



Unified Shram Suvidha Portal

User Manual for Principal Employer under Contract Labour Regulation and Abolition Act(s)-Version 1.0

**For,
Ministry of Labour & Employment
Government of India**



REVISION HISTORY

VERSION	REVISION DATE	REVISION BY	REVIEWED BY	DESCRIPTION
1.0	26-April-2018	Pradeep Kumar	Sh. Santosh Mahur	Initial Copy



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1 Introduction

The Unified Shram Suvidha Portal is developed to facilitate reporting of Inspections, and submission of Returns. The agencies and establishment can register under Common Registration for Contract Labour (CLC), BOCW (Building and Other Construction Workers) and ISMW (Inter-State Migrant Workmen).

This document illustrates common registration process for CLC, BOCW and ISMW and is intended for the use of Establishment /factory owners.

- Common Registration for Contract Labour (CLC)
- Building and Other Construction Workers (BOCW)
- Inter-State Migrant Workmen (ISMW)



2 Login



Figure 2-1

Enter site URL in the address bar of your internet browser and press enter key.

Login screen will be displayed.



Figure 2-2


- To login with USSP, enter User Id and Password, enter verification code as displayed and click **Sign In**
- Click **Reset** to rearrange all the details you have written in login form,

2.1 Sign Up

User can sign up / register in two ways:



Click  [Create your Unified Shram Suvidha Portal Account \(Sign Up\)](#) link

Or click  Sign Up link given on top right corner of login page

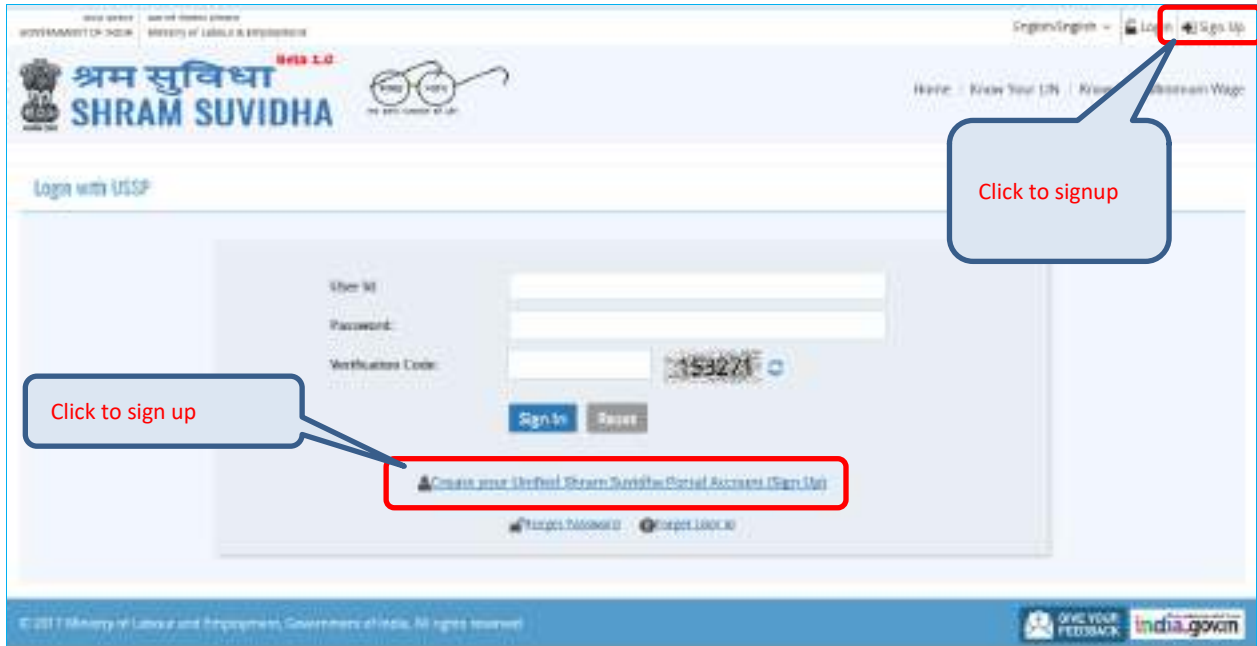



Figure 2-3

To sign up enter the following details:

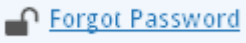
- *Name*
- *Email*
- *10 Digit Mobile No*
- *Verification Code as displayed*

- Click  to create your account



- Click  to rearrange all the details you have written in login form



2.2 Forgot Password

Click  in case of forgotten password

Enter the following details:

- Enter your User ID
- Verification Code
- Click  to submit the details
- Click  to discard action

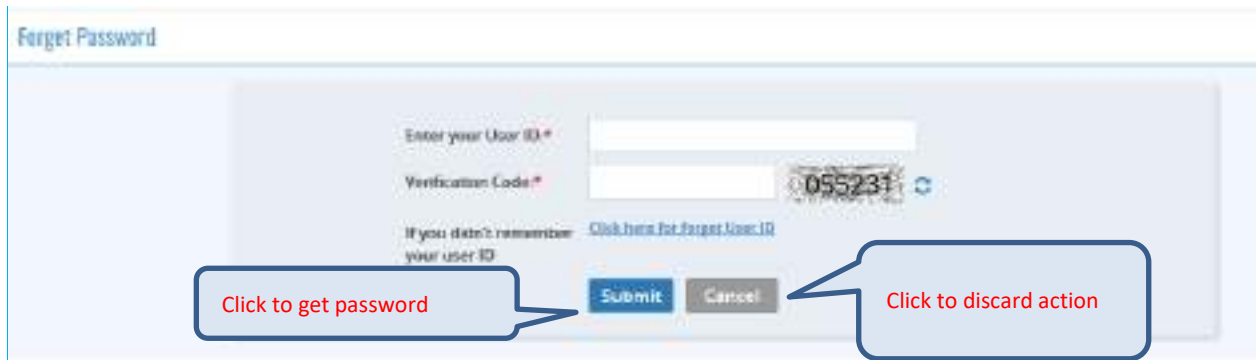


Figure 2-4

The following message will be displayed:



Figure 2-5



3 Dashboard

Home / Registration List

Registration for CLC [Displaying 1 to 6 of 6] Apply for New Registration

Establishment Name + Keyword: Go! Page 1 of 1 Limit 10

Sr. No.	Principal Employer & Employer Name / Establishment Name	Payment Status	Ack. No / Date	Last Updated Date	Act(s)	Status	Actions
1	Pradeep Singh M/s Test Establishment	Not Pay	-	27-04-2018	ISMW	Submitted - Payment Pending	
2	Not Saved	Not Pay	-	27-04-2018	CLRA	Draft	
3	Not Saved	Not Pay	-	27-04-2018	CLRA	Draft	
4	Pradeep Kumar M/s Test Limited	Not Pay	-	26-04-2018	CLRA	Submitted - Payment Pending	
5	Pradeep Kumar HPI India 2018 Limited	Pay	26-04-2018	26-04-2018	CLRA	Approve - CLRA/ALCNEWDELHI3 /2018/06-2	
6	Pradeep Singh M/s Silver Touch Demo	Pay (to INR Transition ID 2004180001232)	20-04-2018	25-04-2018	ISMW	Approve - ISMW/ALCKARNAL /2018/06-1	

[Delete](#)

Figure 3-1








Dashboard displays:

- 

Left Menu
- 

-Header
- List of Registration forms with various;

Existing registration applications will be displayed with following column headings:

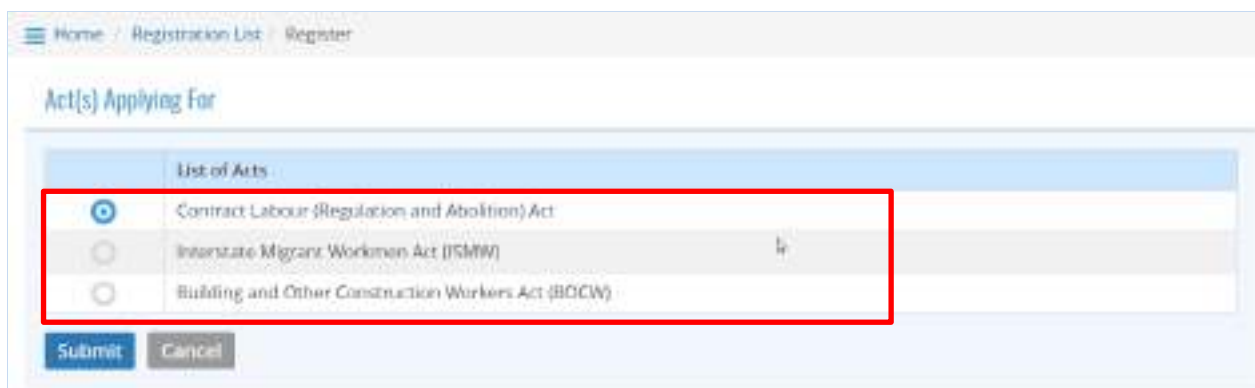
- Sr. No.
- Establishment Name
- Status
- Payment Status
- Type
- Actions
 -  (edit) -click to edit specific form. You can edit the form, till you save it as draft, once submitted, you cannot edit the form
 -  (view pdf) - click to view submitted for in PDF format
 -  (query) - this icon will be displayed only if
 -  (print) –click to print acknowledgement
 -  (download attachments)- click download attachments
 -  (view) – click to form
 - You can delete multiple rows by checking the checkbox and selecting  button.

NOTE: YOU CANNOT DELETE FORM AFTER SUBMISSION.

3.1 New Registration

Click  to apply for new registration.

You can select the type of registration:




Home / Registration List / Register

Act(s) Applying For

List of Acts	
<input checked="" type="radio"/>	Contract Labour (Regulation and Abolition) Act
<input type="radio"/>	Instate Migrant Workmen Act (IMWW)
<input type="radio"/>	Building and Other Construction Workers Act (BOCW)

Figure 3-2

Select the Act that you want to register for by selecting the radio button and click  button to continue:



4 Contract Labour (Regulation and Abolition) Act

Fill in following tabs to complete the Registration for Contract Labour (Regulation & Abolition) Act:

Principal Employer Details | Establishment Details | Work Place Details | Manager Details | Contractors Details | Contract Work Details | Attachments

A. Principal Employer Details

1. Retrieve details of principal employer through UN

2. Name of Establishment*

3. Full name of Principal Employer as per section 2(g)*

4. Address of Principal employer * **Note :** This address should be official address of principal employer.
Room No. 501
Ministry of Labour
New Delhi

Geo. Co-ordinates:
Longitude Latitude
Please fill proper address and pincode to get actual Geo-coordinates

5. Designation*

Please fill proper designation like manager, web-developer

6. Gender*

7. Father's / Husband's Name of the Principal Employer*

8. Email Address*

9. Mobile No*

Sr. No.	Contact Type	Contact Value	Actions
	Select Contact Type		<input type="button" value="+"/>
1	Website	https://registration.shramsuidha.gov.in	<input type="button" value="✎"/> <input type="button" value="✖"/>

