

Employer-of-Record / Payroll Compliance Guide

Staffing & Recruitment

Document type: Plan / SOP / strategy / guide · Generated 29 Aug 2026

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

Explains your obligations as employer of record for deployed staff — wages, PF/ESI, professional tax, welfare, records and liability across client sites. Use it to run contract staffing compliantly. For the calendar use the Compliance Calendar.

Purpose of this tool & output

Meet your duties as the legal employer

How the output is used

Use it to meet your duties as the legal employer — an employer-of-record and payroll compliance guide across PF, ESI, wages and records.

Important cautions

As employer of record you carry full statutory liability for deployed staff even though they work at client sites, and the principal employer can be jointly liable — non-compliance triggers damages, prosecution and client indemnity claims. Confirm multi-state obligations and the Labour Codes transition with a professional.

Companion documents

- Deployment & Onboarding SOP
- Timesheet & Attendance Management
- Contract Workforce Management Plan
- Replacement & Backfill Policy
- Deployed Staff Welfare & Grievance
- Site / Principal-Employer Compliance

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.