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| Service Name | REGISTRATION |
| Name of the Labour Welfare Act enforced | THE CONTRACT LABOUR (REGULATION AND ABOLITION)ACT,1970 |
| Who can apply for the services | The Principal Employer of any establishment in which twenty or more workmen are employed or were employed on any day of the preceding twelve months as contract labour may apply for registration. |
| Beneficiary of the Act | Contract labours, Contractors and Principal Employers |
| Persons to be approached for the benefit of the Act | Concern Assistant Commissioner of Labour , O/o.the Deputy Commissioner of Labour |
| Documents to be submitted | <ol style="list-style-type: none"> 1. Photo copy of self-identity 2. Photo copy of address proof of owner and location of the establishment 3. Self attested copy (any one) - Aadhar card/ Pan card/ Voters ID/Partnership deed/ Memorandum of Association/ Commercial Tax department Registration Certificate/ Municipal Trade License/ Bank Pass Book 4. List of Contractors and their agreement copy 5. Self-certification/declaration |
| Procedure for Licence | <ol style="list-style-type: none"> 1. Application for Registration shall be made and delivered to the Registering officer of the area in which the establishment sought to be Registered is located. 2. The application shall be accompanied by a treasury receipt showing payment of the fees for the registration of the establishment. 3. On receipt of the application, the Registering officer shall, after noting thereon the date of receipt of the application, grant an acknowledgement to the applicant. 4. The Registering officer shall make such enquiry as he considers necessary to satisfy himself about the eligibility of the applicant for a Registration. 5. The Registering officer shall pass orders either granting or refusing the Registration applied for. 6. Where the Registering officer is of opinion that the Registration should not be granted, he shall, after affording reasonable opportunity to the applicant to be heard, make an order rejecting the application. 7. The order shall record the reasons for the refusal and shall be communicated to the applicant. |
| Validity Period | One time registration |
| Orders issuing Officer | Concern Assistant Commissioner of Labour , O/o.the Deputy Commissioner of Labour |
| Duration | 30 days |
| Official to be contacted in the case of grievances | Commissioner of Labour, Joint Commissioner of Labour, Deputy Commissioner of Labour, Assistant Commissioner of Labour, Inspector of Labour. |