

Study on Muster Roll Laborer Register

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Concept

Muster roll laborer register is a register where the overseer maintains the daily attendance of a laborer on a farm. In some farms, attendance is given once daily, generally in the morning. In some farms, attendance is given twice daily, generally in the morning and evening.

Objectives

The main objective of the muster roll register is to keep a record of the attendance of laborers on a farm. The other objective is to help in preparing wages of the laborer working on a farm.

Symbols used to indicate the presence or absence of laborers in a farm:

Presence in the morning	: \a
Presence in the afternoon	: a\
Presence in morning and afternoon	: X
Work as overtime	: X I
Absent in morning to afternoon	: A
Absent by leave	: L
Absent without permission	: UA
On deputation	: D

Exercise

At SAU farm, XXX worked in the month of January from 10 to 20 for the whole day. Then he worked in the afternoon from 25 to 31 October. YYY worked in the morning from 1 to 10 October and then worked both in the morning and afternoon for the rest of the period. ZZZ worked overtime throughout the month.

Prepare a proforma of the muster roll laborer register and fill it up with the information on the work of XXX, YYY and ZZZ of SAU farm for the month of October 2025. Laborer wage @ Taka 600/-.



MUSTER ROLL LABOURER REGISTER

SAU FARM
From October 01 to 31, 2025

SL. No.	Name of the laborer	Days																														Total days	Rate Tk./ Labor day	Amount due (Tk.)	Date of payment with signature of paying officer	Signature or thumb impression of the laborer	Remarks
		01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

