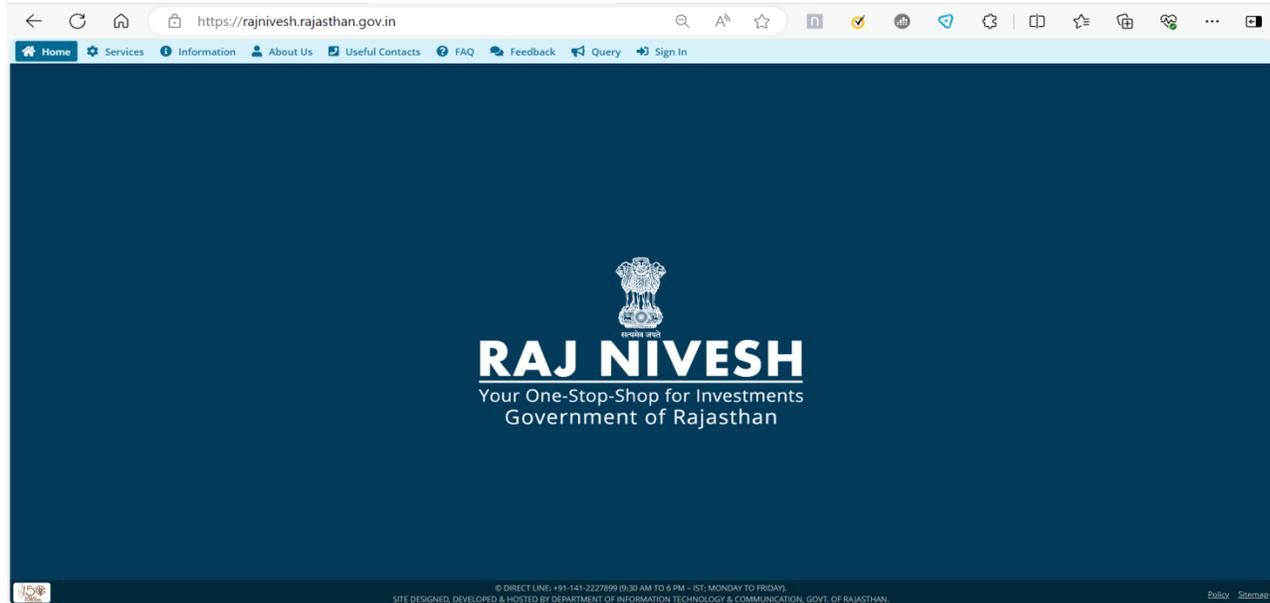


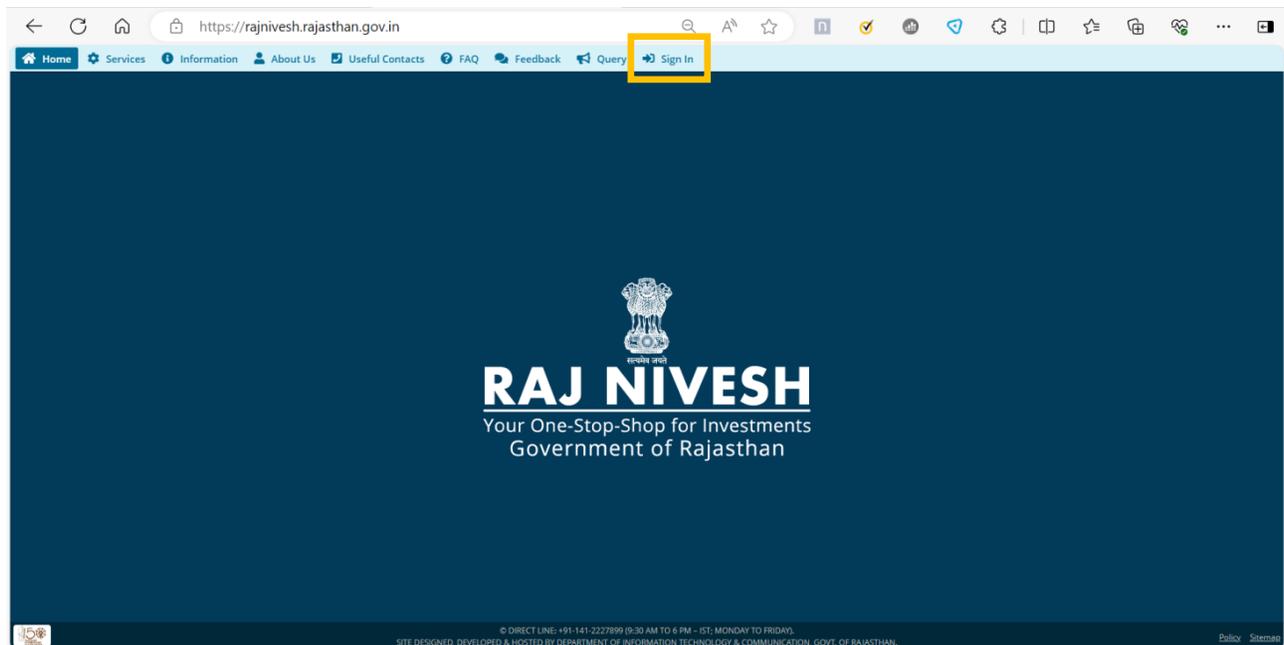
Acts Registration/ Renewal User Walk Through

