



# Labour Department, Chhattisgarh

## User Guide for Online Registration and Availing Department Services

CHHATTISGARH GOVERNMENT, LABOUR DEPARTMENT |  
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## 1 About the Department

The Labour Department of Chhattisgarh aims to provide world class environment to the investors in Chhattisgarh. The department offers following services online for the ease of investors thereby improving ease of doing business in the state:

1. Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948
2. Registration and grant of license under The Factories Act, 1948
3. License for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970
4. Registration of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970
5. Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996
6. Renewal of license under The Factories Act, 1948
7. Renewal of license for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970

The above services are available online on the departmental website <http://cglabour.nic.in/>. The other services apart from listed above will be provided as it is by the department.

The user guide contains below information regarding each service:

1. General guidelines for Users: Who needs to fill optional/compulsory
2. Complete list of documents required
3. Stepwise process and timeline for online registration of Users
4. Download of the certificates
5. Sample application forms in annexure
6. Third Party verification

### 1.1 Registration Single Window

For availing the facility of online services of various department of Chhattisgarh, users will have to register online. An e-dashboard will be generated for the user from which the services of Labour Department can be availed.

**Registration is a two steps process:**

**Step 1 User Registration:** User registers himself once with Single window (SW) and creates an account.

**Step 2 Unit Registration:** User can register their units after logging into the Single Window.

*User Manual for registration, grant and renewal of license under The Factories Act*

Each unit after registration will have a unique ID called “UdyamAkanksha Number” (UAN). All the incentives applicable to the specific unit and online application for various approvals can be availed through this UAN.

## 1.2 Steps to reach the Labour Department e-dashboard

1. Registration & Generation of Login Credentials for Single Window & Generate UdyamAkanksha Number
  - i. Go to <http://cglabour.nic.in/>
  - ii. Login using single window login credentials

The screenshot displays the homepage of the Central Government Labour Department's e-dashboard. The header features the text "छत्तीसगढ़ शासन श्रम विभाग" (Chhattisgarh State Labour Department) and "e-श्रमिक सेवा" (e-Labourer Service). A navigation bar includes links for "इज ऑफ़ डूइंग बिज़नेस" (Ease of Doing Business), "श्रमायुक्त" (Labourer), "भवन एवं अन्य संनिर्माण" (Housing and other construction), "असंगठित कर्मकार मंडल" (Unorganized workers union), "श्रम कल्याण मंडल" (Labour welfare union), "राज्य कर्मचारी बीमा सेवाएँ" (State government employees insurance services), and "औद्योगिक न्यायालय" (Industrial court).

The main content area is titled "Single Window Login" with the tagline "Ease of doing Business". It contains a login form with the following fields:

- User Id - pratik512
- Password - .....

A "Sign in" button is located below the password field. There are also links for "Forgot User Id or Password" and "New User Registration".

The background of the page shows a news article with a photograph of a group of men, including a man in a white shirt and orange sash, possibly a government official, interacting with a group of people.

- iii. After successful login, the system will ask for UdyamAakanksha Number (Unit Number) as follows, enter UAN of the establishment for which you are applying online services, click on Submit.

**Welcome To Labour Department**  
Thank you to using single window login

User\_Id: pratik512

UdyamAakanksha/Unit number:

- iv. After submitting UAN, the dashboard of Labour department opens up, showing services available through SW

### 1.3 Registration and grant of license under The Factories Act, 1948

#### 1.3.1 General Information

<b>Who needs to apply?</b>	Owner of Factory, occupier
<b>When to apply</b>	If your application for “Approval of Plan and permission to construct building as factory” has been successfully accepted and before starting construction of factory or in case of expansion of factory
<b>Where to apply</b>	Department website, <a href="http://cglabour.nic.in/">http://cglabour.nic.in/</a>
<b>Total time for closing of application from the day of application</b>	90 days from the day of successful application submission.
<b>Validity of the certificate issued</b>	Upto 10 years
<b>Reference</b>	Factory’s Act 1948 <a href="http://cglabour.nic.in/ShramAyukt/KarkhanaAdhiniyam.aspx">http://cglabour.nic.in/ShramAyukt/KarkhanaAdhiniyam.aspx</a>
<b>Download approval certificates</b>	Go to <a href="http://cglabour.nic.in/">http://cglabour.nic.in/</a> Login to Single Window, enter UAN, select a service , click download

