



Labour Department, Punjab

User Registration @ pblabour.gov.in

Steps for User Registration/Create New User

1. Open your web browser and go to <http://pblabour.gov.in> web portal, it will show official website of Labour Department, Punjab as shown in screenshot below:

The screenshot displays the official website of the Punjab Labour Department. The header includes navigation links: DEPARTMENT OF LABOUR PUNJAB, ABOUT US, PROFILE, BRANCHES, PUBLIC INTERFACE, HELP, CONTACT US, and LOGIN. A search bar and contact information (Telephone: +91-173-2702486, Email: kpsb@nic@gmail.com) are also present. The main content area features a large orange graphic with the text 'e-Labour' and a list of regulatory clearances. A callout bubble with the text 'Click to Create New User' points to a blue button labeled 'Create New User' in a grid of service categories. Other categories include Building Plan, Factories Act, 1948, Shop/Comm. Est., Principal Employer, Contract Labour, Form & Procedures, Minimum Wages, Child Labour, Grievance and Complaints, and 3rd Party Verification. Below this grid are sections for Organisation Structure, BOCW, Punjab Welfare Board, Right to Information, Right to Service, and Tenders & Public Notices. A 'What's New' and 'Notifications' section follows, listing recent updates and official notices. The footer contains logos for BOCW, Invest Punjab, India.gov.in, Punjab, Capital India, and DGR Punjab, along with profile, branches, public interface, and contact information details.

2. If applicant is new, then he/she has to register with **e-Labour Punjab**. For this, click on **Create New User** button and enter the details required for **New User Registration** as shown in screenshot below:

The screenshot shows the 'New User Registration' form on the e-Labour Punjab website. The form fields are filled with the following information:

- * Username: nstindustries
- * First Name: navinder
- Middle Name: kumar
- * Last Name: sharma
- * Email: nstindustries@gmail.com
- * Country: india
- * Mobile No: 91 9999999999

A red box highlights the 'Submit' button, with a callout bubble indicating 'Click to Submit'. The footer of the page includes 'Copyright © 2016', 'Login Page', 'Resend Email & OTP', and 'Designed & Developed by NIC Punjab'.

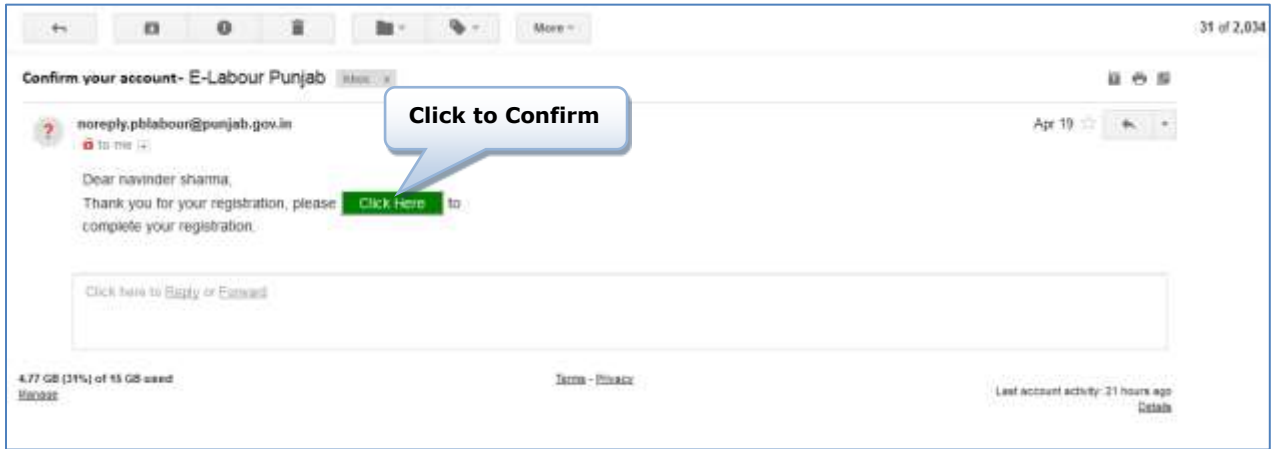
3. Once the required information is submitted system will send a confirmation link to the registered email and OTP for confirmation as shown in screenshot below:

The screenshot shows the 'Investor Registration Confirmation' page. The message reads:

Thank you for registration. A link has been sent on your registered Email address & OTP on registered Mobile Number. Please verify by clicking on the link with in 30 minutes. If confirmation email is not in your Inbox, **kindly check Junk/ Spam Email** folders of your registered email account for the same. If you have not received email please wait 5 - 10 minutes else send a request with your registration details at support@PbLabour.in.