10. Minimum number of contract labour to be employed in the Establishment on any day*

11. Registration Fee:
(A) If 20 - Rs. 60
(B) Exceeds 20 but does not exceed 50 - Rs. 150
(C) Exceeds 50 but does not exceed 100 - Rs. 300
(D) Exceeds 100 but does not exceed 200 - Rs. 600
(E) Exceeds 200 but does not exceed 400 - Rs. 1200
(F) Exceeds 400 - Rs. 1500

Figure 4-1

- [Principal Employer Details](#)
- [Establishment Details](#)
- [Manager Details](#)
- [Contractors Details](#)
- [Contract Work Details](#)
- [Attachments](#)



4.1 Principal Employer Details

Principal Employer Details | Establishment Details | Work Place Details | Manager Details | Contractors Details | Contract Work Details | Attachments

A. Principal Employer Details

1. Retrieve details of principal employer through LIN

2. Name of Establishment*

3. Full name of Principal Employer as per section 2(21)*

4. Address of Principal Employer * **Note :** This address should be official address of principal employer.

Room No. 501	Shram Shakti Bhawan
Ministry of Labour	Delhi
New Delhi	110001

Geo Co-ordinates

Longitude	Latitude
-----------	----------

Please fill proper address and pincode to get actual Geo-coordinates

5. Designation*

Please fill proper designation like manager, web-developer

6. Gender*

7. Father's / Husband's Name of the Principal Employer*

8. Email Address*

9. Mobile No*

Sr. No.	Contact Type	Contact Value	Actions
	Select Contact Type		<input type="button" value="+"/>
1	Website	https://registration.shramsuidha.gov.in	<input type="button" value="✎"/> <input type="button" value="✖"/>

10. Maximum number of contract labour to be employed in the Establishment on any day*

11. Registration Fee

(A) Is 20 - Rs. 60
(B) Exceeds 20 but does not exceed 50 - Rs. 150
(C) Exceeds 50 but does not exceed 100 - Rs. 300
(D) Exceeds 100 but does not exceed 200 - Rs. 600
(E) Exceeds 200 but does not exceed 400 - Rs. 1200
(F) Exceeds 400 - Rs. 1500

Figure 4-2



Enter following detail for CLC Registration:

- Retrieve details of principal employer through LIN: Insert LIN number and click

Search LIN

LIN, to fetch the establishment detail. Or you can enter the establishment detail manually

- Name of Establishment*, Full name of Principal Employer as per section 2(g)*, Address of Principal Employer * will be fetched from LIN if you enter LIN number and search

Note: This address should be official address of principle employer.

- Use Google map for Geo-Coordinates
- Geo Co-ordinates:

Use google map for Geo-Coordinates

- Use Google map for Geo-Coordinates- click to get latitude and longitude. Geo Co-ordinates- will be displayed on selecting Google map
- Designation* - enter designation

Note: Please fill proper designation like manager, web-developer

- Gender* - select gender from the list
- Father's / Husband's Name of the Principal Employer*- enter father's/husband's name
- e-Contacts of Principal Employer (Here, Email and Mobile entry of Principal Employer is Mandatory):-* - enter e-contacts of principal employer
- Email Address*-enter email address
- Mobile No*-enter mobile number

- Enter contact type and contact value and click icon; saved contact detail will be displayed with following column headings:

- Sr. No.
- Contact Type
- Contact Value
- Actions
- Maximum number of contract labour to be employed in the Establishment on any day*- Enter maximum number of labour working in the establishment on any day

Note: Registration Fee will be based on the number of contract labour working at your establishment. Registration Fee details are displayed as shown below:

- Registration Fee
 - (A) Is 20: Rs. 60
 - (B) Exceeds 20 but does not exceed 50: Rs. 150
 - (C) Exceeds 50 but does not exceed 100: Rs. 300
 - (D) Exceeds 100 but does not exceed 200: Rs. 600
 - (E) Exceeds 200 but does not exceed 400: Rs. 1200
 - (F) Exceeds 400: Rs. 1500

- Click **Save Draft** to save the form as draft and you can resume form filling by editing the same. Saved draft will be displayed on dashboard as Draft with provision to edit as shown below:

Sr. No.	Principal Employer & Employer Name / Establishment Name	Payment Status	Ack. No / Date	Last Updated Date	Act(r)	Status	Actions
1	Pradeep Kumar M/S JSC Limited	Not Pay	--	25-04-2018	CLRA	Unsigned Draft	

Figure 4-3



4.2 Establishment Details

Principal Employer Details | **Establishment Details** | Work Place Details | Manager Details | Contractors Details | Contract Work Details | Attachments

B. Establishment Details

12. Retrieve details of Establishment through LIN

Search LIN

13. Name of Establishment*

14. Location of Establishment (Select if Address is Same as Principal Employer Address)*

Room No: Test

Geo Co-ordinates

Longitude Latitude

Please fill proper address and pincode to get actual Geo-coordinates

15. Ownership Type/Sector*

16. Activity as per National Industrial Classification*

Search

17. Details of selected NIC Code*

F - CONSTRUCTION

- 43 - Specialized construction activities
- 433 - Building completion and finishing
- 4330 - Building completion and finishing
- 43301 - Installation of doors, windows, door and window frames, fitted kitchens, of wood or other materials

18. Nature of work carried on in Establishment*

19. Identifiers of Establishment (Here, PAN entry of Establishment is Mandatory)*


20. Identifier of Establishment*

Sr. No.	Identifier Type	Identifier Value	Name as on Identifier	Actions
	Select identifier Type :			<input type="button" value="+"/>
1	Corporate Identity Number	123456789101	Test Limited	<input type="button" value="✕"/> <input type="button" value="✓"/>

