



# Labour Department, Chhattisgarh

## User Guide for Interstate Migration Service

CHHATTISGARH GOVERNMENT, LABOUR DEPARTMENT |  
Address: Block 3, Second Floor,  
Indravati Bhavan, Naya Raipur (Chhattisgarh), India  
Phone: 0771-2443513,14,15,16  
Email - [cglc2012@gmail.com](mailto:cglc2012@gmail.com)

## Table of Contents

1	About the Department .....	2
1.1	Registration Single Window .....	2
1.2	Steps to reach the Labour Department e-dashboard .....	3
1.3	Approval to send workers to another State as per Interstate Migrant Workmen Act 1979.....	5
1.3.1	General Information .....	5
1.3.2	Documents required to complete the application .....	5
1.3.3	Stepwise process and timeline for online registration of Users .....	5
1.3.4	Online payment through e-Challan .....	10
1.3.5	Download of the certificates .....	13

## 1 About the Department

The Labour Department of Chhattisgarh aims to provide world class environment to the investors in Chhattisgarh. The department offers following services online for the ease of investors thereby improving ease of doing business in the state:

1. Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948
2. Registration and grant of license under The Factories Act, 1948
3. License for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970
4. Registration of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970
5. Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996
6. Renewal of license under The Factories Act, 1948
7. Renewal of license for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970
8. License for workmen under Interstate Migrant Workmen Act 1979.

The above services are available online on the departmental website <http://cglabour.nic.in/>. The other services apart from listed above will be provided as it is by the department.

The user guide contains below information regarding each service:

1. General guidelines for Users: Who needs to fill optional/compulsory
2. Complete list of documents required
3. Stepwise process and timeline for online registration of Users
4. Download of the certificates
5. Sample application forms in annexure
6. Third Party verification

### 1.1 Registration Single Window

For availing the facility of online services of various department of Chhattisgarh, users will have to register online. An e-dashboard will be generated for the user from which the services of Labour Department can be availed.

**Registration is a two steps process:**

**Step 1 User Registration:** User registers himself once with Single window (SW) and creates an account.

**Step 2 Unit Registration:** User can register their units after logging into the Single Window.

Each unit after registration will have a unique ID called “UdyamAkanksha Number” (UAN). All the incentives applicable to the specific unit and online application for various approvals can be availed through this UAN.

## 1.2 Steps to reach the Labour Department e-dashboard

1. Registration & Generation of Login Credentials for Single Window & Generate UdyamAkanksha Number
  - i. Go to <http://cglabour.nic.in/>
  - ii. Login using single window login credentials

The screenshot displays the homepage of the Central Government Labour Department's e-dashboard. The header features the text "छत्तीसगढ़ शासन श्रम विभाग" (Chhattisgarh State Labour Department) and "e-श्रमिक सेवा" (e-Labourer Service). A navigation menu includes links for "इज ऑफ़ डूइंग बिज़नेस" (Ease of Doing Business), "श्रमायुक्त" (Labourer), "भवन एवं अन्य संनिर्माण" (Housing and other construction), "असंगठित कर्मकार मंडल" (Unorganized workers union), "श्रम कल्याण मंडल" (Labour welfare union), "राज्य कर्मचारी बीमा सेवाएँ" (State government employees insurance services), and "औद्योगिक न्यायालय" (Industrial court).

The main content area is dominated by a "Single Window Login" modal window. It contains the following fields and options:

- User Id**:
- Password**:
- Sign in** button
- Links for [Forgot User Id or Password](#) and [New User Registration](#)

The background of the website shows a sidebar with "श्रमायुक्त सेवाएँ" (Labourer services) and a list of various labor laws and regulations, such as "मुख्य सेवाएँ" (Main services), "इज ऑफ़ डूइंग बिज़नेस" (Ease of Doing Business), and "विभिन्न अधिनियमों के अंतर्गत स्थापनाओं के पंजीयन" (Registration of establishments under various acts).

- iii. After successful login, the system will ask for UdyamAakanksha Number (Unit Number) as follows, enter UAN of the establishment for which you are applying online services, click on Submit.


