

Labour Compliance Calendar

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

Builds a compliance calendar of recurring labour and payroll due dates — PF, ESI, PT, TDS, returns and renewals — mapped by frequency and owner. Use it to hit every deadline. For the framework use the Statutory Compliance Management tool.

Purpose of this tool & output

Never miss a statutory due date

How the output is used

Use it to never miss a statutory due date — a labour compliance calendar of every PF, ESI, PT and return due date.

Important cautions

Due dates and professional-tax cycles vary by state and change over time — verify current dates for your states. Missing statutory dues attracts interest, damages and penalties. Assign clear owners and reminders with a buffer, and reconcile against payments made.

Companion documents

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

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.