Figure 4-4



Enter following detail for Establishment:

- Retrieve details of Establishment through LIN: enter LIN number and search the establishment detail
 - Name of Establishment*, Location of Establishment (Select if Address is Same as Principal Employer Address)* will be fetched
 - Use Google map for Geo-Coordinates
 - Geo Co-ordinates: click  to fetch the latitude and longitude
- Note: Fill proper address and pin code to get actual Geo-coordinates.
- Ownership Type/Sector*: select ownership/ sector from dropdown list

- Activity as per National Industrial Classification*: Enter NIC code and click  to fetch NIC code details,
- Details of selected NIC Code* will be displayed as shown below:

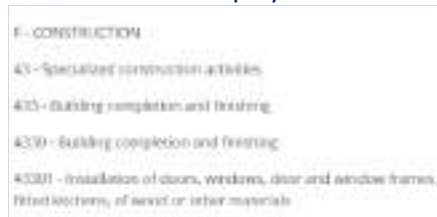





Figure 4-5

- Nature of work carried on in Establishment*: enter nature of work carried out at the establishment
- Identifiers of Establishment (Here, PAN entry of Establishment is Mandatory):* enter establishment identifiers.

Note: PAN number is mandatory!

- Identifier of Establishment*
 - Enter Sr. No., Identifier Type, Identifier Value, Name as on Identifier, and click  icon. Entered establishment identifiers will be saved and displayed in grid below;
- Click  or  to continue with Manager detail

4.3 Manager Details

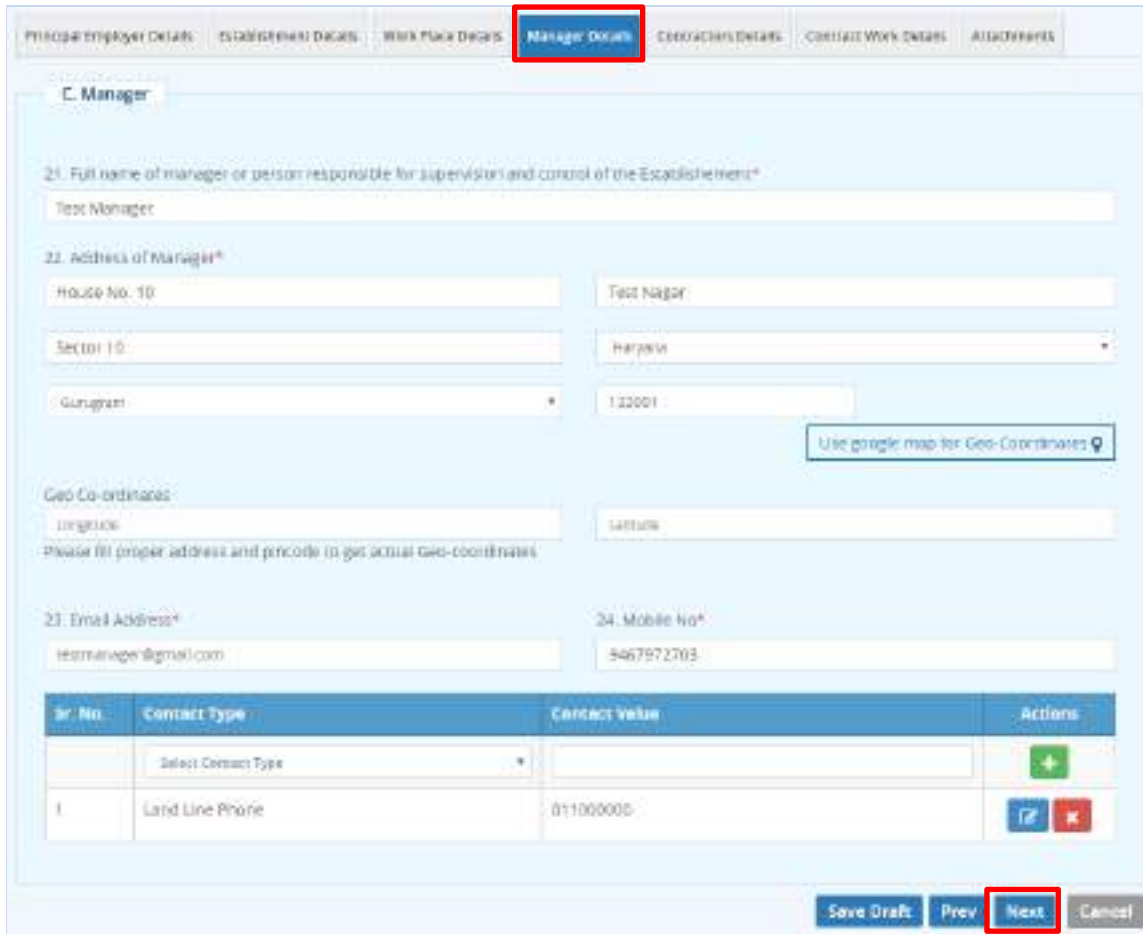


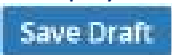



Figure 4-6

Enter following information:

- Full name of manager or person responsible for supervision and control of the Establishment*: enter name of the manager
- Address of Manager*: enter address of the manager
- Use Google map for Geo-Coordinates: click  to get latitude and longitude. Geo Co-ordinates- will be displayed on selecting Google map
- Geo Co-ordinates: fill proper address and pin code to get actual Geo-coordinates
- Email Address*: enter valid email address
- Mobile No*: enter ten digit mobile number
- Enter:
 - Sr. No.
 - Contact Type
 - Contact Value
 - Actions and click  to add contact detail. Entered contact details will be displayed in the grid below
- Click  or  to continue with contractor detail



