



Contractor Compliance Lifecycle

Managed Services for Principal

Empower your contractors to stay
compliant consistently and confidently.



Why This Matters ?

Effective contractor compliance does not begin with filings or challans. It starts with accurate workforce data, payroll validation, and minimum wage verification, which ultimately drive statutory contributions and compliance documentation.

Organisations operate with manpower contractors across locations, and when registers, challans, or filings are incomplete, the exposure ultimately rests with the principal employer during inspections and audits.

Typical **issues observed** across contractor networks



Inconsistent documentation practices across contractors



Gaps in registers and statutory records due to manual workflows



Missing challans or incomplete acknowledgement evidence



Proactive compliance instead of compliance audit.

These lead to governance exposure, inspection pressure and post-facto remediation even where internal controls are strong.

What’s required is not a transactional filing support model, but a partner who ensures:



Statutory compliance is accurate and timely



Evidence exists for every challan, return and register



Documentation remains structured and review-ready



Guides contractors to improve compliance levels over a period of time



Accurate tracking of employee leave across contractor workforce



Ensuring correct payroll processing for contractor employees

Our Role :

Managed Compliance Support For Your Contractors

We operate on behalf of the principal employer to ensure that contractors working within your ecosystem:



Adhere to statutory requirements



Maintain consistent documentation



And can furnish validated evidence when required



Compliance guidance and training for manpower contractors



Overtime tracking and ensuring timely weekly offs



Minimum wage verification and statutory compliance

Our model is designed for organisations where HR and compliance teams are accountable for workforce governance.

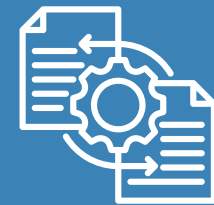
Attendance and monthly payroll **inputs are managed** only to support



Statutory deductions



Challan preparation



Filing reconciliation

Objective

Robust statutory compliance, supported by reliable documentation and verifiable digital audit evidence.

End-to-End Operational Framework

Contractor compliance is not a standalone activity confined to challans and returns. It is a connected operational chain that begins with onboarding and flows through attendance, wages, statutory contributions and documentation.

Core Areas We Manage

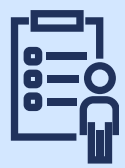
Statutory Compliance & Documentation

- Preparation and validation of challans and statutory returns across PF, ESI, LWF and applicable statutes
- Maintenance of statutory registers and contractor compliance records
- Verification of filing acknowledgements and supporting documentation
- Secure digital audit trail for compliance evidence
- Reconciliation of filings with workforce and payroll-linked inputs
- Attendance tracking across contractor workforce
- Payroll processing and payroll validation for contractor employees
- Monitoring adherence to applicable statutory requirements

The focus is on continuity and alignment across the chain:

- ✓ Onboarding of vendor
- ✓ Onboarding of contractual manpower
- ✓ Attendance tracking
- ✓ Payroll processing or validation
- ✓ Wages and overtime
- ✓ Statutory contribution values
- ✓ Challans and returns
- ✓ Verified acknowledgements

How We Operate As Principal-Employer First



1. Assess & Onboard

- Contractor-wise compliance health review
- Registers, filings and documentation assessment
- Onboarding aligned to governance expectations



2. Operate

- Attendance tracking and payroll processing/validation
- Attendance and payroll inputs mapped to statutory outputs
- Preparation and validation of challans and returns
- Filing guidance issued to contractors

The emphasis is on accuracy, traceability and control.



3. Verification & Evidence

- Contractors submit challans and return acknowledgements
- Receipts reconciled with supporting records
- Evidence maintained in a secure digital audit repository
- Exceptions flagged to HR and compliance teams

You receive verified compliance evidence, not just submission status.



4. Monitor & Report

- Contractor-wise and site-wise compliance visibility
- Alerts on pending acknowledgements and documentation gaps
- Exception insights to support governance decisions

The approach is preventive rather than reactive.

The focus is on continuity and alignment across the chain:

- ✓ Higher consistency in statutory compliance across contractors
- ✓ Stronger documentation and evidence readiness
- ✓ Reduced inspection and remediation exposure
- ✓ Improved vendor accountability
- ✓ Lower incidence of back-dated reconciliations

Compliance Readiness Assessment (CRA)

Begin with a CRA across a representative contractor set:

- ✓ Documentation and filing review
- ✓ Statutory gap assessment
- ✓ Remediation recommendations



CONTACT US

TeamLease RegTech Pvt. Ltd.

Formerly - Avantis RegTech Pvt. Ltd.

Office No. 312 & 313,

Kakade Bizz Icon, Shivajinagar, Pune, Maharashtra 411005.



Bangalore, Mumbai, Kolkata, Hyderabad, Delhi, Chennai, Ahmedabad



9899245318



sales@tlregtech.com



www.teamleaseregtech.com



Labour Law