## Welcome To Labour Department

Thank you to using single window login

User\_Id: pratik512

UdyamAakanksha/Unit number:

- iv. After submitting UAN, the dashboard of Labour department opens up, showing services available through SW



### Services(Ease of Doing Business)

<p style="text-align: center; color: orange;"><b>Factory Plan Approval(Form1-A)</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status: Pending <a href="#">Download Certificate</a> <a href="#">Download MAP</a></p>	<p style="text-align: center; color: orange;"><b>Factory Licence Application(Form-4)</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">View Submitted Application</a> <a href="#">Re Apply</a> Application Status: Rejected <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Renewal of Factory Licence</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Application Status: Not Applied <a href="#">Download</a> <a href="#">Direct Apply</a></p>
<p style="text-align: center; color: orange;"><b>Registration of principal employer's establishment</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Application Status: Not Applied <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Licence for contractors</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Application Status: Not Applied <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Renewal of licence for contractors</b></p> <p style="text-align: center;"><a href="#">User Manual</a> Application Status: Not Applied <a href="#">Download</a></p>
<p style="text-align: center; color: orange;"><b>Registration of contractors</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Application Status: Not Applied <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Inspection</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Download Inspection Report</a></p>	<p style="text-align: center; color: orange;"><b>Single Return</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> <a href="#">Check Status</a> <a href="#">Download</a></p>
<p style="text-align: center; color: orange;"><b>On Site Emergency Plan</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status: Pending <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Factory Integration</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Not Apply <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Worker health reporting system</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply Form 21</a> CFTPP Worker Health Record(As High Court Order) <a href="#">Check Status</a> <a href="#">Download</a></p>
<p style="text-align: center; color: orange;"><b>Amendment of Factory Licence</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Not Apply <a href="#">Download</a></p>	<p style="text-align: center; color: orange;"><b>Expansion Of Factory Plan (Form1-A)</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Apply</a> Not Apply <a href="#">Download Certificate</a> <a href="#">Download MAP</a></p>	<p style="text-align: center; color: orange;"><b>Inter state migrant workmen act 1979</b></p> <p style="text-align: center;"><a href="#">User Manual</a> <a href="#">Inter state migrant worker registration application</a> <a href="#">Apply for the Intergovernmental Overseas Workers License</a> Application Status: Not Applied <a href="#">Download Certificate</a></p>

### 1.3 Approval to send workers to another State as per Interstate Migrant Workmen Act 1979

#### 1.3.1 General Information

<b>Who needs to apply?</b>	Contractor and Principal Employer
<b>When to apply</b>	-
<b>Where to apply</b>	Department website, <a href="http://cglabour.nic.in/">http://cglabour.nic.in/</a>
<b>Total time for closing of application from the day of application</b>	-
<b>Validity of the certificate issued</b>	1 year
<b>Reference</b>	Interstate Migrant Workmen Act 1979
<b>Download approval certificates</b>	Go to <a href="http://cglabour.nic.in/">http://cglabour.nic.in/</a> Login to Single Window, enter UAN, select a service , click download

#### 1.3.2 Documents required to complete the application

- I. Submit Form 5.

