

Circular Memorandum


Sub: Implementation of District Level Business Reforms Action Plan (DRAP) – Preliminary Assessment done by the GUIDANCE – Necessary action requested – Instructions issued – 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.
 5. Circular Memorandum No. L2/21304/2015 Dated: 14-06-2019 of Commissioner of Labour, Chennai-6.
 6. Govt. letter No. 10177/H2/2020-1 Dated: 18-07-2020 of Labour and Employment (H2) Department, Chennai-9.

Based on the instructions given by the Government in the reference 6th cited for the implementation of the District Level Business Reforms Action Plan, the following guidelines are issued to the enforcement officers and licence issuing authorities.

- 1) No physical / manual application to be required in addition to the online application.
- 2) No need for physical copies of documents required and documents uploaded with online application should be sufficient.
- 3) The application should be disposed off within the stipulated timeline.
- 4) Enforcement officers / licencing authorities should accept downloaded certificate as valid and should not require physically signed / stamped certificate from the applicant.
- 5) Enforcement officers / licencing authorities should not be required to get in touch with the applicant physically except in case where inspection / site visit is mandated by law.

Hence, all the officers in the dispatch entry are instructed to follow the above guidelines strictly. The receipt of this memorandum shall be acknowledged immediately.


Commissioner of Labour,
Chennai-6.

To

All the Addl. Commissioners of Labour.
All the Joint Commissioners of Labour.
All the Assistant Commissioners of Labour (Enforcement).

Copy submitted to:

The Additional Chief Secretary to Government,
Labour and Employment Department,
Secretariat, Chennai 600 009.