



இணையவழி தகவல்
தொழிலாளர் துறை

ONLINE PORTAL
LABOUR DEPARTMENT



Procedure regarding application for Registration / Licence/ Renewal / Amendment / Closure / Transfer under various Labour Acts through the Labour Department webportal.

LOGIN

Step1: Go to

<https://labour.tn.gov.in/>

Step2: Click the Login

button

Step3: Register your details such as Name, address, Phone No and your email Id as your login Id and create a password.

Step 4: login with your login Id and password.

Step 5 : Select the relevant Act from the Dash Board on the screen.

Step 6 : Select appropriate service (Registration / Renewal/Amendment/Transfer/ Closure)



Step 7 : Fill in the following details in the appropriate boxes displayed on the screen.

1. Details of the Establishment
2. Address of the Establishment
3. Details of the Employer / Proprietor
4. Residential details of the Employer / Proprietor
5. Maximum Number of employees proposed to be employed on any day during the calendar year
6. No of employees working at present



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Step 8 : Upload the following documents not exceeding the file size prescribed.

DOCUMENTS TO BE UPLOADED

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.)*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Residential address of the employer of the establishment*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Location of the establishment (photo of the name board with address.In the name board importance to be given to Tamil)*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Labour Welfare fund Contribute Receipt/ Self Certificate*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Step 9: click on the box to accept the self declaration and click submit button.

SELF-DECLARATION

I hereby declare that the above mentioned information is correct upto my knowledge and I will solely be responsible for any discrepancy found in them

Submit

Reset

Step 10: After clicking the submit button you can view your application.

Step 11: Click “Pay Online” button, it will take you to the payment page.



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Step 12: Proceed to complete the prescribed fee payment.

Application No.	Application Date	Status
330534-884	06-12-2019 12:48 PM	Pending

[View Application](#) [Pay Online](#) [Pay Offline](#)

Step 13: Authority will scrutinize your application and will approve if it adheres to the prescribed norms.

Step 14 : In the screen we can see status as “approved”

Application No.	Application Date	Status
330427-883	06-12-2019 10:06 AM	Approved

[View Application](#) [Pay Online](#) [Download Certificate](#) [Pay Offline](#)

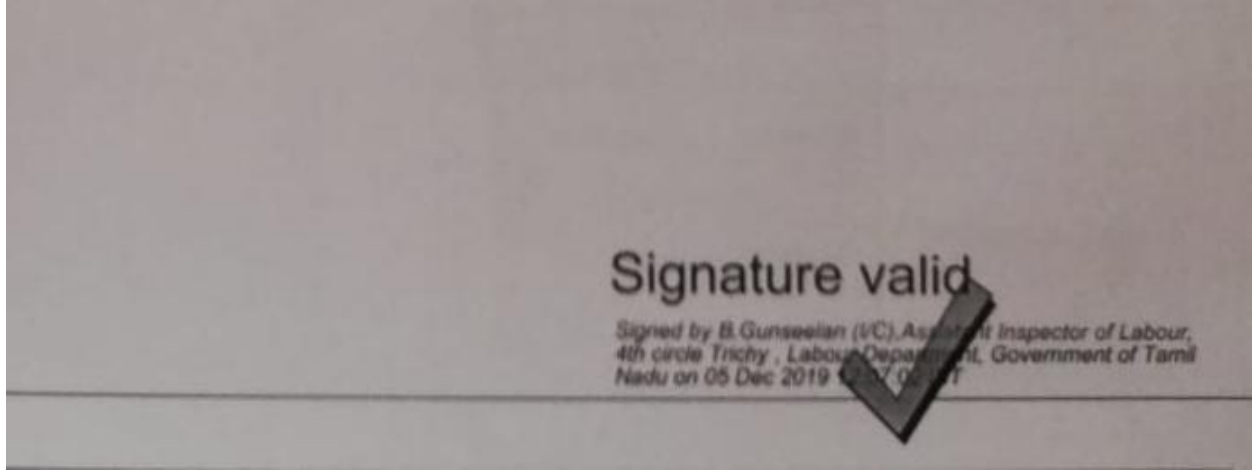
Step 15: If the status reads “returned” rectify the defect(s) and resubmit your application .

Step 16: Click the “ Download Certificate” button and it will open in a separate screen (Tab). The certificate will have the Name, Designation and digital signature (Tick Mark) of the approving authority.