#### 1.3.2 Documents required to complete the application

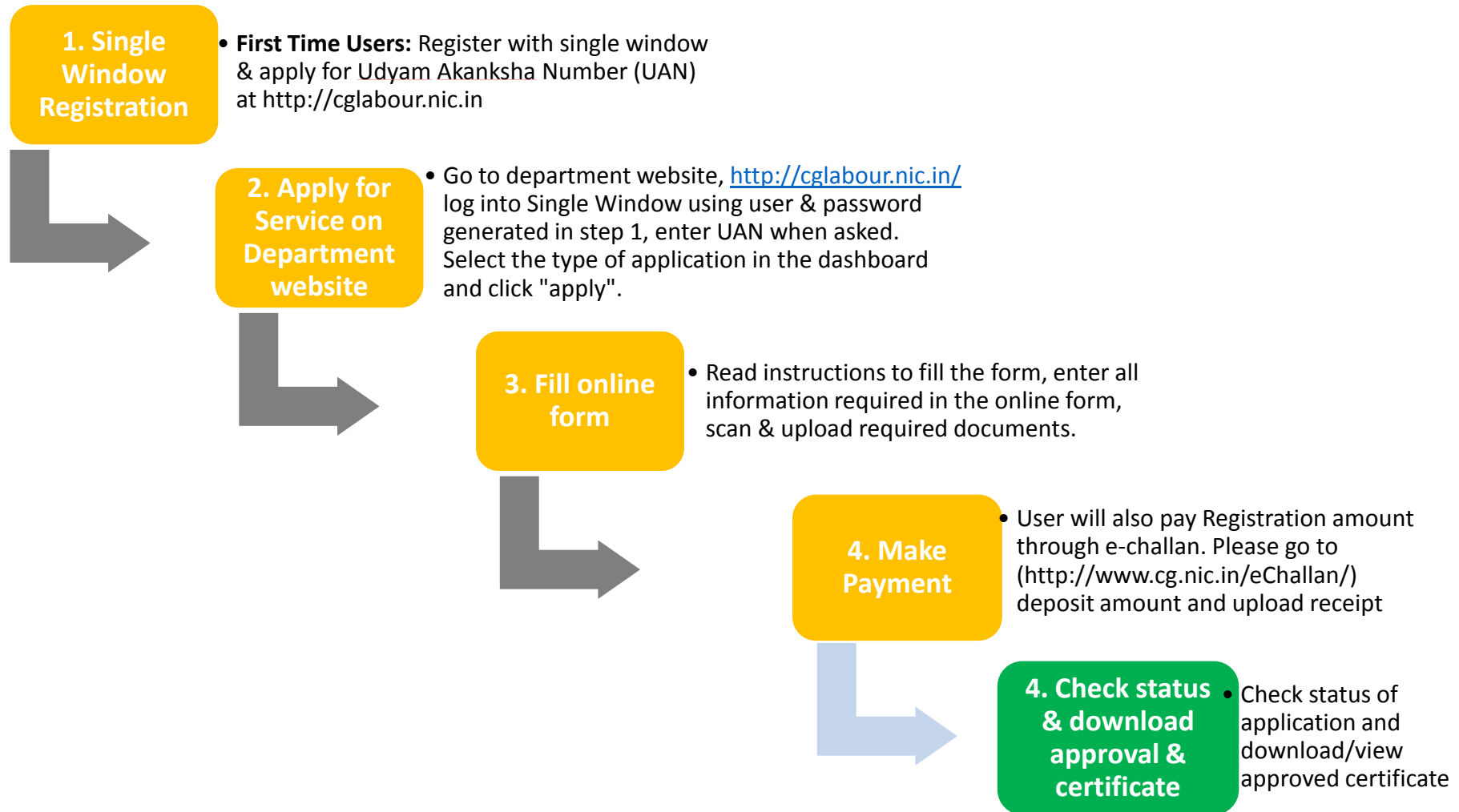
- I. Approval Order Number (Autofill )
- II. Challan Number (Fee Payment)
- III. Stability Form

#### 1.3.3 Stepwise process and timeline for online registration of Users

##### Timeline

Status of application	Timeline
Issue of certificate	Within 30 days of successful submission of application

## Stepwise Process



- i. Open the [e-Dashboard](#) of Labour department
- ii. Click on “Apply” under Factory License Application

**छत्तीसगढ़ शासन श्रम विभाग**  
e-श्रमिक सेवा

Welcome: Pratik Chandrakar  
UAN: 11103126660251  
[Change UAN](#)

Home Logout


**Services(Ease of Doing Business)**

<b>Factory Plan Approval(Form1-A)</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Approved <a href="#">Download</a> <small>PP5</small>	<b>Factory Licence Application(Form-4)</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download	<b>Renewal of Factory Licence</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download
<b>Registration of principal employer's establishment</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Not Applied Download	<b>Licence for contractors</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Approved Download	<b>Renewal of licence for contractors</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download
<b>Registration of contractors</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download	<b>Self Certificate/Inspection</b> <a href="#">User Manual</a> <a href="#">Apply</a> Check Status Download <a href="#">Self Certificate/Inspection Rule</a>	

*User Manual for registration, grant and renewal of license under The Factories Act*



iii. Fill The Form 4 factory Registration. Fill the form with accurate information and then click “save & proceed” at the bottom of the page

 छत्तीसगढ़ शासन श्रम विभाग

Welcome:-      Date:- 02/06/2016



License for the Year

Year

**1) FACTORY DETAILS**

a) Full Name of Factory\* :

**2) FACTORY ADDRESS**

(a) Full Postal Address and Situation of Factory.\* :

Plot No :  District :  Pin Code :

Same As Full Postal Address )

(b) Full Postal Address to which communication relating to factory should be sent.\* :

Pin Code :

**3) NATURE OF MANUFACTURING PROCESS**

**4) Name, quantities and values of finished products manufactured during the last 12months (in the case of factories already in existence) \***

	Manufactured Process Name	Quantity	Value
1)	<input type="text"/>	<input type="text"/> <input type="text" value="---Select---"/>	<input type="text"/>
2)	<input type="text"/>	<input type="text"/> <input type="text" value="---Select---"/>	<input type="text"/>
3)	<input type="text"/>	<input type="text"/> <input type="text" value="---Select---"/>	<input type="text"/>

### 5) Workers Strength

a) Maximum number of workers proposed to be employed on any day during the year. *	b) Maximum number of workers employed on any one day during the last twelve months (in the case of factories already in existence)	c) Number of workers to be ordinarily employed in the factory
<input type="text" value="20"/>	<input type="text"/>	<input type="text"/>

