



**Department of Labour
Government of Chhattisgarh**

**User Guide for
Online Factory / Contractor
Registration**

Contents

1	General Instructions of Factory / Contractor Registration for applicants	3
1.1	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948.....	3
1.2	Renewal of license under The Factories Act, 1948	3
1.3	Principal employed under provision of The Contracts Labour (Regulation and Abolition) Act, 1970.....	3
1.4	License for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970.....	3
1.5	Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act,1996	3
1.6	License for Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act,1996	4
2	General Guidelines for Online Application of Factory Act.....	4
2.1	Application Status is “Pending” Dealer:.....	5
2.2	Application status is “Accepted Deputy Director/Director Can.....	5
2.5	Application status is “Approved” Applicant Can.....	5
2.6	Factory Act Data Flow Diagram	6
3	General Guidelines for Online Application of Contracts Labour (Regulation and Abolition) Act.....	7
2.1	Application Status is “Pending” Dealer:.....	7
2.2	Application status is “Accepted Labour Inspector/Officer Can	7
2.5	Application status is “Approved” Applicant Can.....	7
2.6	Contract Labour Data Flow Diagram	8
4	Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act	9
2.1	Application Status is “Pending” Dealer:.....	9
2.2	Application status is “Accepted Labour Inspector/Officer Can	9
2.5	Application status is “Approved” Applicant Can.....	Error! Bookmark not defined.
2.6	Building and Other Construction Act Data Flow Diagram.....	10

General Instructions of Factory / Contractor Registration for applicants

Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948

Who should apply:

Any Person who wants to construct/extend/or take into use any building as a factory in the state of Chhattisgarh (CG) may apply for registration.

Compulsory:

- Firm/Establishment Memorandum/Partnership Deed Map Layout
- Land Record Document
- Pollution Certificate
- IIM Delhi Certificate
- Manufacturing Process Flow Chart
- NOC by Gram Panchayat or CSIDC Certificate

Reference

Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948

Registration and grant of license under The Factories Act, 1948

Who should apply:

- Any Factory Owner

Compulsory:

- Order copy of Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948 from Labour Department.
- Man Power should be more than 10.

Reference

- Registration and grant of license under The Factories Act, 1948.

Renewal of license under The Factories Act, 1948

Who should apply

- Any Factory Owner

Type of activity

- Renewal of license under The Factories Act

Reference For detail information, please refer

- Renewal of license under The Factories Act, 1948

Principal employed under provision of The Contracts Labour (Regulation and Abolition) Act, 1970

Who should apply

- Factory Owner

Reference

- The Contracts Labour (Regulation and Abolition) Act, 1970

License for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970

Who should apply

- Contractor who employed 20 or more then 20 worker in a period of 12 months

Compulsory:

- Certificate of Form-v

Reference

- The Contracts Labour (Regulation and Abolition) Act, 1970.

Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act,1996

Who should apply

- Contractor Who Involved With Building and Other Construction

Reference

- Building and Other Construction Workers Act, 1996

License for Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act,1996

Who should apply

- Who Involved With Building and Other Construction

Compulsory:

- Work Order Issued By Major Employer.

Reference

- Building and Other Construction Workers Act, 1996.

General Guidelines for Online Application of Factory

Act

Factory Act

Approval of plan and permission ,Registration of Factory Licence and Renewal is Available at e-Services <http://cglabour.nic.in> Using Single window Login.

1

First time user will have to create user id and password from "Department of Commerce & Industries" <http://industries.cg.gov.in> then generate Udhayam Akshansha no. (UAN),

2

using this user id and password log in to e-service and user can apply for Factory act services, after submission of application the status of application shows pending.

3

After finalizing the application, the status of user's application changes to "Accepted". At this stage application is under consideration with Deputy Director/Director of Industrial health and safety.

4

Your application will be approved or rejected depending on verification within 30 days from day of accepted. after approval status of application will change to approved. Now you can download permanent certificate.

Stage I



Application Status is "Pending"

Dealer

1. Creates login id and password
2. Chooses application (Approval of plan and permission, Registration and grant of license, Renewal of license)
3. Fills all relevant information

Application is pending with Applicant

Stage II



Application status is "Accepted"