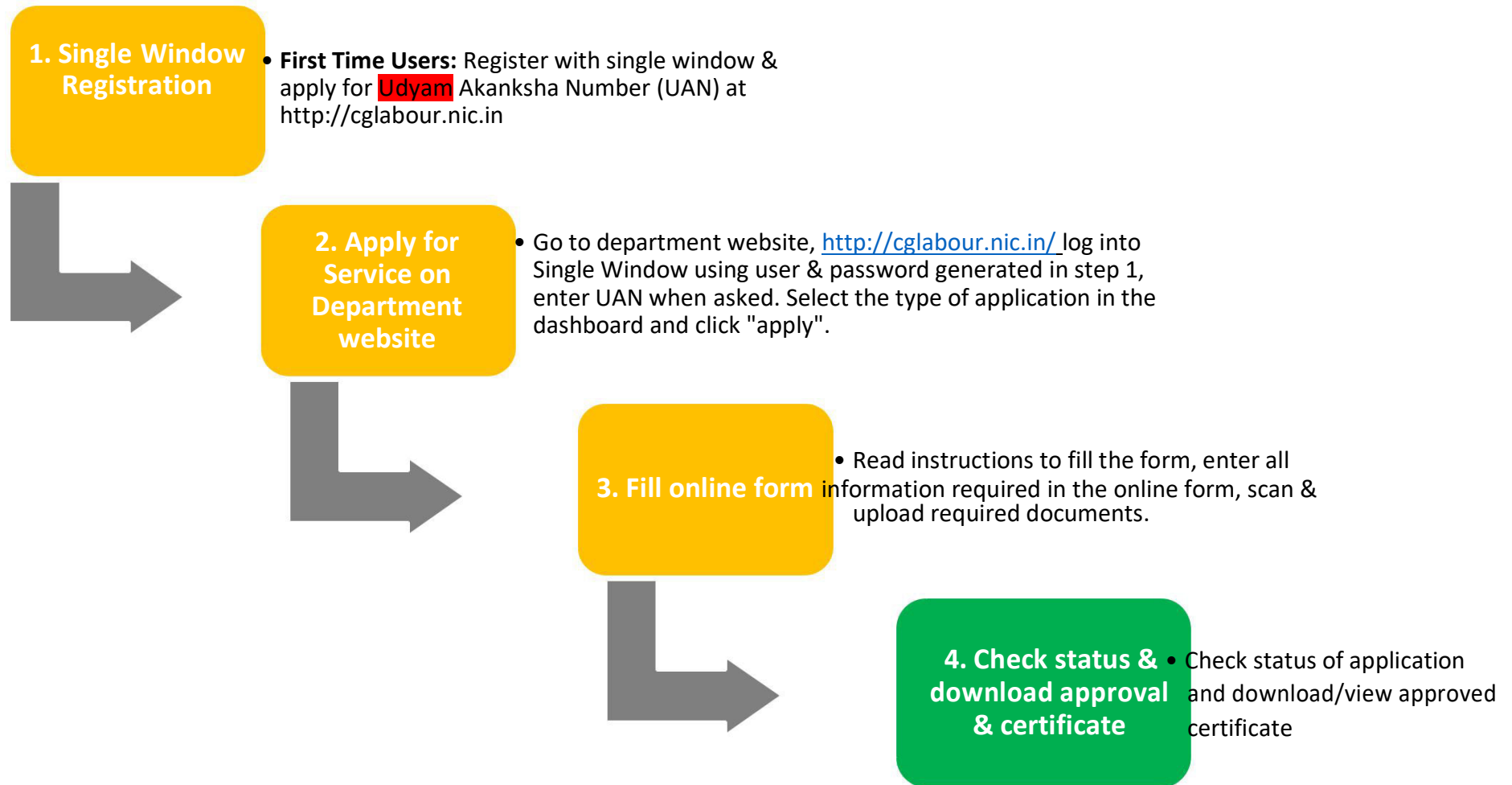
#### 1.3.3 Stepwise process and timeline for online registration of Users

##### Timeline

Status of application	Timeline
Issue of certificate	30 days


**Stepwise Process**

## Stepwise Process





- i. Open the [e-Dashboard](#) of Labour department
- ii. Click on “Interstate Migrant Worker Registration Application” under Interstate Migrant Workmen Act 1979.