### 6) Nature and total amount of Power

i) Installed* <input type="text"/> <input type="text" value="---Select---"/>	ii) Proposed to be installed in the year* <input type="text"/> <input type="text" value="---Select---"/>
--	--

### (7) Manager of the factory for the purposes of the Act.\*

Full Name :	<input type="text"/>	Residential Address :	<input type="text"/>
House No :	<input type="text"/>	Pin Code :	<input type="text"/>
Mobile No. :	<input type="text"/>	Email ID :	<input type="text"/>

### 8) Full Name and Residential Address of the Occupier, i.e. Address of the Occupier, i.e.

#### OCCUPIER DETAILS \*

Occupiers Name :	<input type="text" value="Pratik Chandrakar"/>	Residential Address :	<input type="text" value="ddddddd"/>
House No :	<input type="text" value="ddddddd"/>	Pin Code :	<input type="text" value="462001"/>
Mobile Number :	<input type="text" value="9893283091"/>	Email ID :	<input type="text" value="pratik.chandrakar@nic.in"/>
Is Minor :	<input type="radio"/> Yes <input checked="" type="radio"/> No		

#### A) PARTNER / PROPRIETOR OF THE FACTORY IN CASE OF A PRIVATE FIRM OR PROPRIETARY CONCERN.

&nb

Full Name :	<input type="text"/>	Residential Address :	<input type="text" value="Raipur (H Corp. + OG) - 802034"/>
House No :	<input type="text"/>	Pin Code :	<input type="text"/>
Mobile Number :	<input type="text"/>	Email ID :	<input type="text"/>
Is Minor :	<input type="radio"/> Yes <input checked="" type="radio"/> No		
<input type="button" value="AddMore"/>			

**B) DIRECTORS, IN CASE OF A COMPANY OR FIRM. IN CASE OF A COMPANY OR FIRM.**

Full Name : Raipur - 410 Is Minor :  Yes  No  
 AddMore

**C) THE PERSON'S APPOINTED TO MANAGE THE AFFAIRS OF THE FACTORY BY THE CENTRAL GOVERNMENT OR THE LOCAL AUTHORITY IN CASE OF A FACTORY OWNED BY GOVERNMENT OR THE LOCAL AUTHORITY IN CASE OF A FACTORY OWNED BY GOVT. OR LOCAL AUTHORITY. OF A FACTORY OWNED BY GOVT. OR LOCAL AUTHORITY.**

Full Name : Pratik Chandrakar Mobile No. : 9893283891  
 EmailID : pratik.chandrakar@nic.in Is Minor :  Yes  No  
 AddMore

**9) Full Name of the owner of the premises or building (including the precinals there of) referred to in Sec. 83.inals there of) referred to in Sec. 83.inals there of) referred to in Sec. 83.**

Full Name : Address :  
 Mobile No. : EmailID :

**10), (11), (12)**

10) Reference number (a) and date of Approval/allotment of whether for old or new building & of construction or extension of factory by the state govt.  
 11) Reference Number and Date of Approval of the arrangements if any, made for the disposal of trade waste and effluent and Name of Authority granting such approval  
 (12) a) Reference Numbers's and date of approval of place & rule 3 of C.G. factories rules 1962 by chief inspector of factories C.G.  
 b) Description of the factory premises approved as above and which consist of

Reference Number	:	36
Date of Approval	:	

Reference Number	:	36
Date of Approval	:	
Name	:	

Reference Number	:	36
Date of Approval	:	

Description	:	
-------------	---	--

**10), (11), (12)**

10)

Reference number (a) and date of Approval/allotment of whether for old or new building & of construction or extension of factory by the state govt.

Reference Number	:	<input type="text" value="36"/>
Date of Approval	:	<input type="text"/>

11)

Reference Number and Date of Approval of the arrangements if any, made for the disposal of trade waste and effluent and Name of Authority granting such approval

Reference Number	:	<input type="text" value="36"/>
Date of Approval	:	<input type="text"/>
Name	:	<input type="text"/>

(12)

a) Reference Numbers's and date of approval of place & rule 3 of C.G. factories rules 1962 by chief inspector of factories C.G. b) Description of the factory premises approved as above and which consist of

Reference Number	:	<input type="text" value="36"/>
Date of Approval	:	<input type="text"/>

Description	:	<input type="text"/>
-------------	---	----------------------

**13)**

a) Amount of fee paid \* :   
**E-Challan** 2)Challan Number \* :  [Help for e-challan](#)

**Correspondent Address**

Full Name :   
Mobile No. :  EmailID :   
Address :

**Remark**

Remark :

**MANAGE**

**NOTES**

- 1) If power is not used at the time of filling this form, but is introduced later, the fact should be communicated to the Chief Inspector of factories immediately.
- 2) If any of the persons named against item is minor, the fact should be clearly stated.

