

## FORM NO-18

(Prescribed under Rule No.94 of the Gujarat Factories Rules, 1963)

### REGISTER OF LEAVE WITH WAGES

1,2	Name & Sex					5	Department					8	Date of discharged/dismissal/quitting employment/superannuation/death while in service:									
3	Father's/ Husbunds name:-					6	Designation					9	Date of payment in lieu of leave with wages due in such case:									
4	Sr no in the register of Adult / Child Worker:-					7	Date of joining employment					10	Whether leave in accordance with scheme under section 79(8) was refused:									
1	Leave due as on 1st Jan of the year in Col. 1		Leave availed during the year				Leave refused out of regular leave mentioned in Col. 3	No of working days for computation of leave during the year mentioned in Co.1					Regular earned for the year mentioned Col. 1	Balance of leave admissible on 1st Jan.of the year foll.year mentioned in Col. 1		Leave period (ie.Col 4+5 in days)	Details of Wages Paid					Signature.
	Refused	Regular	Refused	Regular	Dates			Days worked	Lay-off	Meternity leave up to 12 weeks	Leave with wages enjoyed	Total (9+12)		Refused (Col.2+8-4)	Regular (Col.3+14-5-8)		Normal rates or wages excluding of any over time as well as bonus but including Dearness allowance(Rs.) Case equivalent of the advantages accruing through the concessional sale of food grains and other articles	Rate of wages for leave with wages paid (Rs) Col.18+19	Total wages paid of leave with wages enjoyed Rs. Col.17xCol. 20			
2	3	4	5	6	7	8	9						10			11				12	13	14
Jan																						
Feb																						
Mar																						
Apr																						
May																						
Jun																						
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