

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH  
(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph:0172-2665253-59, Fax: 0172-2608488)  
(ESTABLISHMENT BRANCH-IV)

15 JUN 2017

Endst. No.: GMCH/EIV/EA3(24/1)2017/ 24080-81 Dated, Chandigarh the,

A copy of File No. 26/11/2017-QES dated 19.05.2017 alongwith enclosure received from the Ministry of Labour & Employment, Labour Bureau, GOI, is forwarded to the following with the request to supply the requisite information **within 02 days positively**, so that the compiled information may be supplied to the quarter concerned accordingly.

1. The Office Superintendent (Estt. I,II, III HA-I & HA-II), GMCH, Chandigarh.
2. The System Analyst, IT Centre, GMCH with a request to e-circulate/email the same to all the HODs/Branch Incharges of GMCH Chandigarh.

*Rem*  
14/6/17  
Superintendent (Estt-IV)  
GMCH, Chandigarh.

*Mukherjee*  
*2*  
*12*

Subject: Quarterly Employment Survey - Govt of India  
To: dpgmch-chd@gmch.gov.in

Date: 06/05/17 12:19 PM  
From: QES Labour Bureau <qeslb2016@gmail.com>

5th round schedule.pdf (382kB)

Appeal Letter - 5th round (1).PDF (69kB)

Respected Sir/Madam,

Labour Bureau is conducting Quarterly Employment Survey in which we are covering 8 major sector of Indian economy viz Manufacturing, Construction, Trade, Transport, Health, Education, Accommodation & Restaurant and IT BPO.

In this regard, we hereby attaching the appeal letter and schedule of 5th round of QES.

Seeking your cooperation.

Thanking you in anticipation.

With Regards,

QES Division,  
Labour Bureau,  
Ministry of Labour & Employment,  
Chandigarh

No. QES/PA-DP/1305  
Dated: 05/06/17

011971

13/6/17  
EA-3



File No. 26/11/2017-QES

भारत सरकार / Government of India

श्रम और रोजगार मंत्रालय / Ministry of Labour & Employment

श्रम ब्यूरो / Labour Bureau

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Kendriya Sadan, Sector 9-A,

Chandigarh - 160 009

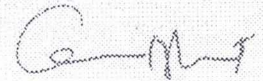
Dated: 11.04.2017

**APPEAL**

As you are aware, Labour Bureau is conducting Quarterly Employment Survey (QES) throughout the Country outcome of which is of immense value in policy formulation. The Fourth Round of QES has already been completed with your active involvement and association. Based on the results of the survey, report of Fourth Round of Quarterly Employment (QES) is going to be released shortly wherein the data collected from all the establishments has been pooled together. The identity of the individual units has been kept confidential.

After successful completion of the field work of Fourth Round, Labour Bureau is going to **launch Fifth Round of QES w.e.f. the third week of April, 2017**. I am quite confident that the same level of cooperation and association extended will result not only in timely completion of the data but also collection of quality data reflecting the realistic situation of employment front in the country.

Taking this opportunity, I once again thank you for facilitating Labour Bureau to achieve the objectives of the survey by extending whole hearted support and cooperation and hope the same for the Fifth Round of Quarterly Employment Survey (QES).



(Gaurav Bhatia)  
Deputy Director



Round		
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Confidential

Original	Substituted
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**Government of India**  
**Ministry of Labour & Employment**  
**Labour Bureau, Chandigarh**  
**(Quarterly Employment Survey)**

**I. Identification Particulars**

**1. Establishment**

**1a). Name & Address**

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**1b). Name of the Owner** ( Department name, in case of Government/Public Sector Undertaking (PSU))

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**1c). Location** (Within a Household Premises- 1, In a permanent Structure Outside Household-2 )

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**2. Rural/Urban** (Code: Rural-1; Urban-2)

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**3. Frame Serial No.** (copy from sample list)

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**4. Sample Serial No.** (copy from sample list)

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**5. NIC as per Frame** (3 digit level)  
(copy from sample list)

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**6. Description of the Economic Activity**

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**7. Description of goods produced/traded or services provided**

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**8. NIC at the time of visit** (5 digit level)  
(to be filled by supervisor)

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**9. Person contacted**

**9a). Name & Designation**

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**9b). E-mail**

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**9c). Phone/Mobile**

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**10. In case of Substitution, the reasons thereof:**  
(Code: Unit not in existence-1, Unit locked out for some time /temporary shutdown-2, Access denied -3, Adequate co-operation not extended-4, Others -9) Specify

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**11. Whether the unit is-**

(Code: Enterprise by itself-1, Main Office-2, Unit/Branch of an enterprise-3,)  
(In case of '3', Give name and address of the Main Office)

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**11a) Address of Main Office** \_\_\_\_\_

## II. Particulars of establishments

1. Usual nature of operation  
(perennial - 1, seasonal - 2, casual -3)
2. Current Operational Status  
(fully -1, partly - 2)
3. Ownership Code
4. Registration Information: whether the  
Unit is registered or not (Yes -1, No -2)
5. If Yes, then enter the registration information using codes (Yes-1, No-2)
  - 5.1 Shops and commercial establishments Act
  - 5.2 Companies Act, 1956
  - 5.3 Central Excise/Sales Tax Act
  - 5.4 Factories Act, 1948
  - 5.5 Societies Registration Act
  - 5.6 Co-operative Societies Act
  - 5.7 Directorate of Industries
  - 5.8 KVIC/KVIB/DC : Handloom/Handicrafts
  - 5.9 Act related to Building & Construction
  - 5.10 Registered with other agencies, Specify
6. Year Since Operational under current ownership
7. No of Shifts in Operation

