THE CONTRACT LABOUR (REGULATION AND ABOLITION)ACT,1970 - LICENCE

								As per rule of		
Applicability	When to Apply for Licence		of documents to be ed with the application for Licence	enc	documents to be losed with the ation for Licence	Time period for granting Licence Registration certificate approval time period	Validity of certificate of Licence	rules formed under this Act, Licence when to be renewed	Late Fee for renewal	When to apply for Transfer of Licence
more workmen are employed or were employed or any day of the preceding twelve	employing contract labour, not	3.	Copy of PAN card Location of the establish (Photo of the name board with address. In the name board importance is given to Tamil) Duly self-attested identity proof (PAN)/Aadhar/Voter I.D./Driving licence etc.,) Residential address of the Employer of establishment Copy of Security Deposit Certification in Form-V from the Principal employer. Registration Certificate. Proof copy of GST Certificate/Rental agreement / NOC of Rental Building / Building ownership document/EBcard/E B Bill. Labour welfare fund contribute receipt/ Self certificate.	1. 2. 3.	Registration Certificate Prescribed fees. Agreement for contract (Principal Employer and Contractor) Security depositdetails	The licensing officer shall pass orders within sixty days from the date or receipt of the application, either granting or refusing the licence applied for. Rule 23	granted under rule 23 or renewed	application for renewal shall be made not less 60 days before the date on which the licence	for renewal is not received within 60 days before the expiry of licence a late fee of 50 percent of the fee in	The licence is not transferabl e.

Step by Step Procedure for filling the application

New User Registration

Step1: Go to https://labour.tn.gov.in/

Step2: Click on New User

Step3: In the Registration form enter your Personal Details, Address for Communication, Contact Details

Step4: Enter your mobile number and E-Mail and verify both

Step5: In Documents to be uploaded, upload

- 1) PAN / Ration Card / Voter ID / Driving License
- 2) Aadhar Card

Step6: Set your password.

Step7: Go to User login page https://labour.tn.gov.in/services/users/login

Step8: Login with your login Id and password.

Step9: Select the relevant Act from the Dash Board in the User login screen.



Step 10: Select Service – Licence (Contractor)

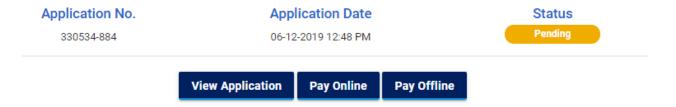
Step 11: Fill inthefollowing detailsin the appropriate boxes displayed on the screen.

- 1. Applicability of Service details
- 2. Details of the Establishment where Contract Labour is to be employed
- 3. Address of the Establishment (Contractor)
- 4. Details of the Employer/Proprietor (Contractor)
- 5. Particulars of Contract Labour
- 6. Worksite Address
- 7. Maximum Number of employeesproposed to be employed

- 8. Details of Conviction
- 9. Previous revoke/ Suspension of Licence or Forfeiting Security Deposits in respect of an earlier contract
- 10. Security Deposit
- 11. Upload Documents
- 12. Self-Declaration

Step 12: Click on Pay

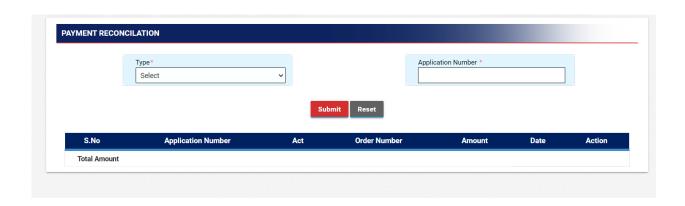
Step13: Proceed to complete the prescribed fee payment.



- Step 14: To check your payment confirmation status.
 - 1. In the User login page Dashboard, Select Payment Reconciliation

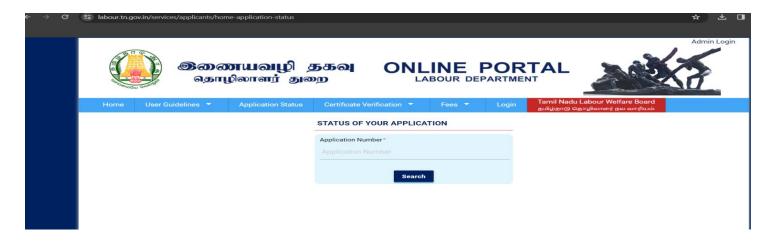


Step 15: In the payment reconciliation page, Select the type of application and enter the application number and click on Submit



Step 16: To track your application status.

Go to https://labour.tn.gov.in/services/applicants/home-application-status



Step 17: Authority will scrutinize your application and will approve if it adheres to the prescribed norms.

Step18: In the screen we can see status as "approved"

Timeline for approval – 7 days

Application No.

330427-883

Application Date

06-12-2019 10:06 AM



View Application

Pay Online

Download Certificate

Step19: If the status reads "returned" rectify the defect(s) and resubmit your application.

Step 20: Click the "Download Certificate" button to download your certificate.