 **Services(Ease of Doing Business)**

<p><b>Factory Plan Approval(Form1-A)</b></p> <p><a href="#">User Manual</a>  <a href="#">View Submitted Application</a>            Application Status:Pending  <a href="#">Download Certificate</a> <a href="#">Download MAP</a></p>	<p><b>Factory Licence Application(Form-4)</b></p> <p><a href="#">User Manual</a>  <a href="#">View Submitted Application</a>  <a href="#">Re Apply</a>            Application Status:Rejected  <a href="#">Download</a></p>	<p><b>Renewal of Factory Licence</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Application Status:Not Applied  <a href="#">Download</a>  <a href="#">Direct Apply</a></p>
<p><b>Registration of principal employer's establishment</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Application Status:Not Applied  <a href="#">Download</a></p>	<p><b>Licence for contractors</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Application Status:Not Applied  <a href="#">Download</a></p>	<p><b>Renewal of licence for contractors</b></p> <p><a href="#">User Manual</a>            Application Status:Not Applied  <a href="#">Download</a></p>
<p><b>Registration of contractors</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Application Status:Not Applied  <a href="#">Download</a></p>	<p><b>Inspection</b></p> <p><a href="#">User Manual</a>  <a href="#">Download Inspection Report</a></p>	<p><b>Single Return</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>  <a href="#">Check Status</a>  <a href="#">Download</a></p>
<p><b>On Site Emergency Plan</b></p> <p><a href="#">User Manual</a>  <a href="#">View Submitted Application</a>            Application Status:Pending  <a href="#">Download</a></p>	<p><b>Factory Integration</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Not Apply  <a href="#">Download</a></p>	<p><b>Worker health reporting system</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply Form21</a>  <a href="#">CFTPP Worker Health Record(As High Court Order)</a>  <a href="#">Check Status</a>  <a href="#">Download</a></p>
<p><b>Amendment of Factory Licence</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Not Apply  <a href="#">Download</a></p>	<p><b>Expansion Of Factory Plan (Form1-A)</b></p> <p><a href="#">User Manual</a>  <a href="#">Apply</a>            Not Apply  <a href="#">Download Certificate</a> <a href="#">Download MAP</a></p>	<p><b>Inter state migrant workmen act 1979</b></p> <p><a href="#">User Manual</a>  <a href="#">Inter state migrant worker registration application</a>  <a href="#">Apply for the Intergovernmental Overseas Workers License</a>            Application Status:Not Applied  <a href="#">Download Certificate</a></p>

1. Fill the form with accurate information and upload the necessary documents, then click "Save Button" at the bottom of the page

APPLICATION FOR REGISTRATION BY PRINCIPAL EMPLOYER UNDER INTER STATE MIGRANT WORKMEN ACT			
FORM-II			
[See Rule 4(1)]			
Category of Establishment*	Factory ▼	(See Section 2(1)(g)(ii) & 2(1)(g)(iv))	
Information of Establishment			
Factory Name*		Land Mark*	
Factory Address*		State*	--चयन करें-- ▼
Dist*	▼	Rural/Urban*	--Select-- ▼
Block Name*		Pin Code*	
Opeing Date of Factory		E-Mail ID*	
License Number Under Factories ACT*		E.P.F.Number*	
If Registered Under Companies ACT?	<input checked="" type="radio"/> YES <input type="radio"/> NO	C.I.N. Number	
Information of Principal Employer			
Occupier's Full Name*		Designation *	
Father's Name*		Postal Address*	
Dateof Birth *		Age*	
State *	--चयन करें-- ▼	Dist*	▼
Rural/Urban*	--Select-- ▼	Block Name*	
Pin Code*		Adhar Number*	
PAN		Email ID*	
Mobile Number*			
Information of Factory Manager			
Full Name*		Designation*	
Father's Name*		Postal Address*	
State	--चयन करें-- ▼	Dist*	▼
Rural/Urban*	--Select-- ▼	Block Name*	
Pin Code*		Adhar Number *	
PAN *		E-Mail ID *	
Mobile Number*			

**Nature of Work in Factory**

Nature of Work*	8612 - Parts n.e.c. of lamps, li ▼
Number of Worker Directly Employed	

**Particulars of working/proposed contractor**

Name*	Address*	Nature of Work*	No. of Workmen*	Date of Commencement of Work*	Estimated Date of End Work*	Work Order No.*	Work Order Date*	
		--Select-- ▼						ADD

