

Labour Compliance Audit

Staffing & Recruitment

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Runs a self-audit of labour and payroll compliance — licences, PF/ESI, wages, registers, returns and site compliance — with a gap list and fixes. Use it before a client or statutory audit. For the framework use the Statutory Compliance Management tool.

Purpose of this tool & output

Audit your own labour compliance

How the output is used

Use it to audit your own labour compliance — a labour compliance audit that finds PF, ESI, wage and record gaps before a client or inspector does.

Who should vet it

A labour-law consultant, to validate the audit findings and corrective actions before a client audit or inspection.

Important cautions

Client and statutory audits focus on wage minimums, timely PF/ESI deposit, valid licences and complete registers — gaps risk penalties, contract loss and principal-employer joint liability. This self-audit is a preparation aid, not legal certification; fix gaps genuinely and consult a professional for high-risk findings.

Companion documents

- Payroll Processing SOP
- Statutory Compliance Management
- Labour Compliance Calendar
- Minimum Wage & Wage Code Guide
- Full & Final Settlement Guide
- TDS & Form 16 Guide

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.