A blue button labeled 'Go to Login Page' is located at the bottom of the page.

4. **New Registered User**, needs to click the link sent to his / her registered email id for confirmation.



By clicking on **Click Here** (green button as shown on screen above) button in the email sent to applicant (as shown in screenshot above), the applicant can verify his/her email Id.

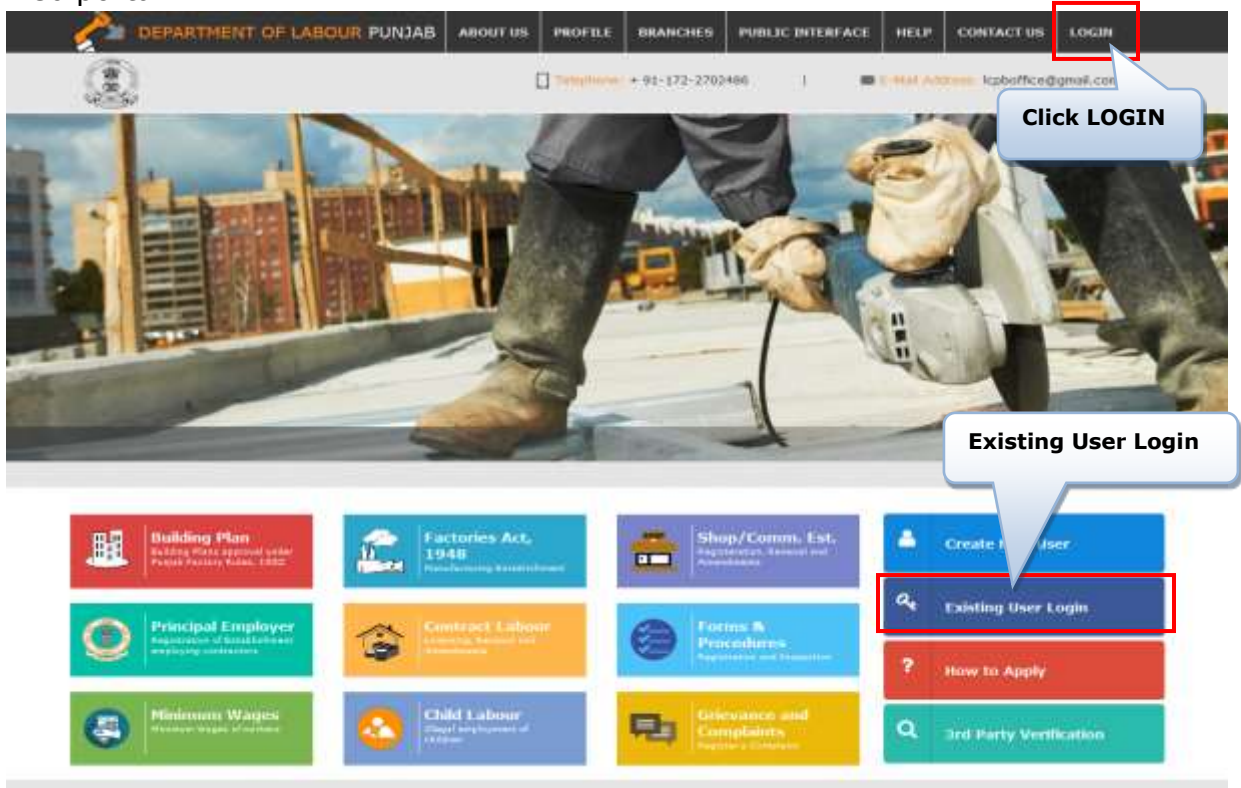
5. In the next step, e-Labour will bring applicant to **Verify Mobile** page as shown in the screenshot below. Here fill **OTP** and **Captcha** and click on **Verify Mobile** button.

