



eLabour Punjab



## Punjab Labor Department

# Principal Employer License Registration

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## Steps to Apply for Registration for Principal Employer on elabour Punjab:

Below is Step by step procedure to register for Principal Employer:-

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

The screenshot shows the homepage of the eLabour Punjab portal. At the top, there is a navigation bar with links for DEPARTMENT OF LABOUR PUNJAB, ABOUT US, PROFILE, BRANCHES, PUBLIC INTERFACE, HELP, CONTACT US, and LOGIN. Below the navigation bar, there is a header section with the e-Labour logo and a list of regulatory clearances. A callout bubble points to the 'Create New User' button in the main menu.

**DEPARTMENT OF LABOUR PUNJAB** ABOUT US PROFILE BRANCHES PUBLIC INTERFACE HELP CONTACT US LOGIN

Telephone: +91-172-2702486 E-Mail Address: kpboffice@gmail.com

### 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

For getting above clearances [Click here](#)

**Click on Create New User**

<b>Building Plan</b> Approval of Building Plans under Punjab Factory Rules, 1952	<b>Factories Act, 1948</b> Manufacturing Establishments	<b>Shop/Comms. Est.</b> Registration, Renewal and Amendment	<b>Create New User</b>
<b>Principal Employer</b> Registration of Establishment under Punjab Factories Rules, 1952	<b>Contract Labour</b> Licensing, Renewal and Amendment	<b>Forms &amp; Procedures</b> Registration and Renewal	<b>Registered Industry Login</b>
<b>Minimum Wages</b> Minimum wages of workers	<b>Child Labour</b> Illegal employment of children	<b>Grievance and Complaints</b> Registration of Complaints	<b>How to Apply License</b>
			<b>3rd Party Verification</b>



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

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 Camen, 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

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 \*

2.2 Applicant Photo   
\* In .JPG or PNG format Less Than 4 MB

2.2 Applicant Signature \*    
\* In .JPG or PNG format Less Than 4 MB

2.4 Company/Factory Name \*  2.5 Manufacturing Process \*

2.6 Site Address (Location) \*

**3 Address**

3.1 Name of City \*  3.2 Pin Code \*

3.3 Address Line 1 \*  3.4 Address Line 2 \*

3.5 Address Line 3

3.6 Phone Number

3.7 Mobile Number \*

3.8 Fax Number

3.10 Email Address \*  3.11 Alternate Email Address

**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, Number of Contractors 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"

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: \*

1.4 No. of Employees: \*  1.5 No. of Contractors: \*

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, Surnam

▼ List of Labour Circle

Circle Name	Full Name Mobile no Email ID	Full Name Mobile no Email ID	Jurisdiction Area
● Sangrur	Sarbjot Sidhu 987663681 pardeeggulati11@gmail.com Assistant Labour Commissioner	pardeep gulari 9908106027 sarbjotsidhu@yahoo.com Clerk	1) Tehsil Sangrur 2) Tehsil Surnam 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 Name of Region(district) where your factory falls in

Select Jurisdiction Area of Your Region



Registration and Renewal of Factory License Form Instructions

Grant of a certificate of registration under sub-section (2) of section 7 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 7 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.

Fees to be paid for the grant of a certificate of registration under section 7

Is Twenty to fifty	₹ 1500.00
Exceeds fifty but does not exceed two hundred	₹ 6000.00
Exceeds two hundred but does not exceed four hundred	₹ 12000.00
Exceeds four hundred	₹ 15000.00

[Start Filling Application](#) [Back To Project Page](#)

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



**Step 6:** : 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) .

Establishment Registration for Contract Labour

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

Form-I  
Application for registration of establishment employing Contract Labour  
(Rule 17(1))