### 1.3.4 Online payment through e-Challan

i) To pay applicable fees online by e-Challan, click on “e-Challan” link. Upon clicking, a page will appear as below:

cg.nic.in/eChallan/home.jsp

**e-Challan**  
[See Rule 64 A, 64 B of Treasury Code (Govt. of Chhattisgarh)]

User pratik512

- List of Departments
- List of Heads of Account
- ePayments
- Challan History
- Modify User Details
- Change Password
- SignOut

**Select Department**

- Agriculture
- Commerce and Industries
- Culture
- Excise
- Food and Civil Supplies
- Higher Education
- Jail
- Mineral Resources
- Public Health & Family Welfare
- Public Works
- School Education
- Stamps and Registration
- Women and Child Development
- Co-operation
- Commercial Tax
- Energy Department
- Finance
- Forest
- Home
- Labour
- Panchyat & Rural Development
- Public Health Engineering
- Revenue
- Sports & Youth Welfare
- Water Resources Department

Other Departments

Submit Reset

Select the department and click on “Submit” button below

ii) Provide details and select applicable heads of account. Select bank from the drop down list and click on "Submit" button.

cg.nic.in/eChallan/entryform.jsp

• [Home](#)

**REG NO./ID NO.** 452211

**DISTRICT** 10-Durg

**OFFICE ADDRESS** 1016001-DIVISIONAL EMPLOYMENT OFFICER DURG  
DIVISIONAL EMPLOYMENT OFFICER DURG

**NAME OF PAYER\*** Pratik chandrakar

**FLAT/BLOCK NO./HOUSE NO.** 55

**NAME OF PREMISES/BUILDING /VILLAGE** null

**ROAD/STREET/LANE** null

**CITY/DISTRICT:** null

**STATE/UT:** null

**PINCODE:** null

**ASSESMENT YEAR** 2016-2017

**HEAD OF ACCOUNT\*** 0230\_00\_103\_0000\_-

**DESCRIPTION** -

**PURPOSE** -

**PERIOD (FROM)** July 2016

**PERIOD (TO)** June 2017

**BANK GATEWAY \*** Select ----- Bank

**PHONE No./MOBILE:**

**E MAIL:**

Back Clear

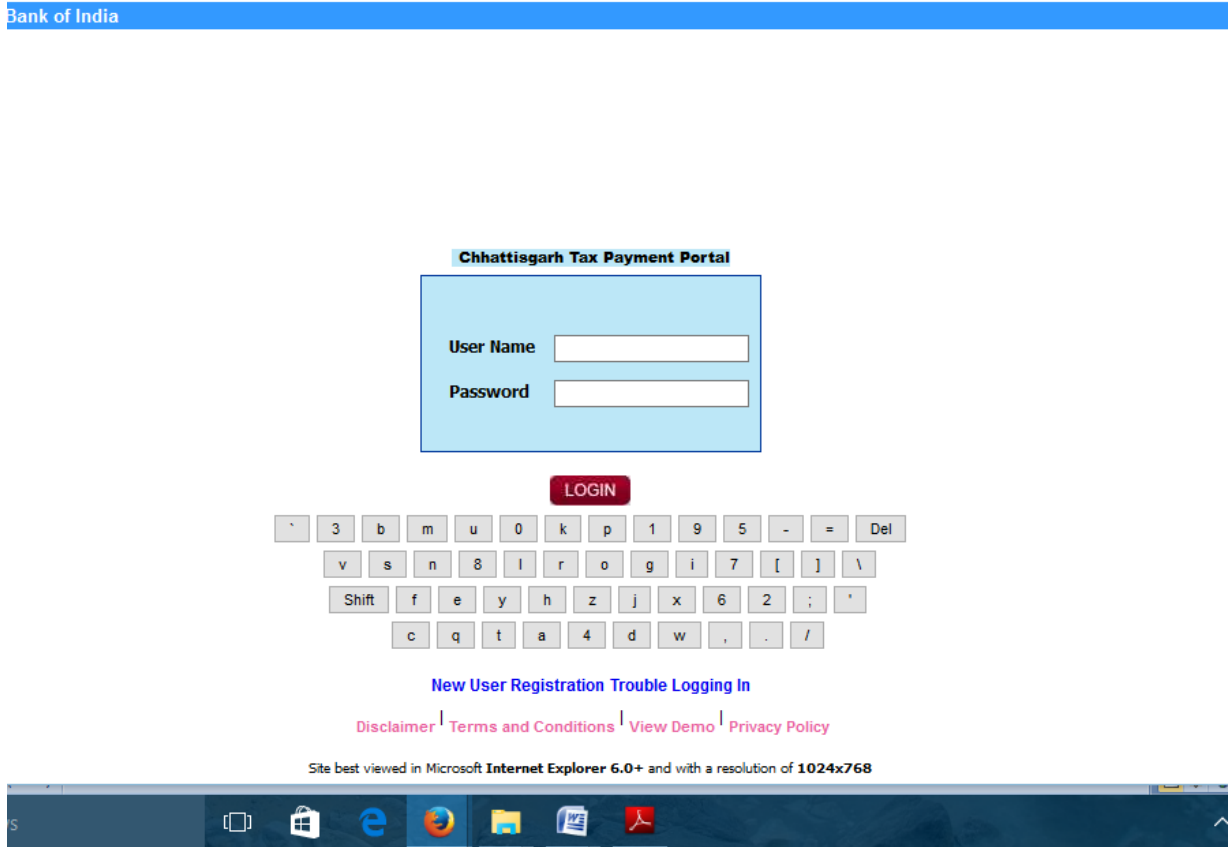
If you are facing any problem

Please mail us to eChallan.cg@nic.in for necessary ratification. Thanks for your corporation.

All news marked with \* are mandatory.

User Manual for registration, g

- iii) Upon confirming the details, the page will redirect to the bank's online banking page. Pay online using internet banking and after successful payment, you will get treasury reference number.



- iv) Enter the treasury reference number in the field provided and your application will be submitted to the department.

### 1.3.5 Download of the certificates

On submission of complete application, certificate can be downloaded from Single Window Login by clicking download in the dashboard under the service. A sample certificate is available in Annexure 1A.

