

L2 /21304/2015

Commissionerate of Labour,
Chennai – 6, Dated 14 .06.2019

Circular Memorandum

Sub: Inspections – Streamlining of Inspections under Legal Metrology Act, 2009 – Instructions – Regarding.

- Ref: 1. This office memo. no. N1/52511/12, dated 15.02.2013
2. Govt. Letter No. 14548/K2/2015-1, Labour and Employment Department, Dated 16.06.2015.
3. This office memo. No. L2/21304/15, dated 19.06.2015
4. G.O. (Ms.) No. 151, Labour and Employment Department, dated 31.08.2017.

In the G.O. 4th cited, a Common Inspection Scheme under all Labour Laws and Legal Metrology Act, 2009 has been framed and the said G.O. aims to regulate the inspections, giving specific responsibility and accountability in taking up various categories of establishments and the main objective of the said G.O. is to bring more transparency in systemised Inspection procedure to be followed by the Labour Department.

The Department has developed a web portal and the services are made available to the users online including payment of fee through the web portal.

The Inspection of the establishments is to be made only online for which elaborate guidelines are given in the G.O. 4th cited.

Online Inspection formats are provided in the web portal for conducting inspections of establishments, under various labour laws by the Inspectors including the Legal Metrology Act, 2009.

Inspection will be conducted on the designated date by randomly selected inspecting Officer by way of single Joint Inspection.

Low Risk category of establishment enrolled under the self-certification-cum-combined Annual Returns Schemes shall be exempted from physical inspections.

The medium risk category of establishments in the above scheme shall be randomly inspected once in five years. However, such establishment may be inspected with the authorisation of Commissioner of Labour in case of Complaint or other exigencies.

The Inspection report will be uploaded by the inspecting officer within 48 Hrs of the completion of the Inspection in the Online Inspection Module.

In case any complaint is received alleging violation of any Labour Law/ false declaration under Self Certification Scheme by any Employer / Establishment, such cases will be referred to the Commissioner of labour who will decide on the further course of action.

Hence all the Inspectors shall conduct inspections confining only to the check-list/ inspection format (copy enclosed). The inspection shall not deviate from the check-list/Inspection format. Any deviation noticed will be viewed seriously and disciplinary action will be initiated on the Officer concerned.

The Assistant Commissioners of Labour (Enforcement) are instructed to circulate this memorandum to their subordinates and to obtain their acknowledgement.

The Zonal Additional Commissioners of Labour and Regional Joint Commissioners of Labour are requested to ensure that the above guidelines shall be scrupulously followed by the enforcement officials of this department.

The receipt of this memo. shall be acknowledged immediately.

Encl.: as above

15. 2019
14/6/19.

for Commissioner of Labour

To

All Zonal Additional Commissioners of Labour

All Regional Joint Commissioners of Labour

All Assistant Commissioners of Labour

Copy to

All officers in this Office

All Section in Office