**Tresury Receipt Description**

Fees*	
-------	--

[E-Chalan Link](#)[\(Head-0230 Labour & Establishment Subhead-106 Receipts Under Inter State Migrant Workmen ACT 1979\)](#)

E-Chalan No.*	
---------------	--

[Help for e-challan](#)**Enclosed Document**

Firm/Memorandum of Association/Partnership Deed*	Choose file	No file chosen
--	-------------	----------------

**Create New User**

User Name*		Password*	
Mobile No.*		Telephon No.	
E-Mail ID*			

I hereby declare that the particulars given and document uploaded here in above are true to the best of my knowledge and belief

Save

Cancel

### 1.3.4 Online payment through e-Challan

i) To pay applicable fees online by e-Challan, click on “e-Challan” link. Upon clicking, a page will appear as below:

cg.nic.in/eChallan/home.jsp

**e-Challan**  
[See Rule 64 A,64 B of Treasury Code (Govt. of Chhattisgarh)]

User pratik512

- List of Departments
- List of Heads of Account
- ePayments
- Challan History
- Modify User Details
- Change Password
- SignOut

**Select Department**

- Agriculture
- Commerce and Industries
- Culture
- Excise
- Food and Civil Supplies
- Higher Education
- Jail
- Mineral Resources
- Public Health & Family Welfare
- Public Works
- School Education
- Stamps and Registration
- Women and Child Development
- Co-operation
- Commercial Tax
- Energy Department
- Finance
- Forest
- Home
- Labour**
- Panchyat & Rural Development
- Public Health Engineering
- Revenue
- Sports & Youth Welfare
- Water Resources Department

