



eLabour Punjab



Punjab Labor Department

Contract Labour License Registration



Steps to Apply for Registration for Contract Labour on elabour Punjab:

Below is Step by step procedure to register for Contract Labour:-

Step 1: Go to pblabour.gov.in and click on Login

The screenshot shows the homepage of the Department of Labour Punjab. At the top, there is a navigation menu with links: DEPARTMENT OF LABOUR PUNJAB, ABOUT US, PROFILE, BRANCHES, PUBLIC INTERFACE, HELP, CONTACT US, and LOGIN. Below the menu, there is a header with the telephone number +91-172-2702486 and the email address kpboffice@gmail.com. The main content area features a large orange graphic with the text 'e-Labour' and a list of regulatory clearances:

- 1. Approval of Building Plans under rule 3-A of Punjab Factory Rules, 1952.
- 2. Registration/Grant of License/Renewal of License under Punjab Factories Rules, 1952.
- 3. Registration/Renewal/Amendment under The Punjab Shops and Comm. Estab. Act, 1958
- 4. Registration/Amendment of Establishment employing contract workers under C.L. Act, 1970
- 5. Licensing/Renewal/Amendment under The Contract Labour (R&A) Act, 1970

Below the list, there is a button that says 'For getting above clearances Click here'. A callout bubble points to the 'Create New User' button in the 'Create New User' section of the bottom navigation bar. The bottom navigation bar contains several icons and text boxes for various services:

- Building Plan: Building Plans under rule 3-A of Punjab Factory Rules, 1952
- Factories Act, 1948: Manufacturing Establishments
- Shop/Comms. Est.: Registration, Renewal and Amendment
- Principal Employer: Registration of Establishment under Punjab Factories Act, 1952
- Contract Labour: Licensing, Renewal and Amendment
- Forms & Procedures: Registration and Renewal
- Minimum Wages: Minimum Wages of workers
- Child Labour: Illegal employment of children
- Grievance and Complaints: Registered Complaints
- Registered Industry Login
- How to Apply License
- 3rd Party Verification



Step 2: Enter the Basic details for creating Login to register a license then click on Submit Button.

New User Registration

* Username

* First Name

Middle Name

* Last Name

* Email

* Country

* Mobile No

Captcha

Submit Login Page Resend Email & OTP

Click Here to Register

Step 3: Login Page



List of Regulatory Clearances

1. Approval of Factory Building Plan Rules, 2-A
2. Registration/Grant of License/Renewal of License Punjab Factories Rules, 1952
3. Registration/Renewal/Amendment of Punjab Shops and Comm. Estab. Act, 1956
4. Registration/Amendment of Establishment Employing Contract Labour Act, 1970
5. Licensing/Renewal/Amendment under Contract Labour Act, 1970

For getting above clearances, please login

Login

* Username

* Password

Captcha

Submit Create New User Forgot Password?

Click on Submit for Login



Step 4: After Creating Login Details by confirming email and mobile number, Please login with your respective login details by clicking on Login. After Login, the formal Steps to Register for a Principal Employer will begin by entering basic details of Factory and Owner. Below is the illustration of same process.

Project Profile Mandatory Fields (*)
Max. Attachment Size: 4 MB

1 Personal Details

2.1	Name of Applicant *	<input type="text" value="Manish"/>	<input type="text" value="Middle Name"/>	<input type="text" value="Mahotra"/>
2.2	Applicant Photo	+ ATTACHMENT <small>* In .JPG or PNG format Less Than 4 MB</small>		
2.2	Applicant Signature *	+ ATTACHMENT <small>* In .JPG or PNG format Less Than 4 MB</small>		
2.4	Company/Factory Name *	<input type="text" value="Steel Works Limited"/>	2.5	Manufacturing Process *
2.4	Site Address(Location) *	<input type="text" value="Main Road Ludhiana"/>	<input type="text" value="Raw Material and Manufacturing"/>	

3 Address

2.1	Name of City *	<input type="text" value="Ludhiana"/>	2.2	Pin Code *	<input type="text" value="416707"/>
2.3	Address Line 1 *	<input type="text" value="Main Road"/>	2.4	Address Line 2 *	<input type="text" value="Civil Lane"/>
2.5	Address Line 3	<input type="text"/>	2.6	Phone Number	<input type="text" value="STD Code"/> <input type="text" value="Phone No."/>
2.7	Mobile Number *	<input type="text" value="91"/> <input type="text" value="8146679953"/>	2.8	Fax Number	<input type="text"/>
2.10	Email Address *	<input type="text" value="jagj.kanoj07@gmail.com"/>	2.11	Alternate Email Address	<input type="text"/>



Step 5: The Next Step Consist of entering includes:

1.If factory Owner have already applied for license in office in any year then click on **Yes** and followed by entering license details which includes: License No, Validity Date, Number of Employees and Scan Copy of License in PDF, Otherwise click on **No** for New Clearance.