4.4 Contractors Details

Principal Employer Details | Establishment Details | Work Place Details | Manager Details | **Contractors Details** | Contract Work Details | Attachments

D. Contractors

25. LIN of Contractor (Optional)

26. Name of Contractor*

27. Maximum number of contract labour to be employed through this contractor on any day*

28. Address of Contractor*

Geo Co-ordinates

Please fill proper address and pincode to get actual geo-coordinates

29. Email Address* 30. Mobile No*

Sr. No.	Contact Type	Contact Value	Actions
	<input type="text" value="Select Contact Type"/>	<input type="text"/>	<input type="button" value="+"/>
1	Land Line Phone	0123000000	<input type="button" value="✎"/> <input type="button" value="✖"/>

31. Identifier of Contractor*

Sr. No.	Identifier Type	Identifier Value	Name as on Identifier	Actions
	<input type="text" value="Select Identifier Type"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/>
1	LIN	2-2222-2222-2	Contractor 101	<input type="button" value="✎"/> <input type="button" value="✖"/>

Contractors details Added by You:

Sr. No.	Name of Contractor	Address	E-Contacts	Identifier	Actions
No records found.					

Figure 4-7

Enter following information:



- LIN of Contractor (Optional): enter LIN and fetch contractor details
- Name of Contractor*- else you can enter contractor details manually
- Maximum number of contract labour to be employed through this contractor on any day*: enter maximum number of contract labour to be employed through this contractor on any day
- Address of Contractor*- enter address of the contractor
- Use Google map for Geo-Coordinates: click [Use google map for Geo-Coordinates](#) to get latitude and longitude. Geo Co-ordinates- will be displayed on selecting Google map
- Geo Co-ordinates: fill proper address and pin code to get actual Geo-coordinates
- Email Address*: enter valid email address for communication
- Mobile No*
- Enter Contract Type and number
 - Sr. No.
 - Contact Type
 - Contact Value
 - Actions
- Identifier of Contractor*: enter identifier for contractor
 - Sr. No.
 - Identifier Type
 - Identifier Value
 - Name as on Identifier
 - Actions
- Click [Add](#) to add contractor information. Contractors details Added by You will be displayed in the grid below (see the image below):
 - Sr. No.
 - Name of Contractor
 - Address
 - E-Contacts Identifier
 - Actions



Principal Employer Details | Establishment Details | Work Place Details | Manager Details | **Contractor Details** | Contract Work Details | Attachments

D. Contractors

25. UIN of Contractor (Optional)

26. Name of Contractor*

27. Maximum number of contract labour to be employed through this contractor on any day*

28. Address of Contractor*

Pincode No / Name* Sub-Locality / Colony / Street Name

Locality / Village / Town Name* Select State

Select District Pincode*

[Use google map for Geo-Coordinates](#)

29. Longitude 30. Latitude

Please fill proper address and pincode to get actual Geo-coordinates

29. Email Address* 30. Mobile No*

Sr. No.	Contact Type	Contact Value	Actions
	Select Contact Type	<input type="text"/>	<input style="background-color: green; color: white; border: none; padding: 5px; width: 20px; height: 20px; vertical-align: middle;" type="button" value="+"/>
No record(s) found.			

31. Identifier of Contractor*

Sr. No.	Identifier Type	Identifier Value	Name as an Identifier	Actions
	Select Identifier Type	<input type="text"/>	<input type="text"/>	<input style="background-color: green; color: white; border: none; padding: 5px; width: 20px; height: 20px; vertical-align: middle;" type="button" value="+"/>
No record(s) found.				

Contractor details Added by You

Sr. No.	Name of Contractor	Address	E-Contacts	Identifier	Actions
1	Contractor 101	Test 198/30, Sector -5, Ajmer, Rajasthan, 305001	Email : contractor.test@gmail.com Mobile : 9280201000 Land Line Phone : 0123500000	Identifier Type : Identifier Value : 2.2.2.2.2.2.2.2 Name As On Identifier : Contractor 101	<input style="background-color: red; color: white; border: none; padding: 5px; width: 20px; height: 20px; vertical-align: middle;" type="button" value="X"/>

1 Contractor details

Figure 4-8

➤ Click or to continue with contractor detail



4.5 Contract Work Details

The screenshot shows the 'Contract Work Details' form with the following fields and values:

- 32. Location of contract work*: Test Location of work, New Delhi
- 33. Select Contractor*: Select
- 34. Estimated date of commencement of Contract Work*: 01.04.2017
- 35. Estimated date of completion of Contract Work*: 31.12.2018
- 36. Activity as per National Industrial Classification*: G-43301
- 37. Details of selected NIC Code*: G - WHOLESALE AND RETAIL TRADE, REPAIR OF MOTOR VEHICLES AND MOTORCYCLES; 43 - Specialized construction activities; 433 - Building completion and finishing; 4330 - Building completion and finishing; 43301 - Installation of doors, windows, door and window frames, fitted kitchens, of wood or other materials.
- 38. Nature of work in which contract labour to be employed?*: Installation of doors, windows, door and window frames, fitted kitchens, of wood or other materials.

The 'Add' button is highlighted with a red box, and a green circle with the number '2' is placed next to it. Below the form is a table for 'Contract Work details Added by You:' which is currently empty, showing 'No record(s) found.' At the bottom right, there are buttons for 'Save Draft', 'Prev', 'Next', and 'Cancel'.