Deputy Director/Director Can

1. Accept application and generate license.

CTO

1. Verifies the document

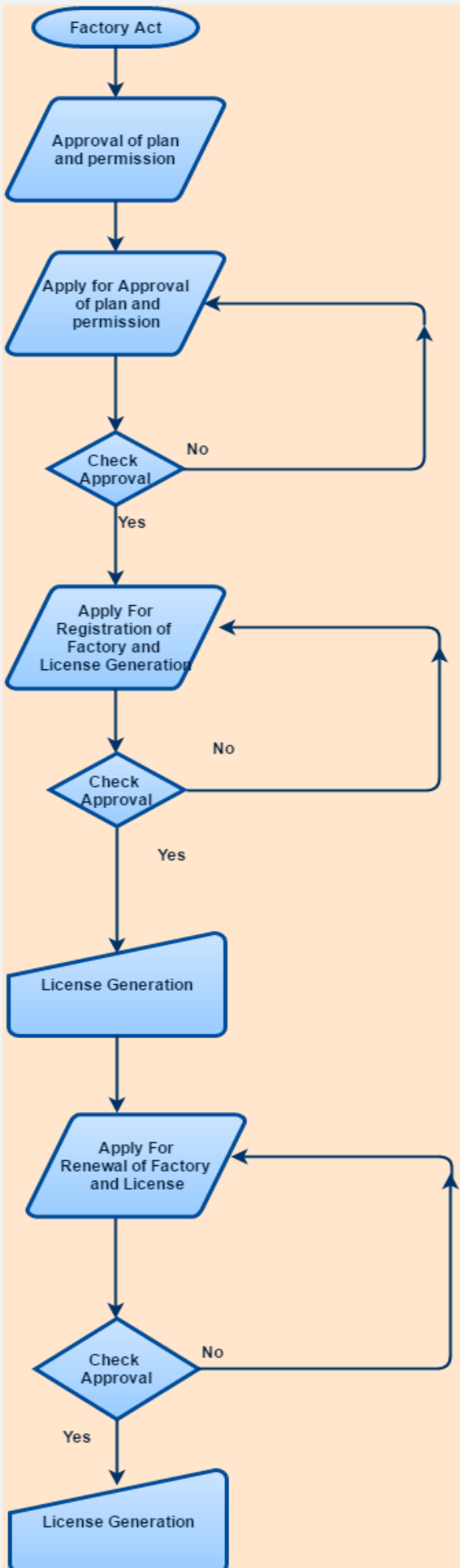
Stage III



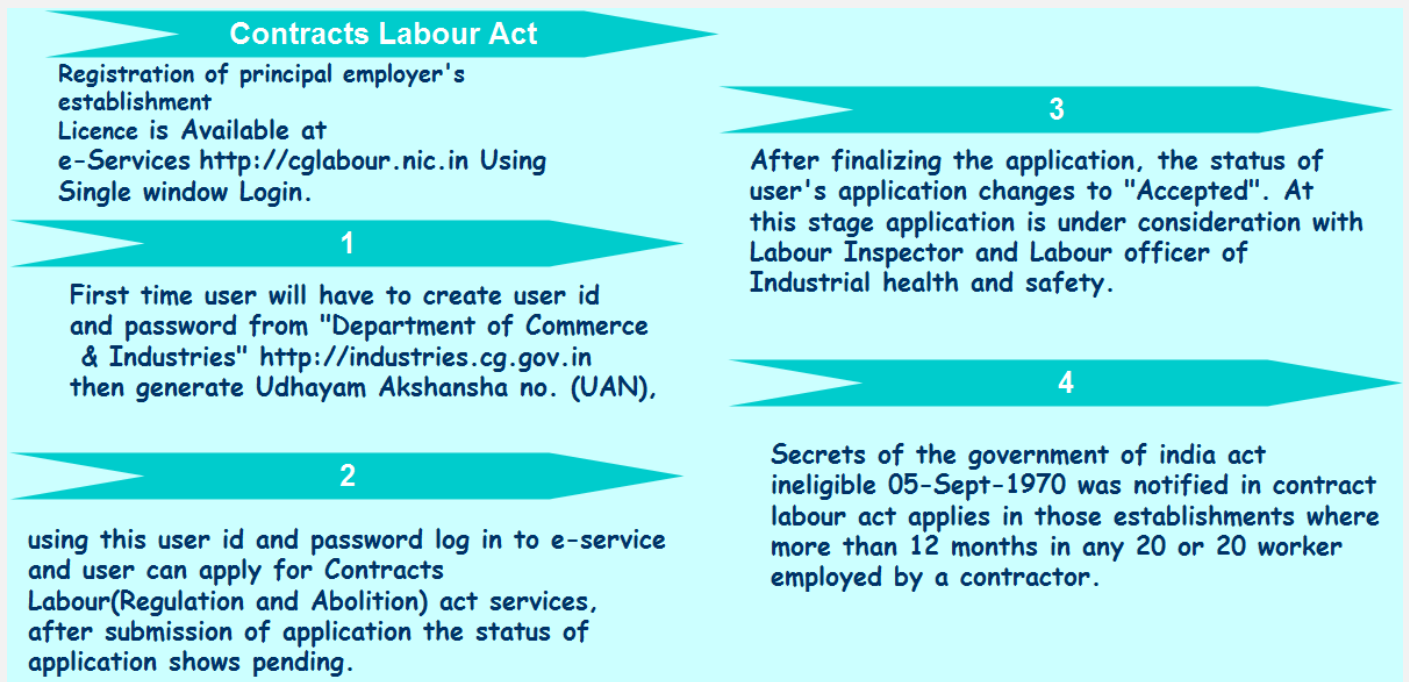
Application status is "Approved"




