

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
LABOUR DEPARTMENT
C-BLOCK, 5-SHAM NATH MARG, DELHI-110054

No. 2016/SSA/IT/429 - F.36/AdL/CL/2016 Dated: 09/12/2016

OFFICE ORDER

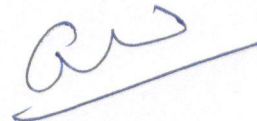
Subject: Ease of Doing Business – Simplification of

- **Grant of Licence for Contractor under Section 12 of the Contract Labour (Regulation & Abolition) Act 1970**
- **Registration of Principal Employer employing Contract Labour under Section 7 of Contract Labour (Regulation & Abolition) Act 1970**

Keeping in view the mandate of Ease of Doing Business and also providing E-enabled / Online Services to Citizens, all notified Registering and Licencing Officers under Contract Labour (Regulation & Abolition) Act 1970 shall follow the following procedure:

1. Procedure for Grant of Licence to the Contractor under Section 12 of the Contract Labour (Regulation & Abolition) Act 1970 and Rules framed there under :

- Following Documents / Self Certification / Undertaking are required in case of Grant of Licence to the Contractor.
 1. Form of Certificate (Form- V) issued by the Principal Employer to the Contractor as provided under [Rule-21(21)]
 2. Self Certification / Undertaking regarding-
 - Memorandum & Articles of Association / Partnership Deed / Proprietor' ID proof.
 - Wages shall be paid to the Contract Workers only through Account Payee Cheque / ECS Transfer and Full Compliance of Conditions of Licence as provided under Rule-25 framed there under of Contract Labour (Regulation and Abolition) Act, 1970.
 - Commencement / Completion of Contract Work as provided under Rule 25(2)(viii)
 3. Details of Licence Fee..... and Details of Security Amount Deposited

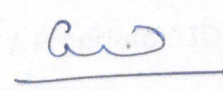


2. Procedure for Grant of Registration Certificate to the Principal Employer Employing Contract Labour under Section 7 of the Contract Labour (Regulation & Abolition) Act 1970 and Rules framed there under :

- Following Documents / Self Certification / Undertaking are required in case of Grant of Registration Certificate to the Principal Employer Employing Contract Labour under Section 7 of the Contract Labour (Regulation & Abolition) Act 1970 and Rules framed there under :
 1. Notice of commencement / completion of contract work (Form VIB) provided as provided under [Rule 81(3)]
 2. Self Certification / Undertaking regarding-
 - Memorandum & Articles of Association / Partnership deed / Proprietor' ID proof.
 - The Principal Employer has not employed workers directly for the work they have assigned to the contract workers and if so, there is no violation of Rule 25(2) (v) of the Contract Labour (Regulation & Abolition)Act, 1970 and rules framed there under.
 3. Details of Registration Fee

3. Timeline:

For Manual / Online disposal of applications received for Licences and Registration Certificate, all Notified Registering and Licencing Officers of District Labour Offices shall adhere to Timelines of 07-days for Issuance of Licence to Contractors and Registration Certificates to Principal Employers under the Contract Labour (Regulation & Abolition) Act, 1970 and Rules framed there under. Out of lead time of 07-days, 02-days shall be utilized for verification of contents of the application and remaining 05-days for approval and issuance of Licenses / Registration Certificates.


(Dr. R. C. Meena)
Special Labour Commissioner

Copy to:

1. Secretary to Hon'ble Labour Minister, 7th Floor, Delhi Secretariat, New Delhi
2. PA to Secretary cum Commissioner (Labour), 5-Sham Nath Marg, Delhi
3. PAs to Special/Additional Labour Commissioners, 5-Sham Nath Marg, Delhi
4. All JLCs/DLCs of concerned Districts, Lab. Deptt, Delhi-for strict compliance.
5. All Labour Officers/Assistant Labour Commissioners of concerned Districts
6. Senior System Analyst (IT) to upload on Website of Labour Department Delhi
7. Office Order / Guard File