**छत्तीसगढ़ शासन श्रम विभाग**  
e-श्रमिक सेवा

Welcome: Pratik Chandrakar  
UAN: 11103126660251  
[Change UAN](#)

[Home](#) [Logout](#)

**Services(Ease of Doing Business)**

<b>Factory Plan Approval(Form1-A)</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Approved <a href="#">Download</a>	<b>Factory Licence Application(Form-4)</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>	<b>Renewal of Factory Licence</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>
<b>Registration of principal employer's establishment</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Approved <a href="#">Download</a>	<b>Licence for contractors</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Approved <a href="#">Download</a>	<b>Renewal of licence for contractors</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>
<b>Registration of contractors</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>	<b>Self Certificate/Inspection</b> <a href="#">User Manual</a> <a href="#">Apply</a> <a href="#">Check Status</a> <a href="#">Download</a> <a href="#">Self Certificate/Inspection Rule</a>	

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## 1.4 Renewal of license under The Factories Act, 1948

### 1.4.1 General Information

<b>Who needs to apply?</b>	Owner of Factory, occupier, who want to renew the their Factory License
<b>When to apply</b>	Before the expiry of the Factory License Certificate
<b>Where to apply</b>	Department website, <a href="http://cglabour.nic.in/">http://cglabour.nic.in/</a>
<b>Total time for closing of application from the day of application</b>	90 days from the day of successful application submission.
<b>Validity of the certificate issued</b>	Upto 10 years
<b>Reference</b>	Factory's Act 1948 <a href="http://cglabour.nic.in/ShramAyukt/KarkhanaAdhiniyam.aspx">http://cglabour.nic.in/ShramAyukt/KarkhanaAdhiniyam.aspx</a>
<b>Download old certificates, applied earlier offline</b>	Go to <a href="http://cglabour.nic.in/">http://cglabour.nic.in/</a> Login to Single Window, enter UAN, select a service , click download

### 1.4.2 Documents required to complete the application

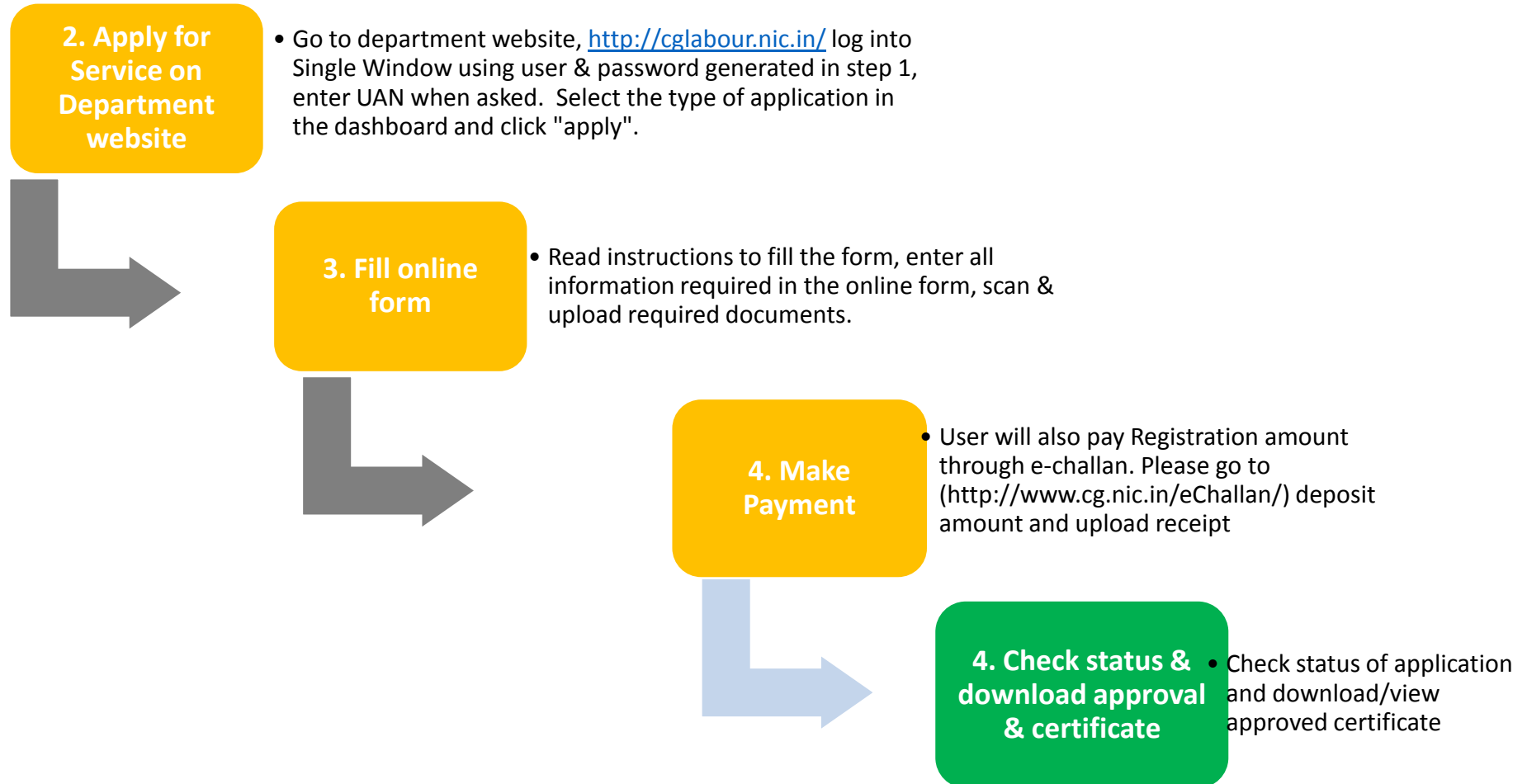
- i. eChallan number (Payment of Renewal fee for the mentioned period)