Other Departments

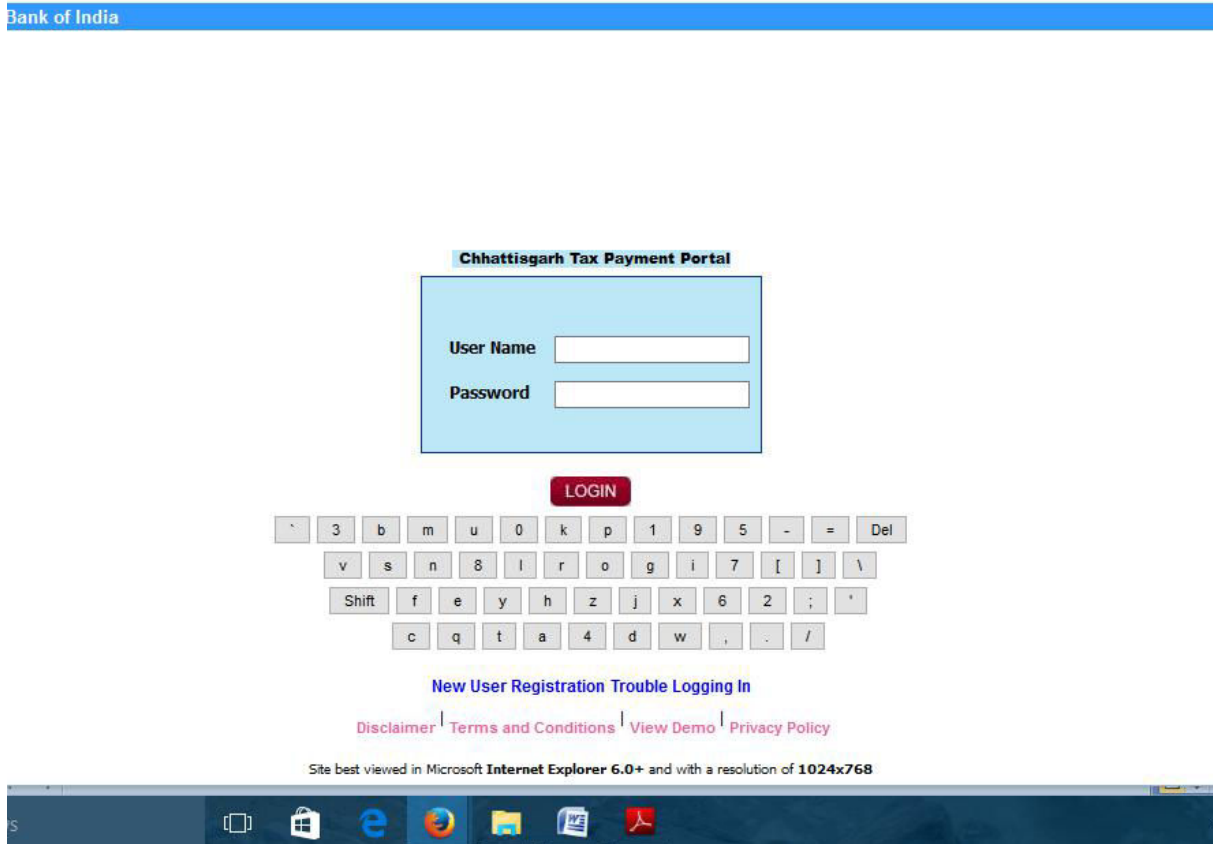
Submit Reset

Select the department and click on “Submit” button below

ii) Provide details and select applicable heads of account. Select bank from the drop down list and click on "Submit" button.


<b>DISTRICT</b>	66-Raipur_City ▼
<b>OFFICE ADDRESS</b>	6616005-ASSISTANT LABOUR COMMISSIONER RAIPUR ▼ ASSISTANT LABOUR COMMISSIONER RAIPUR
<b>NAME OF PAYER*</b>	Pratik Chandrakar
<b>FLAT/BLOCK NO./HOUSE NO.</b>	add1
<b>NAME OF PREMISES/BUILDING/VILLAGE</b>	add2
<b>ROAD/STREET/LANE</b>	add3
<b>CITY/DISTRICT:</b>	HN 7 # Rishabh Residency #
<b>STATE/UT:</b>	null
<b>PINCODE:</b>	null
<b>ASSESSMENT YEAR</b>	Select - Year ▼
<b>HEAD OF ACCOUNT*</b>	0230_00_106_0000_Fees under Contract Labour (Regu ▼
<b>DESCRIPTION</b>	Fees under Contract Labour (Regulation and Abolition Rules)
<b>PURPOSE</b>	-
	<input type="text"/>
	Period Wise <input checked="" type="radio"/> Date Wise <input type="radio"/>
<b>PERIOD (FROM)</b>	Select - Month ▼ - ▼ <input type="text"/>
<b>PERIOD (TO)</b>	Select - Month ▼ - ▼ <input type="text"/>
<b>BANK GATEWAY*</b>	Select ----- Bank ▼
<b>PHONE No./MOBILE: *</b>	9893283691
<b>E MAIL:</b>	pratik.chandrakar@nic.in
	<input type="button" value="Submit"/>
	<input type="button" value="Back"/> <input type="button" value="Clear"/>

- iii) Upon confirming the details, the page will redirect to the bank's online banking page. Pay online using internet banking and after successful payment, you will get treasury reference number.



- iv) Enter the treasury reference number in the field provided and your application will be submitted to the department.

1. After filling the form click the Save Button and take the printout of the Acknowledgement.
2. Sign the Acknowledgement with Digital Signature and Upload it by clicking on “Upload Digital Signature”.



## छत्तीसगढ़ शासन श्रम विभाग

e-श्रमिक सेवा

युजर नाम\* :

पासवर्ड\* :

249263

लॉगिन

होम
श्रमायुक्त
भवन एवं अन्य संनिर्माण
असंगठित कर्मकार मंडल
श्रम कल्याण मंडल
राज्य कर्मचारी बीमा सेवाए
औद्योगिक न्यायालय
इज ऑफ़ इंडग बिज़नेस

डिजिटल सिग्नेचर अपलोड करें

---


आवेदन क्रमांक  
डिजिटल सिग्नेचर किया हुआ पावती अपलोड करें

Choose file

Untitled Document.pdf

अपलोड करे

Designed and Maintained by [National Informatics Centre, Chhattisgarh](#)  
Disclaimer Copyright © 2015. All Rights reserved.