1.1 Name of Establishment\* Satnam Industries

1.2 Location of Establishment\* Main Road

2 Postal Address of Establishment\* Main Road Ludhiana

3.1 Full name of Principal Employer\* Satnam Singh

3.2 Father's Name of Principal Employer\* (In case of individuals) Gurmani Singh

3.3 Address of Principal Employer\* ghfg hghfg

4.1 Name of manager or person responsible for the supervision & control of the establishment\* Manish Verma

4.2 Address of manager or person responsible for the supervision & control of the establishment\* Satish Singh

5 Nature of work carried on in the establishment\* Paper Production

6 Particulars of Contractors and Contract Labour

(a) Name of Contractor*	(b) Address of Contractor*	(c) Nature of work in which contract labour is employed or is to be employed*	(e) Max no. of contract labour to be employed on any day through each contractor*	(f) Estimated Date of commencement of each contract work under each contractor*	(g) Estimated Date of termination of employment of contract labour under contractor*
seema	ff area Ludhiana	Paper Production	33	8/May/2014	9/May/2017

7 Amount of Registration fee to be deposited (In ₹) 1000

Declaration: I hereby declare that the particulars given above are true to the best of my knowledge and belief.

Date 07-May-2017 11:52:07

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.

Save as Draft Save and Lock Back to Project Page

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



**Step 7:** : Check Details of your license and click on **Pay Now** Button .

Application Form Submitted Successfully

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

**Business Entity:** rtyty **Site Details:** rtyty  
**Manufacturing Process:** rtyty **Contact Person:** Testdfgg Testyrttyty, 8146579953, jagi.kahlon07@gmail.com

**Payment Details**

File No	20170574396
Applied For	Registration of Principle Employer
Establishment Name	rtyty
Status	Principle Employer Application Submitted but fee Pending
Amount	1500.00
Submitted on	07-May-2017 11:55:00

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

**Pay Now** **Back to Details**

**Step 8:** :Select the mode of your made and click on Proceed .

Make Payment GO BACK

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

**Business Entity:** rtyty **Site Details:** rtyty  
**Manufacturing Process:** rtyty **Contact Person:** Testdfgg Testyrttyty, 8146579953, jagi.kahlon07@gmail.com

**Fees Paid** **Fees Pending**

**Select Payment Method**

Online - Through OBCS Payment Gateway  Offline - On Desk Payment

**Select forms for payment**

Clearance	Statutory Fee	Balance Fee Due	Balance Fee Paid / Received	Total Fees
Registration of Principle Employer	₹ 1500.00	₹ 0	₹ 0.00 / ₹ 0	₹ 1500
<b>Total</b>	<b>₹ 1500</b>	<b>₹ 0</b>	<b>₹ 0</b>	<b>₹ 1500</b>

**Proceed** **Back to Details**

**Click on Proceed button process Payment**





**Step 9:** :Enter the payment details and Click on Submit button .

**Add Offline Payment Details** GO BACK

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

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**Business Entity:** rty/ry **Site Details:** rty/ry  
**Manufacturing Process:** rty/ry **Contact Person:** Testoffy Testyrt/ryt, 8146679953, jagi.kahlon07@gmail.com

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**Payment Mode:** \*  Challan No  NEFT / RTGS

**Challan No.:** \*

**Payment Date:** \*

**Bank:** \*

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

Clarence	Statutory Fee	Balance Fee	Total Fee
Registration of Principle Employer	₹ 1500.00	₹ 0.00	₹ 1500.00
Total	₹ 1500.00	₹ 0.00	₹ 1500.00

**Comments:** \*

Payment Done

**Click on Submit after entering Payment Details**



**Step 10:** :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	Registration of Principal Employer
Establishment Name	ryby
Licence for	1 Year(s)
Status	Application Form submitted and Fee Paid Offline
Submitted on	07-May-2017 11:45:53

Amount	9090.00
Transaction/Challan No	5465464
Transaction/Challan Date	06-May-2017 00:00:00
Bank Name	Development Credit Bank

Download Acknowledgement Receipt [Download](#)

[Back to Details](#)