### 1.4.3 Stepwise process and timeline for online registration of Users

#### Timeline

Status of application	Timeline
Issue of certificate	Within 30 days of successful submission of application

## Stepwise Process



- i. Go to e-dashboard, Click "Apply" under Renewal of Factory License

Welcome: Pratik Chandrakar  
UAN: 11103126660251  
[Change UAN](#)

Home Logout

**Services(Ease of Doing Business)**

<b>Factory Plan Approval(Form1-A)</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Approved <a href="#">Download</a> <a href="#">PP5</a>	<b>Factory Licence Application(Form-4)</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download	<b>Renewal of Factory Licence</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download
<b>Registration of principal employer's establishment</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Not Applied Download	<b>Licence for contractors</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Approved Download	<b>Renewal of licence for contractors</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download
<b>Registration of contractors</b> <a href="#">User Manual</a> <a href="#">Apply</a> Application Status:Pending Download	<b>Self Certificate/Inspection</b> <a href="#">User Manual</a> <a href="#">Apply</a> Check Status Download <a href="#">Self Certificate/Inspection Rule</a>	

- ii. A form opens, fill the details and attach the scanned documents and click submit.

*User Manual for registration, grant and renewal of license under The Factories Act*



Welcome:- Date:- 02/06/2016

[License for the Year](#)

Licence | Apply for Year 2018 | Year From [2018] | UpTo [2018] | Date of Last Renewal 01/01/1900  
Year: 2018 Full View | Apply Date

**1)FACTORY DETAILS**

a) Full Name of Factory\* : Test Enterprise b) Licence Number : Awaited

**3) NATURE OF MANUFACTURING PROCESS**

a) Carried on in the factory in the last 12 months (in the case of factory already in existence)

Black Pipes

Lancing Pipes

M.F. Pipes

b) To be carried on in the factory during the next twelve months (in the case of all factories) \*

Black Pipes

Lancing Pipes

M.F. Pipes

NIC-Code

**Worker Strength**

Schedule Type	Maximum number of workers proposed to be employed on any day during the year.	Maximum number of workers employed on any one day during the last twelve months (in the case of factories already in existence)	Number of workers to be ordinarily employed in the factory
---------------	---	---	--

**Power Strength**

Schedule Type	Installed	ii) Proposed to be installed in the year
---------------	-----------	--

**d) Whether it involves dangerous operation, wholly or partly, as declared under subrule(1) of the rule 107 under section 7(give details)**

(I) Manufacture of aerated water and processes incidental thereto

(II) Electrolytic plating or Oxidation of metal articles by use of an electrolyte containing chromic acid or other

**e) Whether any chemical substance as specified under second schedule of the Act, is used, handled, stored or processed there at.**

,

2-Butanone(Methyl-ethyl Ketone-MEK)

Acetaldehyde

Acetic Acid

**8) Full Name and Residential Address of the Occupier, i.e. Address of the Occupier, i.e.**

Occupiers Name :  Residential Address :

House No :  Pin Code :

Mobile Number :  Email ID :

Is Minor :  Yes  No

**Calculate Renewal Amount**

**13)**

a) Amount of fee to be paid \* :  Inclusive of fine Rs [Fine SchA] Fine SchB] Fine SchC, Advance Amount : , Schedule A : , Schedule B : , Schedule C :

**E-Challan** 2)Challan Number \* :  [Help for e-challan](#)

Paid Amount :

**MANAGE)**

#### 1.4.4 Online payment through e-Challan

i) To pay applicable fees online by e-Challan, click on “e-Challan” link. Upon clicking, a page will appear as below:

cg.nic.in/eChallan/home.jsp

**e-Challan**  
[See Rule 64 A,64 B of Treasury Code (Govt. of Chhattisgarh)]

User pratik512

- List of Departments
- List of Heads of Account
- ePayments
- Challan History
- Modify User Details
- Change Password
- SignOut

**Select Department**

- Agriculture
- Commerce and Industries
- Culture
- Excise
- Food and Civil Supplies
- Higher Education
- Jail
- Mineral Resources
- Public Health & Family Welfare
- Public Works
- School Education
- Stamps and Registration
- Women and Child Development
- Co-operation
- Commercial Tax
- Energy Department
- Finance
- Forest
- Home
- Labour**
- Panchyat & Rural Development
- Public Health Engineering
- Revenue
- Sports & Youth Welfare
- Water Resources Department

Other Departments

Submit Reset

Select the department and click on “Submit” button below

ii) Provide details and select applicable heads of account. Select bank from the drop down list and click on “Submit” button.

cg.nic.in/eChallan/entryform.jsp

• [Home](#)

