

CHECK LIST-PRINCIPAL EMPLOYED

S.No.	Particulars	Description	PDF Attachment
1	Name and address of the P.E.	Modern Convent School, Sector-4, Dwarka, New Delhi 110078	
2	Website Address	www.modernconventschool.com	
3	Certificate in Special Education		
4	Name and address of the Proprietor/Director/Partners	Jitender Mann, Sector 4, Dwarka New Delhi 110078	
5	Phone/Mobile No. and E.mail of the Establishment/Person incharge of contract work	Ph. 01125080767 Mobile 9313757545 Mail at modernconventschool@rediffmail.com Contact Person- Mr. Jitender Mann	
6	Name and address of the place/Site where the contract workers are to be employed	Modern Convent School, Sector-4, Dwarka, New Delhi 110078	
7	Phone/Mobile No. and E. mail of the Establishment/Person incharge of the site	Ph. 01125080767 Mobile 9313757545 Mail at modernconventschool@rediffmail.com Contact Person- Mr. Jitender Mann	
8	Copy of Power of Attorney/Board resolution Authorizing to Act. As P.E.		Click here (School Resolution. PDF)
9	Nature of work for Contract worker are to be engaged/employed	House keeping staff, Security, Accountants, Gardener, Driver, Helper, Technical Asstt. etc	
10	Form "V" issued by P.E. ro each contractor- Rule 21(2)		Click here PDF
11	Notice of commencement/completion of contract work-Rule 81(3)		Click here (PDF)

12	Application if Form-Rule 17(1)		Click here (PDF)
13	Agreement with each contractor along with rate & No. of worker for which contract has been given		Click here (PDF)
14	Letter of extension of contract person issued to contractors, in case of renewal of licence	Nil	
15	Affidavit by P.E. regarding compliance of Rule 25(2)(v) and that wagesto contract workers are being paid through Account payee Cheques/ECS		Click here (PDF)
16	Name and designation of the person Authorized under Rule	Jitender Mann (Chairman)	
17	Challan of Registration fees- (GAR-7)		
18	Registration certificate No. under CLRA Act 1970		Click here to view
19	Registration No./Certificate under the Companies Act 1956		N/A
20	Registration No./ Certificate under the Delhi Shops & Establishment Act-1954/ Factories Act, 1948		N/A
21	Copy of the Application for Amendment		Click here to view
22	Annual Return-Rule 82(2)		Click here (PDF)