2. Select the Name of Region(District) from list and then select Jurisdiction Area carefully by reading the full details .

Below is the illustration for same process.

select "Yes" if you have already applied License in any year, Otherwise click on "No"

Select Name of Region(district) where your factory falls in

Apply For Licence Mandatory Fields (*)

Have you earlier applied for Registration certificate in office in any year: Yes No

1.1 Type Of Registration: *

1.2 License No: * 1.3 Valid Up To: *

1.4 No. of Employees: *

1.5 Scan copy of License/Certificate: *
In PDF format Less Than 4 MB
View Attachment

1.6 Name of Region* **Include: Sangrur, Barnala, Malerkotla, Ahmedgarh, Sunam**

List of Labour Circle

Circle Name	Full Name Mobile no Email ID	Full Name Mobile no Email ID	Jurisdiction Area
<input checked="" type="radio"/> Sangrur	Sarabjot Sidhu 9876693601 pardeepgulati11@gamil.com Assistant Labour Commissioner	pardeep gulati 9988106027 sarabjotsidhu@yahoo.com Clerk	1) Tehsil Sangrur 2) Tehsil Sunam 3) Tehsil Malerkotla excluding Sub-tehsil Ahmedgarh and Industries falling outside Municipal limits of Malerkotla from Malerkotla to Ahmedgarh 4) Sub - tehsil Ahmedgarh and Industries falling outside Municipal limits of Malerkotla to Ahmedgarh

Select Jurisdiction Area of Your Region



Labour Application Form Instructions

Grant of a certificate of registration under sub-section (2) of section 12 of the Contract Labour (Regulation and Abolition) Act, 1970

Principal employer of an establishment to which this Act apply shall make an application to the Registering Officer's in the prescribed manner.

1. The application referred to in sub-section (1) of section 12 shall be submitted to the Registering Officer.
2. The application referred to in sub-rule (1) shall be accompanied by an Online / Offline payment receipt showing payment of the fees at the rate prescribed in Rule 26 for the registering of the establishment.

The fees to be paid for the grant of a certificate of registration under section 12 shall be specified below:-

Is Twenty to fifty	₹ 450.00
Exceeds fifty but does not exceed two hundred	₹ 1500.00
Exceeds two hundred but does not exceed four hundred	₹ 3000.00
Exceeds four hundred	₹ 4500.00

Necessary documents to fill the Registration Form

Please keep the following scanned documents ready with you for online registration

- ✓ Form V(Mandatory)
- ✓ Scan copy of whether the contractor was convicted of any offence, within the proceeding five year.
- ✓ Scan copy of whether there was any order against the contractor revoking or suspending license or forfeiting security deposits in respect of an establishment contract.
- ✓ Scan copy of whether the contractor has worked in any other establishment within the past five years if so give details of the principal employers, establishments and nature of work.

[Start Filing Application](#)

[Back To Project Page](#)

**Read the Instructions
Carefully and then click on
Start Filing Application**



eLabour Punjab

Step 5: Next step is to enter details of factory in Form-I, after filling the details, please Click on Save as Draft (save your application temporary and changes can be made) or Click on Save and Lock (lock your application and any change cannot be accepted as process of application will be started by department) .

Application for License

Form-I
Application for License
(Rule 17(1))

Membership Profile [*]
Max. Attachment Size: 4 MB

Contract Labour License for Individual Contract Labour License For Co-operative society

1.1	Name of Contractor*	Marath	1.2	Father's Name of Contractor (in case of Individuals)	Madhoo
1.3	Address of Contractor*	Marath Coast Ludhiana			
2.1	Date Of Birth* (in case of Individuals)	02May1962	04	Years	
3.1	Name Of Establishment*	Marath Industries	3.2	Address Of Establishment	Mar Road Ludhiana
3.3	Type of Business, Trade, Industry, manufacture or occupation, which is carried on in the establishment.*	Manufacturing steel Products	3.4	Number of Certificate of registration *	884224
3.5	Date of Certificate of registration*	15May2009	3.5	Name of Principal Employer*	Sarwan Singh
3.7	Address of Principal Employer *	Mar Road Ludhiana			
4.1	Nature of work in which contract labour is employed or to be employed.*	Manufacturing steel Products	4.2	Proposed Date of Commencement of Contract Work*	02May2017
4.2	Proposed Date of Commencement of Contract Work*	02May2017	4.3	Proposed Date of Ending of Contract Work*	02May2018
4.4	Name of Agent or Manager of Contractor at work site*	Sarwan Singh	4.5	Address of Agent or Manager of Contractor at work site*	Mar Road Ludhiana
4.6	Max no. of contract labour proposed to be employed on any date*	30			

5. Whether the contractor was convicted of any offence, within the preceding five year, if so give details.

*in PDF format less than 4 MB

6. Whether there was any order against the contractor (suspension or suspending license or forfeiting security deposits) in respect of an earlier contract if so the date of such order.