**REG NO./ID NO.** 452211

**DISTRICT** 10-Durg

**OFFICE ADDRESS** 1016001-DIVISIONAL EMPLOYMENT OFFICER DURG  
DIVISIONAL EMPLOYMENT OFFICER DURG

**NAME OF PAYER\*** Pratik chandrakar

**FLAT/BLOCK NO./HOUSE NO.** 55

**NAME OF PREMISES/BUILDING /VILLAGE** null

**ROAD/STREET/LANE** null

**CITY/DISTRICT:** null

**STATE/UT:** null

**PINCODE:** null

**ASSESMENT YEAR** 2016-2017

**HEAD OF ACCOUNT\*** 0230\_00\_103\_0000\_-

**DESCRIPTION** -

**PURPOSE** -

**PERIOD (FROM)** July 2016

**PERIOD (TO)** June 2017

**BANK GATEWAY \*** Select ----- Bank

**PHONE No./MOBILE:**

**E MAIL:**

Back Clear

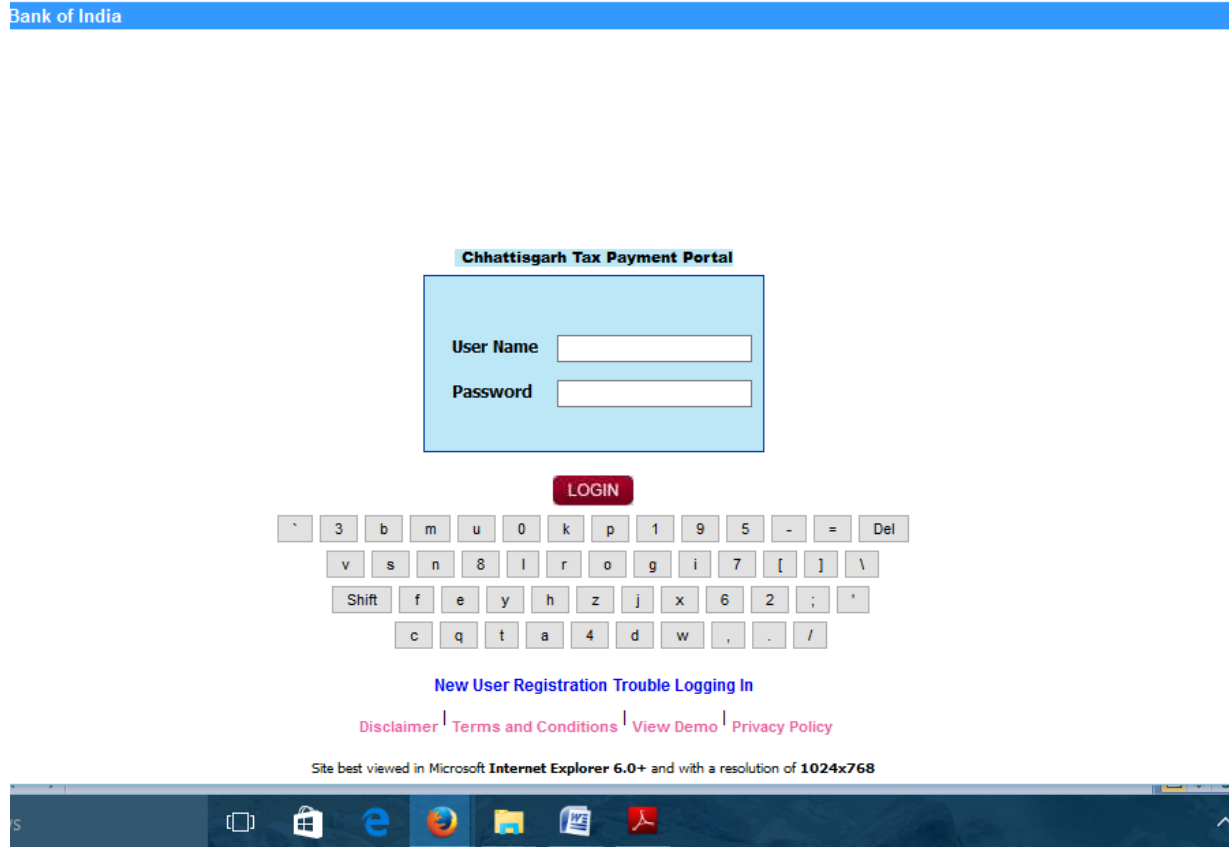
If you are facing any problem

Please mail us to eChallan.cg@nic.in for necessary ratification. Thanks for your corporation.

All news marked with \* are mandatory.

User Manual for registration, g

- iv) Upon confirming the details, the page will redirect to the bank's online banking page. Pay online using internet banking and after successful payment, you will get treasury reference number.



- iv) Enter the treasury reference number in the field provided and your application will be submitted to the department.



#### 1.4.5 Download of the certificates

On submission of complete application, certificate can be downloaded from Single Window Login by clicking download in the dashboard under the service. A sample certificate is available in Annexure 1B.

**छत्तीसगढ़ शासन श्रम विभाग**  
e-श्रमिक सेवा

Welcome: Pratik Chandrakar  
UAN: 11103126660251  
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**Services(Ease of Doing Business)**

<b>Factory Plan Approval(Form1-A)</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Approved <a href="#">Download</a>	<b>Factory Licence Application(Form-4)</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>	<b>Renewal of Factory Licence</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>
<b>Registration of principal employer's establishment</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Approved <a href="#">Download</a>	<b>Licence for contractors</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Approved <a href="#">Download</a>	<b>Renewal of licence for contractors</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>
<b>Registration of contractors</b> <a href="#">User Manual</a> <a href="#">View Submitted Application</a> Application Status:Pending <a href="#">Download</a>	<b>Self Certificate/Inspection</b> <a href="#">User Manual</a> <a href="#">Apply</a> <a href="#">Check Status</a> <a href="#">Download</a> <a href="#">Self Certificate/Inspection Rule</a>	

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User Manual for registration, grant and renewal of license under The Factories Act

## 1.5 Third Party Verification

1. Visit the URL for verification [http://cglabour.nic.in/factory/SearchFormA\\_1.aspx](http://cglabour.nic.in/factory/SearchFormA_1.aspx)
2. Provide the detail (like Permission number/ certificate number/ Licence Number) and click on submit
3. System would authenticate the details.


