

Form-III*[see rule 7]***Quarterly return for new employment**

The following information is required to be submitted under the Haryana State Employment of Local Candidates Act, 2020.

Name and Address of the Employer	
Whether – Head Office or Branch Office.	
Type of Establishment (Company, Society, Limited Liability Partnership Firm, Partnership Firm or other establishment)	
Nature of business and Principal activity of the establishment	
Establishment Registration No. on designated portal	
Name and Address of the Employer	

1. Present Employment

Total number of persons on the pay roll of the establishment who draw monthly salary / wages as prescribed under section 3 of the Act, excluding apprentices.

(i) On the Last working day of the previous quarter (as on date).									
Men	Women	Transgender	Unskilled	Semi-Skilled	Skilled	Higher Skilled	Local Candidates	Other than Local Candidates	Total
Total									
(ii) On the Last working day of the current quarter (as on date).									
Men	Women	Transgender	Unskilled	Semi-Skilled	Skilled	Higher Skilled	Local Candidates	Other than Local Candidates	Total
Total									

2. Details of vacancies during the quarter and the number of vacancies filled during the quarter.

No. of Vacancies occurred during the quarter under reporting	No. of vacancies filled up during the quarter under reporting	Local Candidates	Other than Local Candidates	Total of new employment

3. Manpower Shortages, if any.

Name of the Occupation /Services or Designation posts	No. of unfilled posts	Qualification required	Experienced required	Skill/Training required

Certification:

It is certified that the statement of facts contained in this application is to the best of him knowledge and belief accurate.

**Signature of Employer / Owner/ Occupier /Partner
of the establishment with seal & Date**

To

The Authorized Officer,

Note:- The return is required to be filed, to the Authorized Officer, within twenty days from the last working day of the quarter under reporting.