



Contractor Compliance

Digitise and manage your contractor compliances

Delhi/NCR | Mumbai | Pune | Bengaluru | Kolkata | Hyderabad | Chennai

www.teamleaseregtech.com

A hand is pointing at a document that features several bar charts and a line graph. The document is slightly out of focus, but the charts are clearly visible. The background is a solid blue color.

**"You must have a supplier
relationship of constant
improvement"**

-W. Edwards Deming

**"If you think compliance is
expensive try
non-compliance"**

-Former Deputy U.S Attorney General Paul McNulty

Overview

While the benefits of a temp and contract model are many, the partners working with the principal employer need to be well versed with all laws and regulations, non adherence of clauses may get the principal employer in trouble.

These are some of the critical statutory requirements that are to be met by the principal employer.

1. **Contract Labour (Regulation & Abolition) Act, 1970 & Rules 1971**
2. **Payment of Statutory liabilities under EPF, ESIC, PT and LWF**
3. **Maintenance of Statutory registers and filing periodical returns**
4. **Statutory License requirements under various regulations**

Challenges



Multiple Contractors

Organizations hire many contractors for a variety of work like Labour, Transport, Canteen, Security, etc. These contractors have different regulatory requirements



Limited Resources

Most of the organizations do not have a dedicated team to monitor and manage the contractor related compliances. Employees are required to manage this additional activity along with their primary responsibility



Manual Tracking

Contractor related compliances are mostly followed up over the emails and tracked on "Excel Spreadsheets". It becomes very cumbersome to follow up with multiple contractors each month and manually track the compliance documents shared by them on an excel spreadsheet



Lack of Real-time Updates

Absence of any technology platform does not facilitate real time view of the overall status of the contractor compliances at an organization level

TeamLease Offering

TeamLease vendor compliance management product helps corporates create a digital process to facilitate effective management of compliances related to its contractors. Our product provides a real-time view of the overall compliance status for all the contractors.



Additionally, we also offer a comprehensive compliance framework for contractors, with individual accesses to customer employees and contractors. This services includes identification, an finalization of compliance list along with monthly review and a GAP report of contractor compliances



Product Features



Cloud based SAAS Platform

- Web based access 24*7*365
- No capital expenditure on IT Infrastructure



Smart Dashboards

- Highly intuitive, colour coded, real time & personalized
- View compliance status across location and contractor types
- Dashboard view to all key stakeholders customer's/employers management, auditors & contractors



Integrated Document Management

- Central repository for all compliance documents for contractors
- Easy to store and retrieve documents for employer and contractor



Reports and Analytics

- Generate reports for parameters like contractor type, location / projects, contractor, status, etc.
- Facility to configure report formats as per your requirements
- Analytics to drive data-driven decision making



Compliance Submission and Flow

- Easy to adapt utility for contractors
- To & Fro utility between contractors and employers
- Complete audit trail of all communications



Notification Engine

- Automated reminders to contractors for periodic compliance submission
- Reminders and escalations sent on official emails with notifications on the platform
- Reminder email has links to individual compliance items for ease of navigation



Highly Configurable

- Easy to create all masters (Locations, contractors, acts & compliances, etc.)
- Easy to configure
- Highly customisable



Access & Support

- Provides access to each contractor and their sub-contractors
- Captures all license details and support renewal tracking
- Visibility of status and actions items to contractors SPOC
- Supports compliance monitoring for sub- contractors as well

Audit Service and Coverage



Comprehensive compliance Framework for contractors (Cloud based SAAS platform) with individual accesses to contractors and customer employees



Identification and finalization of compliance list to be obtained from contractors



Monthly review of agreed compliances for contractors covering all relevant acts and regulations under labour laws and other laws



Submission of GAP report for contractor compliances

Areas of Laws:

Labour Laws

- Contract Labour (Regulation and Abolition) Act 1970
- Employees State Insurance Act 1948
- Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act 1979
- Maharashtra Labour Welfare Fund Act 1953
- Maternity Benefit Act 1961
- Minimum Wages Act 1948
- Payment of Bonus Act 1965
- Payment of Gratuity Act 1972
- Payment of Wages Act 1936
- Private Security Agencies (Regulation) Act 2005