## 2 Annexure 1

### A. Format of Factory Licence

**GOVERNMENT OF CHHATTISGARH**

Despatch No. : RPR8-53  
Despatch : 1192  
Date : 20/08/2015

Serial No. : 53

  
**LICENCE TO WORK A FACTORY**  
( Form No.3 prescribed under Rule 5 of C.G. Factories Rules 1962 )

**LicenceNo.** : [REDACTED]  
( Mention This Number invariably in all correspondences with this office )

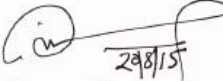
**Last Year Excess Fees** : 0  
**Fees Paid Rs.** : 33800  
**Challan No.** : 1021075610  
**Date** : 22-11-2014  
**Treasury** : SBI TILDA NEWRA

Licence is hereby granted to **SHRI OM PRAKASH AGRAWAL**  
occupier of **AGRAWAL OIL EXTRACTION LIMITED**  
located at **KHARORA ROAD, VILL.-TULSI, POST-NEORA, District RAIPUR**  
(Subject to the provisions of the Factories Act, 1948 and the rules made there under and the conditions annexed here with )

Valid only for the premises at the above location ( as per the plans approved under the Factories Act and Rules )  
for use as a factory employing not more than 100 ( in words *One Hundred Only* ) workers on any one day  
during the year and having installed motive power not exceeding 2000 Horse Power (in words *Two Thousand*  
*Only* )where the manufacturing process of **SOLVENT PLANT** will be carried by him.

This licence shall remain in force till the **31st day of December, 2015**

Excess Fees: 0  
Place : Raipur  
Date : 20/08/15

  
Dy. Chief Inspector of Factories  
Chhattisgarh  
Govt. of Chhattisgarh, Raipur

( This licence shall be framed and exhibited in the factory and shall be made available to the factory Inspector on demand )

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(1) Application for renewal of licence; in the prescribed form (form No. 4 as in incorporated in the C.G. Factories Rules, 1962) accompanied with the Original challan for adequate fees, shall be made on or before the first day of December of the preceding year. For late submission of the application 25% of the scheduled licence fee shall be paid in addition.

Note: For calculating the maximum number of workers to be employed on any day during the year the total number of workers (in all shifts) employed on that day and the workers employed through all agencies also included in this total shall be taken.

(2) All fees shall be deposited under the following head of account. "0230-Labour and Employment". 104 Receipts is under the Factories Act, 1948" Care shall be taken to reproduce this head correctly on all challan forms and that the seal of the Treasury or the Bank is legibly affixed.

## B. Renewal Factory Licence

19/08/2015

local/host:49854/Factory/LicenceReprint.aspx?IndID=40866/Year=2014

### GOVERNMENT OF CHHATTISGARH

Despatch No. : RPR9-651

Serial No. : 651

Despatch  
Date



### LICENCE TO WORK A FACTORY

(Form No.3 prescribed under Rule 5 of C.G. Factories Rules 1962)

LicenceNo. : 1283/1283/B-10/RPR/2m(i)  
(Mention This Number invariably in all correspondences with this office)  
Last Year Excess Fees : 0  
Fees Paid Rs. : 15600.4680  
Challan No. : 040055011, J023659819  
Date : 11-11-2013, 21-11-2013  
Treasury : SBI RAIPUR, SBI RAIPUR, SBI RAIPUR

Licence is hereby granted to **SHRI SUJIT KUMAR ROY**  
occupier of **HINDUSTAN PETROLEUM CORPORATION LIMITED (LPG BOTTLING PLANT)**  
located at **MANDIR HASAUD District RAIPUR**  
(Subject to the provisions of the Factories Act, 1948 and the rules made there under and the conditions annexed here with)

Valid only for the premises at the above location ( as per the plans approved under the Fctories Act and Rules )  
for use as a factory employing not more than **250** ( in words *Two Hundred Fifty Only* ) workers on any one day  
during the year and having installed motive power **not exceeding 500 Horse Power** ( in words *Five Hundred Only* ) where the manufacturing process of **STORAGE OF LPG, BOTTLING OF CYLINDARS** will  
be carried by him.

This licence shall remain in force till the **31st day of December, 2014**

Excess Fees: 0  
Place : Raipur  
Date :

Dy. Chief Inspector of Factories  
Chhattisgarh

( This licence shall be framed and exhibited in the factory and shall be made available to the factory Inspector on demand )

(1) Application for renewal of licence; in the prescribed form (form No. 4 as in incorporated in the C.G. Factories Rules, 1962) accompanied with the Original challan for adequate fees, shall be made on or before the first day of December of the preceding year. For late submission of the application 25% of the scheduled licence fee shall be paid in addition.

Note: For calculating the maximum number of workers to be employed on any day during the year the total number of workers (in all shifts) employed on that day and the workers employed through all agencies also included in this total shall be taken.

(2) All fees shall be deposited under the following head of account. "0230-Labour and Employment". 104 Receipts is under the Factories Act, 1948" Care shall be taken to reproduce this head correctly on all

http://local/host:49854/Factory/LicenceReprint.aspx?IndID=40866/Year=2014

1/2