Registration Procedure:

Step-1: Open URL <https://rajnivesh.rajasthan.gov.in/>



Step- 2: Click on “Sign In” option.

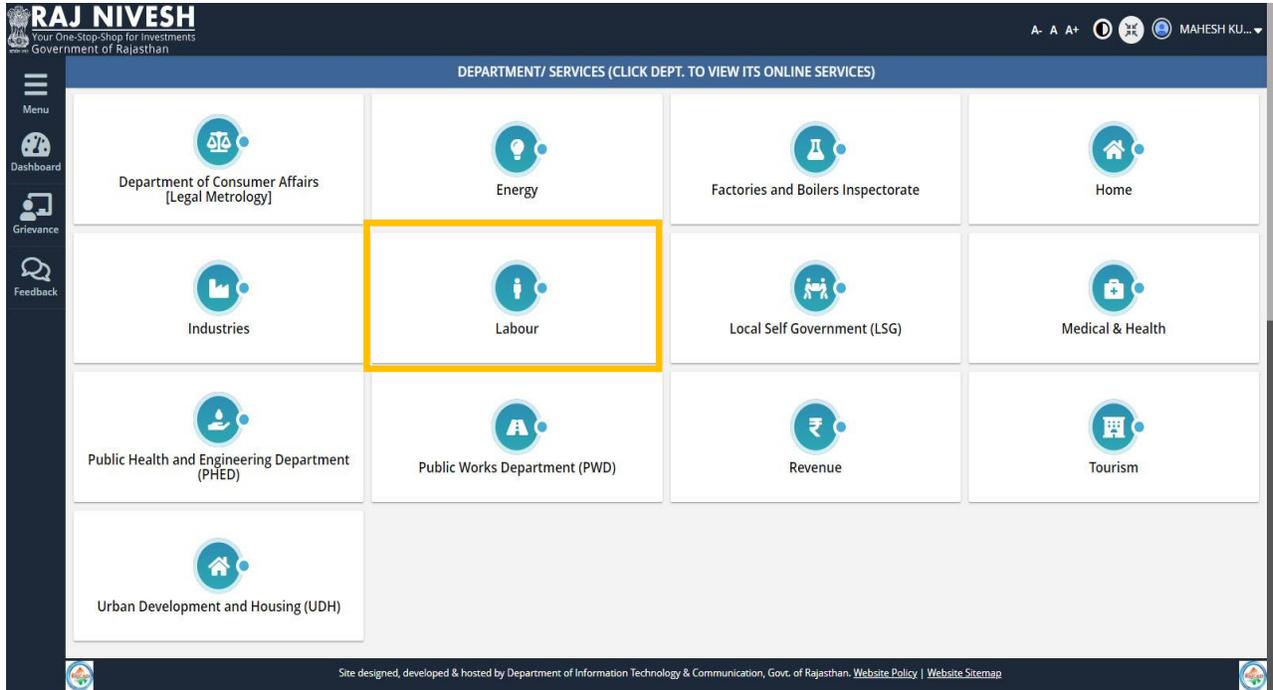


Step-3: After click on “Sign In” a SSO login window will appear. User can enter their user name, password and correct Captcha and click on “Login” button.