Other Regulatory Laws - Case to case basis as per the Customer's Requirements

Assignment Approach

FINALIZATION OF THE COMPLIANCE LISTING

- Assessment of compliance applicability based on the contractor / location
- Preparation of draft compliance list for each contractor type

REVIEW OF COMPLIANCE DOCUMENTS

- Thorough review of the compliance documents received from the contractors
- Follow up with the contractors for additional documents / clarifications / observations

FOLLOW UP WITH CONTRACTORS

- Follow up with contractors periodically over email and phone for the documents
- Periodic status update to customer (w.r.t. document submission by contractors)

FINALIZATION OF THE DRAFT REPORT

- Preparation of the draft GAP report for each contractor
- Discussing the same with contractors and finalizing the draft report with their Comments
- Submission of the consolidated GAP report with the customer (Summary and detailed version)



TeamLease Edge



Make decisions easily with our management report that will give a structured summary based on level of risk, location, category among other parameters



Be in control with a structured and accurate breakdown of all compliances, acts for the organisation and the vendors



Assurance of company reputation as the audit coverage includes areas of law, locations and review period



Peace of mind comes easy as the compliance audit team comes with deep domain expertise in addition to the groundwork required for business understanding and compliance applicability assessment



Reduce the cost of poor compliances as the organisation can detect and prevent missing of both critical and non critical compliances



AVACOM - Product Suite

Helping India Comply

Statutory Compliance Module

01

1,536+ Acts, 69,233+ Compliances, 6,618+ Filings across 28 States, 8 UTs & Local bodies

Internal Compliance Module

02

Define your own Internal Compliances & Manage them



Litigation Module

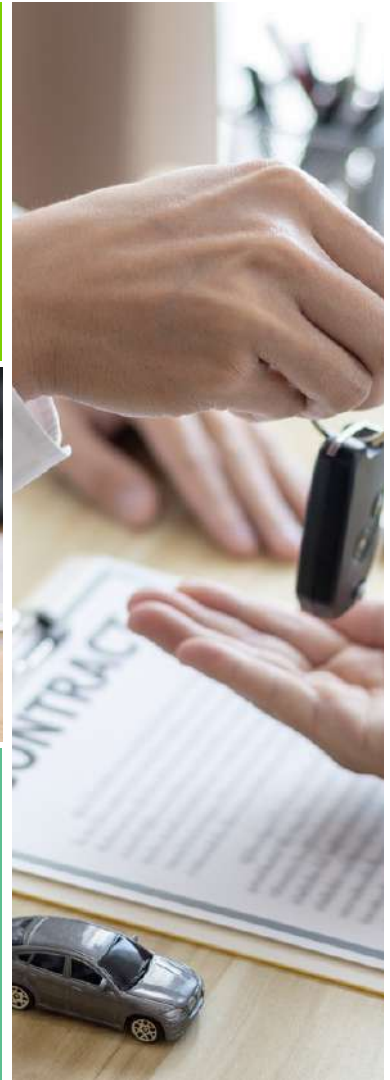
03

Manage the life cycle of all legal Cases/Notices

Contract Management Module

04

Manage all agreements, contracts & templates



AVASEC

05

Manage all your secretarial compliances

License Management Module

06

Manage all statutory & other Licenses / Registrations



Compliance Audit

07

Manage your compliance audits

Our Clients

Our Clients

 PARAG Ideas for a new day					
					
					
					
					
					
					
					

Our Clients



CONTACT US

TeamLease Regtech Pvt. Ltd.

Awfis Space Solutions Pvt Ltd, Opposite Commissioner Office,
1 Church road, Camp, Pune, 411001

📍 Ahmedabad | Bangalore | Chennai | Delhi/NCR |
Hyderabad | Kolkata | Mumbai

📞 9899245318

✉️ sales@tlregtech.com

🌐 www.teamleaseregtech.com