Figure 4-9

Enter following details:

- Location of contract work*- enter work location
- Select Contractor*: select contractor name from dropdown list (see, [how to add contractor detail?](#))
- Activity (nature of contract work) carried out by selected Contractor :enter activity or nature of the work carried out
- Estimated date of commencement of Contract Work*: enter estimated date of commencement
- Estimated date of completion of Contract Work*: enter estimated completion date
- Nature of work in which contract labour to be employed?*



Search

- Activity as per National Industrial Classification*: Enter NIC code and click to fetch NIC code details,
- Details of selected NIC Code* will be displayed as shown below:

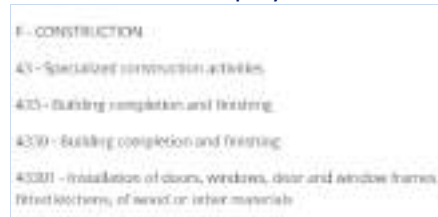


Figure 4-10

- enter contract work details like:
 - Sr. No.
 - Title of Contract
 - Contractor
 - NIC Code
 - Contract Start Date
 - Contract End Date
 - Action
- Click **Add** to add contractor information. Contractors details Added by You will be displayed in the grid below (see the image below):



Principal Employer Details | Establishment Details | Work Place Details | Manager Details | Contractors Details | **Contract Work Details** | Attachments

E. Contract Work Details

32. Location of contract work*

33. Select Contractor*

Activity (nature of contract work) carried out by selected Contractor :

34. Estimated date of commencement of Contract Work*

35. Estimated date of completion of Contract Work*

36. Activity as per National Industrial Classification*

37. Details of selected NIC Code*

38. Nature of work in which contract labour to be employed*

Contractor details 2

Contract Work details Added by You:

Sr. No.	Title of Contract	Contractor	NIC Code	Contract Start Date	Contract End Date	Action
1	Test Location, New Delhi	Contractor 101	F-41003	27-04-2017	26-11-2018	

Save Draft | Prev | Next | Cancel

Figure 4-11

4.6 Attachments

Principal Employer Details | Establishment Details | Work Place Details | Manager Details | Contractors Details | Contract Work Details | **Attachments**

F. Attachments

39. Attachments Added by You:





Sr. No.	Name of Document	Type of Document	File	Actions
		Select Document Type	<input type="text" value="Choose file"/> No file chosen Allowed Types: PDF	
1	Test Attachment	Authority issued by HOD for declaration of Principal Employer	6df24a3b681137.pdf	





Prev | **Submit** | Cancel


Figure 4-12

Attach required documents to complete the registration process:



- Click  to select and upload required documents and click  icon.
Note: Allowed Type is PDF.
- Uploaded documents will be displayed below with following column headings:
 - Sr. No.
 - Name of Document
 - Type of Document File
 - Actions- You can view or delete uploaded document by selecting  or  icons respectively

While filling Registration form you can navigate to other tabs selecting  and  buttons. You save the Form as Draft by selecting . You can resume Form filling by selecting  (edit) icon on [dashboard](#).

Click  to cancel the registration at any given point of time. Once cancelled, you cannot edit the same unless you have saved the draft!

- Click  to submit the Registration!

Note:

An Email and a SMS will be forwarded to your registered email id and registered mobile no. as:

"Your application No. 2018-01 has been submitted successfully to Registering Authority. Keep checking Application status at Shram Suvidha Portal using your User Id."



5 Digital Sign/ e-Sign

In case if there is any query from department, you will receive an email and a SMS stating:

"Clarification is needed by registering authority on your application No. 2018-01. Kindly login and update your feedback as soon as possible"

You can find the submitted application on dashboard for e-sign or digital signature.

Registration for CLC [Displaying 1 to 4 of 4] [Apply for New Registration](#)

Establishment Name + Page 1 of 1 Limit: 10

Sr. No.	Principal Employer & Establishment Name	Payment Status	Ack. No / Date	Last Updated Date	Act(s)	Status	Actions
1	Pradeep Kumar M/s Test Limited	Not Pay	*	26-04-2018	CLRA	Unsigned Draft	
2	Rk infotech syz	Not Pay	*	26-04-2018	CLRA	Draft	
3	Pradeep Kumar HP India 2018 Limited	Pay	26-04-2018	26-04-2018	CLRA	Approve - CLRA/ALCNEWDELHI/2018/R-2	
4	Pradeep Singh M/s silver Touch Demo	Pay (60 INR, Transaction ID: 2000180001232)	ACKISMW2018-2 20-04-2018	25-04-2018	ISMW	Approve - ISMW/ALCJARNAL/2018/A-1	

Figure 5-1

Click to e-sign or digitally sign the application that you have submitted. This action will open the application in PDF format as shown below:



FORM XIII

[Under rule 17(1) of the Contract Labour (Regulation and Abolition) Central Rules, 1971]

APPLICATION FOR REGISTRATION OF ESTABLISHMENT EMPLOYING CONTRACT LABOUR

Acknowledgement Number -

Date of Application -

Details of the Establishment

1. Name and location of the establishment: M/s Test Limited, Room No 101, Test, Test, Delhi, South West Delhi, 110066
2. Postal Address of the establishment: Room No. 501, Shram Shakti Bhawan, Ministry of Labour, New Delhi, Delhi - 110001
3. Permanent Account Number (PAN)/ Goods and Services Tax Identification Number (GSTIN)/ Labour Identification Number (LIN): **BDJO1222H**
4. Full name and address of the Principal Employer: Pradeep Kumar, Manager, Room No. 501, Shram Shakti Bhawan, Ministry of Labour, New Delhi, Delhi - 110001
Nagar, Sector 10, Gurugram, Haryana - 122001
5. Nature of work carried on in the establishment: Installation of doors, windows, door and window frames, fitted kitchens, of wood or other materials
6. Maximum Number of contract labour to be employed in the establishment on any day: **20**