### Codes for Ownership, item 3

<b>Public</b>	
Government / PSU	1
<b>Private:</b>	
Proprietary	2
Partnership	3
Company	4
Self Help Group	5
Cooperative	6
Non Profit Institution	7
Others	9



III. Employment and Vacancies details:

A) Do you maintain any record of employment in your unit?  
Yes-1, No-2

B) Total Employment (As on 1<sup>st</sup> day of the respective quarter)

Sl. No.	Category	Full Time		Part Time		Total	
		Male	Female	Male	Female	Male	Female
1	Self Employed						
2	Employee						
2.1	Regular (not on contract)						
2.2	Contract						
2.3	Casual						
	Total						

C) Is any Formal Skill Development Programme conducted in your unit? Yes-1, No-2

If yes, for your staff only-1, for others-2, for staff of your unit & others-3

D) Vacancies/Recruitment

1	Current Vacancies (as on 1 <sup>st</sup> day of current quarter)	
	Reasons for vacancies (Code ; Yes-1; No-2)	
	Resignation	
2	Retirement	
	Non-availability of Skilled Man Power	
	Others (please specify)_____	
3	Number of posts created during preceding Quarter	
4	Number of persons recruited during preceding Quarter	
5	Number of post withdrawn/lapsed during the preceding Quarter	
6	Number of person retrenched during the preceding Quarter	

**E) Education and Training details of the Employment (As on 1<sup>st</sup> day of the respective quarter) (excluding Health and Education sector)**

Sl. No.	Employment Status	Total Employment				
		Matric/Secondary or below	Above Matric/Secondary but Under Graduate	Graduate or above	Not known	Total
1	Self Employed					
2	Regular(not on contract)					
3	Contract					
4	Casual					
	<b>Total</b>					

**F) Employment Details for the Quarter (As on 1<sup>st</sup> day of the respective quarter)**

(i) Health Sector						
1	Total Employment (to be copied from III B)					
2	Clinical					
2.1	Medical					
2.2	Nursing					
2.3	Paramedical					
3	Non Clinical	Matric/Secondary or below	Above Matric/Secondary but Under Graduate	Graduate or above	Not known	Total
3.1	Self Employed					
3.2	Regular (not on contract)					
3.3	Contract					
3.4	Casual					
	<b>Total</b>					

(ii) Education Sector						
1	Total Employment (to be copied from III B)					
2	Teaching					
3	Non-Teaching					
3.1	Librarian					
3.2	Lab Technician					
3.3	Others	Matric/Secondary or below	Above Matric/Secondary but Under Graduate	Graduate or above	Not known	Total
3.3.1	Self Employed					
3.3.2	Regular (not on contract)					
3.3.3	Contract					
3.3.4	Casual					
	<b>Total</b>					



#### IV. Social Security Benefits

Sl. No.	Social security Schemes	Whether applicable (yes - 1, no - 2, not known-3)	If Yes, number of employees Covered
1	2	3	4
1	The Employees' State Insurance Act, 1948		
2	The Employees' Provident Funds & Miscellaneous Provisions Act, 1952 (EPF & MP Act)		
3	The Employees' Compensation Act, 1923		
4	The Maternity Benefit Act, 1961 (M.B. Act),		
5	The Payment of Gratuity Act, 1972		
6	Payment of Bonus Act, 1965		
7	Others (Specify _____)		

#### V. Particulars of field operations

Name of the Investigator											
Contact No./ Mobile											
Date of Visit	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>										
Signature of the Investigator											
Name & Designation of the State official assisted											
Name of the Supervisor											
Signature of the Supervisor with date											
Date of Scrutiny/inspection											
Name of the Officer/Consultant in charge											



VI. Comments by Investigator

VII. Comments by Supervisor

AD

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File No. 26/11/2017-QES  
भारत सरकार / Government of India  
श्रम और रोजगार मंत्रालय / Ministry of Labour & Employment  
श्रम ब्यूरो / Labour Bureau

011592 A/A  
22 JUN 2017  
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AH

Kendriya Sadan, Sector-9-A,  
Chandigarh - 160009  
Dated: 19.05.2017

To

Director, Principal  
Govt. Medical College & Hospital  
Sec-32, Chandigarh - 160030.

Recd  
12/6/17  
CA-I

Subject: Conduct of Quarterly Employment Survey (QES).

Sir/ Madam,

You might be aware the Labour Bureau, an office of the Ministry of Labour and Employment is, inter-alia, entrusted with the responsibility of compilation and release of the Consumer Price Index Numbers for Industrial workers and Agricultural / Rural Labourers on a regular basis. It also conducts a number of surveys/enquires for the benefit of workers and Industries.

Labour Bureau is conducting Quarterly Employment Surveys (QES) in the eight sectors namely Manufacturing, Construction, Trade, Transport, IT/BPO, Education, Health, Accommodation and Restaurants with expanded scope and coverage so that finding of the survey are reflective of the trends in employment for the industrial sector of the economy. Four rounds of QES have been completed successfully and reports thereon released. Now, the field work of the survey for the fifth round is likely to be launched in the month of May, 2017 and will be completed by the month of July, 2017.

In this context, a team of Labour Bureau officers would be visiting your establishment during the month of May, June and July 2017. You are therefore, requested to extend full cooperation to the visiting officers and keep the information ready on employment data for the various reference periods. It is assured that only consolidated information will be released and unit level information collected during the survey will be kept confidential. It is also requested that if Internet facility is available in your unit the same may be sent through E-mail to [QESLB2016@GMAIL.COM](mailto:QESLB2016@GMAIL.COM).

Yours faithfully,



Gaurav Bhatia  
(Deputy Director)