

ER-1 form

Quarterly return to be submitted to the local Employment Exchange for the quarter ended

The following information is required under the Employment Exchanges (Compulsory Notification of Vacancies) Rules, 1960 to assist in evaluating trends in employment and for action to correct imbalances between labour supply and demand.

Reg No.	<input style="width: 90%;" type="text"/>	Name of the employer	<input style="width: 90%;" type="text"/>
Head/Branch Office	<input style="width: 90%;" type="text"/>	Nature of business/principal activity	<input style="width: 90%;" type="text"/>

(b) Please indicate the main reasons for any increase or decrease in employment if the increase or decrease is more than 5% during the quarter.....

Note:- Establishment are reminded of their obligation under the employment exchanges (Compulsory Notification of Vacancies) Act for notifying to Employment Exchanges details of vacancies specified under the Act, before they are filled.

2. VACANCIES: Vacancies carrying total emoluments of Rs.60/- or over per month and of over three months duration.

2. (a) Number of vacancies occurred and notified during the quarter and number filled during the quarter

Number of vacancies which come within the purview of the Act				
Occurred	Notified		Filled	Source(Describe the source from which filled)
	Local Emp. Exchange			
1	2		3	4
<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>		<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>

2. (b) Reasons for not notifying all vacancies occurred during the quarter

Under report vide 2(a) above

Employer Name:		Year :	Quarter :
3. MANPOWER SHORTAGES		Vacancies/posts unfilled because of shortage of suitable applicants	
Name of the Occupation or designation of the post		Number of unfilled vacancies/posts	
	Essential qualifications prescribed	Essential experience in year	Experience Necessary
1	2	3	4
<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