*in PDF format less than 4 MB

7. Whether the contractor has worked in any other establishments within the past five years, if so give details of the principal employers, establishments and nature of work.

*in PDF format less than 4 MB

8. Whether a certificate by the principal employer in Form 'A' is enclosed?

*in PDF format less than 4 MB. View Attachment

9. Particulars of security deposit, if any, requested to be adjusted.

10. The amount of security of balance, if any after adjustment of amount to be refunded under rule 17, if any deposited.

07-May-2017
Application Date

*in PDF format less than 4 MB

Name: Tejvir Singh
Address: 5773
Highy
Hydr 544545
Punjab India

Note: Save as Draft will save your Factory as temporary and changes can be made. Save and Lock will lock your application and any change can not be accepted as process of application will be started by department.

Click on Save as Draft or Save and Lock after entering the details



Step 6: : Check Details of your license and click on **Pay Now** Button .

Application Form Submitted Successfully

Application for: ContractLabour Applied on: 07-May-2017 11:39:43

Business Entity: rtyty Site Details: rtyty
Manufacturing Process: rtyty Contact Person: Testdfg Testyrttyt, 8146679953, jagi.kahlon07@gmail.com

Payment Details	
File No	20170574396
Applied For	Licencing of Contract Labour
Establishment Name	rtyty
Licence for	1 Year(s)
Status	Contact Labour Application Submitted But Fees Pending
Amount	9090.00
Submitted on	07-May-2017 11:45:48

Your application has been locked successfully, Please click on **Pay Now** to Complete your application.

Pay Now Back to Details

Step 7: :Select the mode of your made and click on Proceed .

Make Payment GO BACK

Application for: ContractLabour Applied on: 07-May-2017 11:39:43

Business Entity: rtyty Site Details: rtyty
Manufacturing Process: rtyty Contact Person: Testdfg Testyrttyt, 8146679953, jagi.kahlon07@gmail.com

Fees Paid Fees Pending

Select Payment Method

Online - Through OSIS Payment Gateway Offline - On Desk Payment

Select forms for payment

Clearance	Statutory Fee	Balance Fee Due	Balance Fee Paid / Received	Total Fees
Licencing of Contract Labour	₹ 9090.00	₹ 0	₹ 0.00 / ₹ 0	₹ 9090
Total	₹ 9090	₹ 0	₹ 0	₹ 9090

Proceed Back to Details

Click on Proceed button process Payment



Step 8: :Enter the payment details and Click on Submit button .

Add Offline Payment Details GO BACK

Application for: ContractLabour Applied on: 07-May-2017 11:39:43

Business Entity: rtyry **Site Details:** rtyry
Manufacturing Process: rtyry **Contact Person:** Testdflg Testyrytyr, 8146679953,
jagl.kahlon07@gmail.com

Payment Mode: * Challan No NEFT / RTGS

Challan No.: *

Payment Date: *

Bank: *

Attach Payment Receipt: * [+ ATTACHMENT](#)
* In PDF format Less Than 4 MB
[View Payment Receipt.](#)

Clarence	Statutory Fee	Balance Fee	Total Fee
Licencing of Contract Labour	₹ 9090.00	₹ 0.00	₹ 9090.00
Total	₹ 9090.00	₹ 0.00	₹ 9090.00

Comments: *

Submit

Click on Submit after entering Payment Details



Step 9: :Application for Principal Employer has been submitted Successfully.

Application Form Submitted Successfully

Thank You

Your Payment has been received and application successfully submitted to Department for processing with the following details:

Transaction Acknowledgement

File No	20170574396
Applied For	Licencing of Contract Labour
Establishment Name	hityy
Licence for	1 Year(s)
Status	Application Form submitted and Fee Paid Offline
Submitted on	07-May-2017 11:48:53

Amount	9090.00
Transaction/Challan No	5465454
Transaction/Challan Date	06-May-2017 00:00:00
Bank Name	Development Credit Bank

Download Acknowledgement Receipt [Download](#)

[Back to Details](#)