A screenshot of a web page titled "Verify Mobile". The page has a white background with an orange header. Below the header, there are three input fields: "Username" with the value "nstindustries", "OTP" which is empty, and "Captcha" with the value "XWE662". There is a blue circular refresh button next to the captcha. At the bottom of the page, there are two blue buttons: "Verify Mobile" and "Go To Login".

6. After verification of Mobile No., e-Labour will allow the applicant to set his / her password as shown in the screenshot below:

The screenshot shows a web form titled "Set Your Password" with an orange header. It contains three input fields: "Username" with the value "nstindustries", "* Password" (masked with dots), and "* Confirm Password" (also masked with dots). Below the fields are a CAPTCHA box with the text "dxmzex", the "DXMZEX" logo, and a refresh icon. At the bottom, there are two buttons: "Set Password" and "Go To Login".

7. Once the registration process is over, applicant can login into the e-Labour by browsing **http://pblabour.gov.in/Account/Login** or by clicking **Existing User Login** button or by clicking on **LOGIN** menu at top right corner of the home page of **pblabour.gov.in** web portal.



8. It will show following screen, where applicant can login with newly created username and password and can avail the services of e-Labour web portal:



9. If applicant has logged in for the first time, then applicant has to update his/her e-Labour profile with latest photo and signature as shown in screenshot below:

The screenshot shows the 'Project Profile' form, divided into two sections: 'Personal Details' and 'Address'.

Personal Details Section:

- 2.1 Name of Applicant: Three input fields containing 'mayender', 'sumat', and 'sharma'.
- 2.2 Applicant Photo: '+ ATTACHMENT' button and a photo of a man.
- 2.3 Applicant Signature: '+ ATTACHMENT' button and a handwritten signature.
- 2.4 Company/Factory Name: Input field containing 'N S T Industries'.
- 2.5 Manufacturing Process: Input field containing 'Manufacturing of App'.
- 2.6 Site Address(Location): Input field containing 'Industrial Area, Mohali'.

Address Section:

- 3.1 Name of City: Input field containing 'Mohali'.
- 3.2 Pin Code: Input field containing '160055'.
- 3.3 Address Line 1: Input field containing 'Phase B'.
- 3.4 Address Line 2: Input field containing 'Industrial Area'.
- 3.5 Address Line 3: Empty input field.
- 3.6 Phone Number: Input field containing '870 000' and '123456'.
- 3.7 Mobile Number: Input field containing '91' and '9780447600'.
- 3.8 Fax Number: Empty input field.
- 3.9 Email Address: Input field containing 'nshindustries@gmail.com'.
- 3.10 Alternate Email Address: Empty input field.

 At the bottom left, there are buttons for 'Submit' and '<< Back to details'.

10. Once applicant has updated his profile, applicant can have all regulatory clearances of e-Labour Punjab as shown in screenshot below:

The screenshot shows the 'Apply For License' page on the e-Labour Punjab portal. The page features a sidebar with navigation options: Home, License Applied, and Factory Inspection Report. The main content area is titled 'Apply For License' and includes a 'Mandatory Fields (*)' section. A question asks, 'Have you earlier applied for Registration certificate to office in any year?' with radio buttons for 'Yes' and 'No'. Below this is a dropdown menu for 'Type Of Registration:' with a list of options: 'Select Any One', 'Newest Any One', 'Registration/Renewal of Factory license Act Rules 1952', 'Registration of establishment employing Contract Labour, Act 1970', 'Licensing/Renewal under Contract Labour, Act 1970', and 'Registration/Renewal of Punjab Shop and Comm. Estab. Act 1958'. At the bottom of the dropdown are two buttons: 'Start Filing Application' and 'Back To Profile Page'.

Currently, applicant can have following clearances:

- i. Approval of Building Plans under rule 3-A of Punjab Factory Rules, 1952
- ii. Registration/Grant of License/Renewal of Factory License under Punjab Factory Rules, 1952
- iii. Registration/Renewal/Amendment of Shop and Commercial Establishment under The Punjab Shop and Commercial Establishment Act, 1958
- iv. Registration/Amendment of Establishment employing contract worker (Principal Employer)
- v. Licensing/Renewal/Amendment of Contract Labour under The Contract Labour (R & A) Act, 1970