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Documents Need to be uploaded under various Labour acts

1. Documents Need to be uploaded for Contract Labour - Registration

DOCUMENTS TO BE UPLOAD

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.) *

(Maximum file size should not exceed 2 MB. File should be pdf,jpeg,bmp format)

Upload File

Residential address of the employer of the establishment *

(Maximum file size should not exceed 2 MB. File should be pdf,jpeg,bmp format)

Upload File

Location of the establishment (photo of the name board with address. In the name board importance is given to Tamil) *

(Maximum file size should not exceed 2 MB. File should be pdf,jpeg,bmp format)

Upload File

List of Contractors and their agreement copy *

(Maximum file size should not exceed 2 MB. File should be pdf,jpeg,bmp format)

Upload File

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill *

(Maximum file size should not exceed 2 MB. File should be pdf,jpeg,bmp format)

Upload file



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2. Documents Need to be uploaded for Contract Labour - Licence

DOCUMENTS ENCLOSED

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.)*

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload File

Residential address of the employer of the establishment*

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload File

Location of the establishment (photo of the name board with address. In the name board importance is given to Tamil)*

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload File

Certificate in Form-V from the Principal Employer *

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload File

Registration Certificate*

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload File

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill *

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload file

Labour Welfare fund Contribute Receipt/ Self Certificate*

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Upload file



3. Documents Need to be uploaded for Interstate Migrant Workman - Registration

Labour Department :: Governme x Labour Department :: Governme x +

mslabs.biz/labour_test1/migrant-workmens/registration

DOCUMENTS TO BE UPLOADED

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.) * [Upload file](#)

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Residential address of the employer of the establishment * [Upload file](#)

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Location of the establishment (photo of the name board with address. In the name board importance is given to Tamil) * [Upload file](#)

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

List of Contractors and their agreement copy * [Upload file](#)

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill * [File Upload](#)

(Maximum file size should not exceed 2 MB. File should be pdf, jpeg, bmp format)

SELF DECLARATION

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

[Submit](#) [Reset](#)

3:19 PM 12/25/2019



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4.Documents Need to be uploaded for Interstate Migrant Workman – Licence

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.)*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload file

Residential address of the employer of the establishment*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload file

Location of the establishment (photo of the name board with address. In the name board importance is given to Tamil)*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload file

Certificate by the Principal Employer in Form VI*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload file

List of Contractors and their agreement copy*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload file

Labour Welfare fund Contribute Receipt/ Self Certificate*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload File

Registration Certificate*

(Maximum file size should not exceed 2 MB.File should be pdf,jpeg,bmp format)

Upload File

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill*

File Upload



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5. Motor Transport Registration

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.) *

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Proof of Residential address of the employer of the establishment*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Location of the establishment (photo of the name board with address. In the name board importance is given to Tamil) *

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Registration certificate of vehicles *

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file

Labour Welfare fund Contribute Receipt/ Self Certificate *

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file



6. Beedi and Cigar – Licence

DOCUMENTS TO BE UPLOAD

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.)*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

File Upload

Residential address of the employer of the establishment*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

File Upload

Location of the establishment (photo of the name board with address. In the name board importance is given to Tamil)*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

File Upload

Movable and immovable properties, bank reference, income-tax assessment etc.*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

File Upload

Proof copy of GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

File Upload

Labour Welfare fund Contribute Receipt/ Self Certificate*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

Upload File

7. Plantation –Registration

Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.)*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

Upload file

Residential address of the employer of the establishment *

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

Upload file

Patta of the land/A-Register (Estate) given by the Revenue Department *

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

Upload file

Movable and immovable properties, bank reference, income-tax assessment etc.*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

Upload file

Labour Welfare fund Contribute Receipt/ Self Certificate*

(Maximum file size should not exceed 1 MB. File should be pdf,jpeg,bmp format)

Upload File



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8. Catering Establishment Act.

DOCUMENTS TO BE UPLOADED


Duly self-attested identity Proof (Pan Card/Aadhaar Card/Voter I.D./Driving Licence etc.)*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file 


Residential address of the employer of the establishment*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file 


Location of the establishment (photo of the name board with address.In the name board importance to be given to Tamil)*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file 

Proof copy GST Certificate/ Rental agreement/No objection Certificate from rental building owner/Building ownership document/EB Card/EB bill*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file 

Labour Welfare fund Contribute Receipt/ Self Certificate*

(Maximum file size should not exceed 1 MB.File should be pdf,jpeg,bmp format)

Upload file 