Details of Contractors

Serial Number	Name and Address	PAN/GSTIN/LIN Number	Mobile Number	e-mail ID	Nature of work	Maximum Number of contract labour to be employed in the establishment on any day	Estimated date of commencement of work	Estimated date of completion of work
1	Contractor 101 Address - Test 198/30, Sector -5, Arhar, Rajasthan - 305001	2-2222-2222-1	9266201000	contractor.test@gmail.com	Test Location, New Delhi, Assembly and erection of prefabricated constructions on the site.	5	27-04-2017	25-11-2018

8. Amount of Registration Fee: INR 60 (Transaction Id :)

Signature of the Principal Employer
(e-Sign/DSC)

Notice: This is an online application form only apply on shram.suvidha.gov.in

[Go To Listing](#) [Digital Signature](#) [E-Sign](#)



Figure 5-2



Your Registration form will display the information you have entered including principal employer and contractor details.

- Click **Go To Listing** to get back to [listing screen](#)
- Click **Digital Signature** to sign the registration form digitally
- Click **E-Sign** to e-sign the registration form
- E-sign form opens. Enter your Aadhar Number;

Figure 5-3

- Click **Submit** button to submit Aadhar number. System sends an OTP to your Aadhar linked mobile.
- Enter OTP

Figure 5-4

- System displays message on submitting the OTP successfully!

Figure 5-5












5.1 Payment

Record has been updated successfully.

Registration for CLC [Displaying 1 to 3 of 3] [Apply for New Registration](#)

Establishment Name: Page: 1 of 1 Limit: 10

Sr. No.	Principal Employer & Employer Name / Establishment Name	Payment Status	Ack. No / Desc	Last Updated Date	ACKID	STATUS	Actions
1	Pradeep Kumar M/s Test Limited	Not Pay	-	25-08-2018	CLRA	Submitted - Payment Pending	  
2	Pradeep Kumar ePI India 2018 Limited	Pay	26-04-2018	25-08-2018	CLRA	Approve - CLRA/ALCNEWDELHI3/2018/R-2	  
3	Pradeep Singh M/s silver Touch Demo	Pay (w/ NR, Transition ID: 2004180001232)	ACK:ISMW2018-2 20-04-2018	25-08-2018	ISMW	Approve - ISMW/ALC/ARNAL/2018/R-1	  




Figure 5-6

After e-Sign, you make applicable payment. Click  (payment) to make payment.

System takes you to online payment screen:



Non-Tax Receipt Portal
Government of India

Controller General of Accounts
Dept. of Expenditure, Ministry of Finance

श्रम सुविधा Beta 1.0
SHRAM SUVIDHA

1 Confirm Info
2 Pay

Payment Mode Online

Depositor Details

Name :	Pradeep Kumar		
Address 1 :	Room No. 301	Address 2 :	Shram Shakti Bhawan
City :	New Delhi	DISTRICT :	
State :	DELHI	Country :	INDIA
Pincode/ZipCode :	110001	Email :	
Mobile No (91) :	1234567895		
Aadhar Number		Pan Number	
Tan Number		Tin Number	

Purpose Details

Sr. No.	Ministry	PAO Name	DOO Name	Purpose & Payment Type	Payment Period/ Frequency	Amount (In INR)
1	LABOUR AND EMPLOYMENT	PAO(Chief Labour Commissioner),New Delhi(030059)	CHIEF LABOUR COMMISSIONER (SECTION OFFICER), SHRAM SHAKTI BHAWAN, RAJI MARG, NEW DELHI-1(230051)	Registration fees, For Contract Labour	One Time	60.00
						Total : 60.00

Cancel
Confirm

Figure 5-7

Registration information for Contract Labour will be displayed based on total number of labour, you employ on any day at the establishment.


- Click Confirm to confirm the detail. You will be directed online payment. Complete the payment




5.2 Print Acknowledgement

- You can view the Acknowledgement by select  (acknowledgement) icon. Acknowledgement will be displayed

Home > Registration List > Acknowledgement print



समस्त सरकार / Government Of India
श्रम एवं रोजगार मंत्रालय / Ministry of Labour & Employment
पत्रकी पर्ची / Acknowledgement Slip



पत्रकी संख्या: / Acknowledgment No: ACKSMW2018-2

अवेदन तिथि: / Application Submission Date: 25-Apr-2018

जान और पते: / Establishment Name and Address	Registration Type	Interstate Migrant Workmen Act
M/s silver Touch Domo Somdutt Chamber II, Bkaji Cama Place, South West Delhi, Delhi, 110066	Registration Fee	60 INR
	Digital Signature PDF	
	E-sign PDF	Download Unsigned PDF Download Signed PDF
	NIC Code	I-62030
	Payment Status	Completed
	Payment Date	20-Apr-2018
	Transaction ID	2004180001232

दि: प्रिंटिंग समय: / Print Date & Time 27-Apr-2018 16:15 PM

Print
Back

Figure 5-8

- You can download un-signed PDF by Download Unsigned PDF or signed PDF by selecting Download Signed PDF buttons



FORM XIII

(Under rule 17(1) of the Contract Labour (Regulation and Abolition) Central Rules, 1971)

