current demands	
Pending Arrear demands	
If the establishment is under NCLT for liquidation or closure	
Others (E.g. Intelligence Inputs as available on websites of GST, MCA, ESIC or other agencies and/or media reports, etc.)	

*\*Note: The above format is only indicative. The Regional Offices may add relevant fields, as per requirement, for better capturing of available information and for strengthening the Periodic Desk Review mechanism.*