3. Click on अपलोड करे button and application goes to the further process.

Your Application is on process

APPLICATION FOR REGISTRATION BY PRINCIPAL EMPLOYER UNDER CONTRACT LABOUR ACT			
FORM-I			
[See Rule 17(1)]			
Application No. : 44002000163		Application Date : 14/06/2017	
Category of Establishment*		Factory	
Information of Establishment			
Factory Name	Test	Land Mark	Test
Factory Address	Test	State	
Dist	रायपुर	Rural/Urban	शहरीय
Block Name	Test	Pin Code	123456
Opeing Date of Factory	14/06/2017	Email ID	Test@gmail.com
License Number of Under Factory ACT		Is it Government?	
If Registered Under Companies ACT? YES		E.P.F. Number	123456
		C.I.N. Number	123456
Information of Principal Employer			
Occupier's Full Name*	Test	Designation *	Test
Father Name*	Test	Postal Address	Test
Date of Birth	08/10/1987	Age	29
State	Chhattisgarh		

### 1.3.5 Download of the certificates

1. On submission of complete application, certificate can be downloaded from Single Window Login by clicking “Download Certificate” in the dashboard under the service. A sample certificate is available below.

The screenshot displays a dashboard titled "Services(Ease of Doing Business)" with a grid of service cards. Each card contains a service name, a "User Manual" link, and various action links like "View Submitted Application", "Apply", "Download Certificate", and "Download MAP". The card for "Inter state migrant workmen act 1979" is highlighted with a red border.

Service Name	User Manual	Application Status	Download Certificate	Download MAP
Factory Plan Approval(Form1-A)	<a href="#">User Manual</a>	Pending	Download Certificate	Download MAP
Factory Licence Application(Form-4)	<a href="#">User Manual</a>	Rejected	Download	
Renewal of Factory Licence	<a href="#">User Manual</a>	Not Applied	Download	
Registration of principal employer's establishment	<a href="#">User Manual</a>	Not Applied	Download	
Licence for contractors	<a href="#">User Manual</a>	Not Applied	Download	
Renewal of licence for contractors	<a href="#">User Manual</a>	Not Applied	Download	
Registration of contractors	<a href="#">User Manual</a>	Not Applied	Download	
Inspection	<a href="#">User Manual</a>		Download Inspection Report	
Single Return	<a href="#">User Manual</a>		Download	
On Site Emergency Plan	<a href="#">User Manual</a>	Pending	Download	
Factory Integration	<a href="#">User Manual</a>	Not Applied	Download	
Worker health reporting system	<a href="#">User Manual</a>		Download	
Amendment of Factory Licence	<a href="#">User Manual</a>	Not Applied	Download	
Expansion Of Factory Plan (Form1-A)	<a href="#">User Manual</a>	Not Applied	Download Certificate	Download MAP
Inter state migrant workmen act 1979	<a href="#">User Manual</a>	Not Applied	Download Certificate	



2. Enter your Application Number and submit then click Download Link to download the License.

**FORM II**  
[See Rule 18(1)]



Certificate of Registration

No. रावपुर/2017/44002000163

Date : 14/06/2017

GOVERNMENT OF CHHATTISGARH  
Office of the Registration Officer **RAIPUR**

A certificate of Registration containing the following particulars is hereby granted under sub-section (2) of Section 7 of the Contract labour (Regulation and Abolition) Act,1970, and the C.G. (Contract Labour) Rules, 1973 made thereunder, to:-

Test  
Address :  
Test

Nature of work carried on in the establishment	Nature of work in which contract labour is employed or is to be employed	Maximum No of contract labour to be employed on any day through each contractor	Other Particulars relevant to the employment of contract labour	Name and address of contractors
5160 - Pasta, cooked, stuffed or otherwise prepare	Gas oils	10		Test Test

Date : 15/06/2017  
Place :RAIPUR

Registering Officer

N.B. - This certificate is issued by the competent authority by means of digital signature. Any discrepancy if noticed shall be subject to facts on the record.