APPLICATION FOR REGISTRATION OF ESTABLISHMENT EMPLOYING CONTRACT LABOUR

Acknowledgement Number: -

Date of Application: -

Details of the Establishment

1. Name and location of the establishment: **Mix Test Limited, Room No 101, Test, Test, Delhi, South West Delhi, 110064**
2. Postal Address of the establishment: **Room No. 101, Shram Bhakti Bhawan, Ministry of Labour, New Delhi, Delhi - 110001**
3. Permanent Account Number (PAN) Goods and Services Tax Identification Number (GSTIN) Labour Identification Number (LIN): **80J0632228**
4. Full name and address of the Principal Employer: **Pradeep Kumar, Manager, Room No. 101, Shram Bhakti Bhawan, Ministry of Labour, New Delhi, Delhi - 110001**
5. Full name and address of the Manager or person responsible for supervision and control of the establishment: **Test Manager, House No. 10, Test Nagar, Sector 10, Gurgaon, Haryana - 122001**
6. Nature of work carried on in the establishment: **Installation of doors, windows, door and window frames, steel structures, of wood or other materials**
7. Maximum number of contract labour to be employed in the establishment in any day: **10**

Details of Contractors

Serial Number	Name and Address	Establishment Number	Mobile Number	E-mail ID	Nature of work	Maximum number of contract labour to be employed in the establishment in any day	Approved date of registration of work	Duration of registration of work
1	Contractors 101 Sector - 10 Gurgaon Haryana	1234567890	9990000000	contractors@test.com	Test Installation of doors, windows, door and window frames, steel structures, of wood or other materials	10	17-04-2017	24/11/2019

2. Amount of Registration Fee - **INR 50 (Transaction ID :)**

Signature of the Principal Employer
(e-Sign/ESC)

NOTE: This is an online application form only usable on Shram Suvidha Portal

Signature Not Verified

Digitally signed by Pradeep
Date: 2018.04.28 21:05:18 IST



Figure 5-9

➤ Print Acknowledgement by selecting  button




5.3 Download Certificate

After Approval from the authorities, you can download CLRA Registration Certificate:

Sr. No.	Principal Employer & Employer Name / Establishment Name	Payment Status	Ack. No / Date	Last Updated Date	Act(s)	Status	Actions
1	Not Saved	Not Pay	-	27-04-2018	CLRA	Draft	
2	Not Saved	Not Pay	-	27-04-2018	CLRA	Draft	
3	Pradeep Kumar M/A Test Limited	Not Pay	-	26-04-2018	CLRA	Submitted - Payment Pending	
4	Pradeep Kumar HPI India 2018 Limited	Pay	26-04-2018	26-04-2018	CLRA	Approve - CLRA/ALCNEWDELHI/2018/R-2	

Figure 5-10

- Select  (download Registration Certificate) on dashboard
- File download dialog box opens;

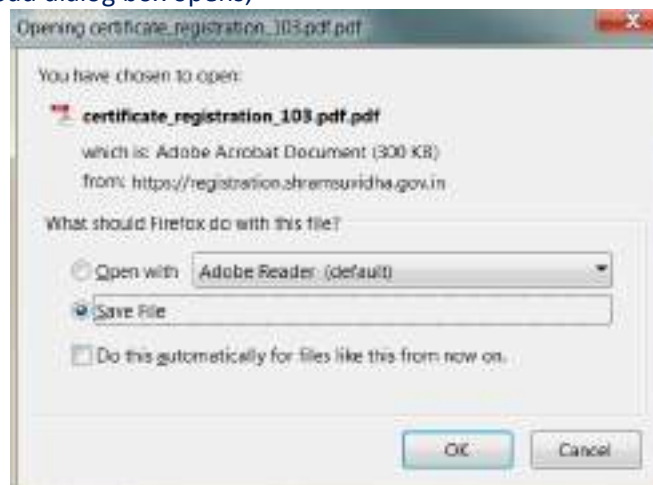


Figure 5-11

- You can save the certificate to specific location. Saved Registration Certificate looks like:



Form I

(Under Rule 18(1) of the Contract Labour (Regulation and Abolition) Central Rules, 1971)
CERTIFICATE OF REGISTRATION FOR PRINCIPAL EMPLOYER

Registration Number- **CLRA/ALCNEWDELHI3/2018/4-2**

Date: **26-Apr-2018**

Government of India
Office of the Registering Officer

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 (37 of 1970) **HPI India 2018 Limited, 311, Seawall Chamber II, Brijl Ceme Place, Delhi, South West Delhi, 110066**, through **Pradeep Kumar, (Manager)**

1. Nature of Work Carried on in the Establishment of Principal Employer: **Wholesale and retail sale of new vehicles passenger motor vehicles**
2. Details of Contractor(s)

Sr. No	Names of Contractors	PAN/GSTIN/LIN Number	Mobile No. of Contractor	Email id of Contractor	Nature of Work of the Contractor in which workman is employed or is to be employed
1	Contractor 101	9-0900-9000-0	9889888888	contractor101@gmail.com	Software Development

3. Maximum number of workmen to be employed through each contractor under the Contract Labour (Regulation and Abolition) Act, 1970 (37 of 1970) on any day: **21**

4. Amount of Registration Fee: **INR 150 (Transaction id :)**

Remarks of Registering Officer: -

Signature of Registering Officer

(Office name and Office Address of Registering officer)

Validity unknown

Digitally signed by **Pradeep Kumar**
Bharti
Date: 2018.04.26 12:23:43 IST

Figure 5-12

Note: Information mentioned in above Certificate is for sample purpose. It does not contain any true information of any establishment.