Applicant Can

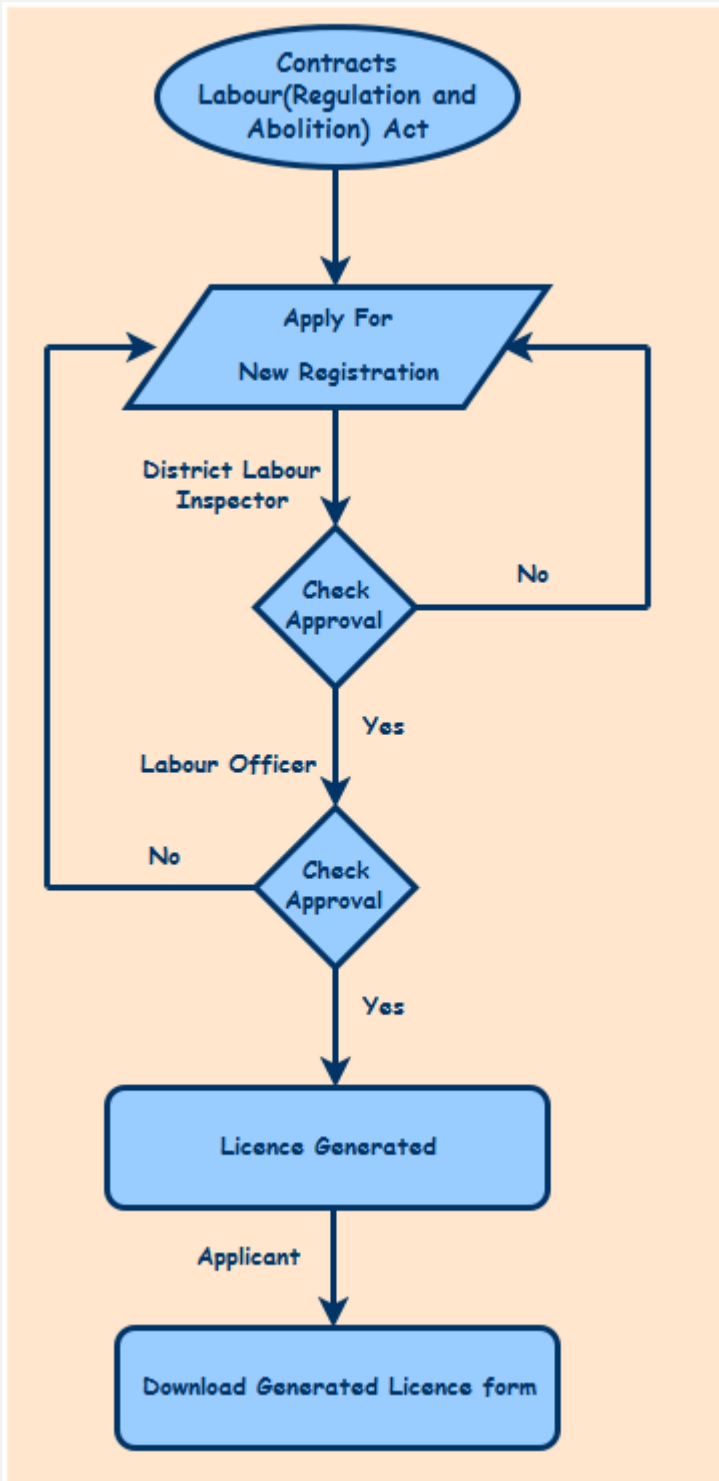
- 1 Download license.



General Guidelines for Online Application of Contracts Labour (Regulation and Abolition) Act



Stage I	Stage II	Stage III
 <p>Application Status is "Pending"</p> <p>Dealer</p> <ol style="list-style-type: none"> Creates login id and password Chooses application (License for contractors , Registration and grant of license) Fills all relevant information <p>Application is pending with Applicant</p>	 <p>Application status is "Accepted"</p> <p>Labour Inspector/Officer Can</p> <ol style="list-style-type: none"> Accept application and generate license. <p>CTO</p> <ol style="list-style-type: none"> Verifies the document 	 <p>Application status is "Approved"</p> <p>Applicant Can</p> <ol style="list-style-type: none"> Download license.



Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act

Building and Other Construction Act

Registration Under the Building and Other Construction Workers License is Available at e-Services <http://cglabour.nic.in> Using Single window Login.

1

First time user will have to create user id and password from "Department of Commerce & Industries" <http://industries.cg.gov.in> then generate Udhayam Akshansha no. (UAN),

2

using this user id and password log in to e-service and user can apply for Contracts Labour(Regulation and Abolition) act services, after submission of application the status of application shows pending.

3

After finalizing the application, the status of user's application changes to "Accepted". At this stage application is under consideration with Labour Inspector and Labour officer of Industrial health and safety.

4

Every started planning to build any type of construction within 60 days of installation for registration to the Registrar.Registrar means the Assistant Labour Commissioner of the Labour Department and Labour functionary is appointed in all the districts.

Stage I



Application Status is "Pending"

Dealer

7. Creates login id and password
8. Chooses application (License for contractors , Registration and grant of license)
9. Fills all relevant information

Application is pending with Applicant

Stage II



Application status is "Accepted"

Labour Inspector/Officer Can

3. Accept application and generate license.

CTO

3. Verifies the document

Stage III



Application status is "Approved"

Applicant Can

- 1 Download license.