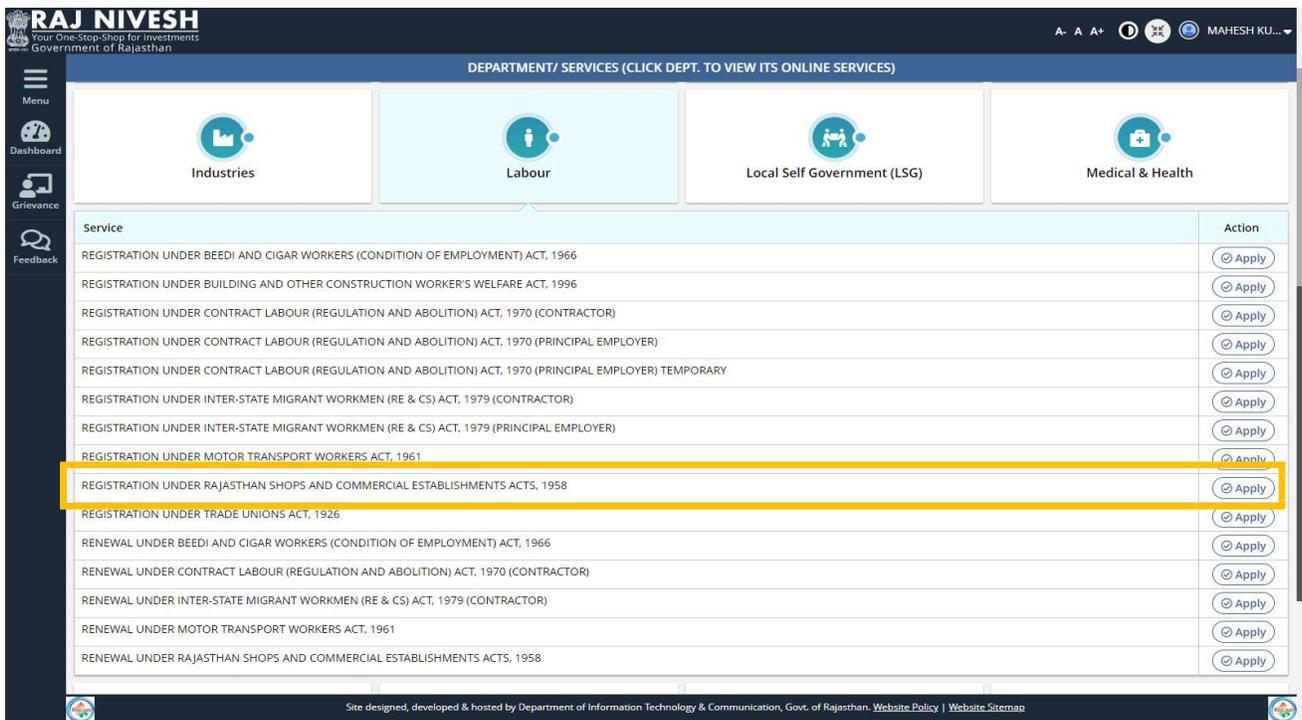
Step-4: After successfully login to SSO a Rajnivesh Dashboard appears and user click on “I want to Submit a new application” option to view various departments online services.

S.No.	Department	Service	App ID/ Submission Date	Establishment Name	District	Sector	Present Status/ Change Date	View
1	LABOUR	Registration under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/201836 (24/06/2016 05:20 PM)	MAHESH	JAIPUR		ACCEPTED (24/06/2016 05:20 PM)	
2	LABOUR	Registration under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/946751 (28/06/2016 04:38 PM)	MAHESH	JAIPUR		ACCEPTED (29/06/2016 10:22 AM)	
3	LABOUR	Registration under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/746209 (28/06/2016 04:51 PM)	MAHESH	JAIPUR		REJECTED (04/07/2016 11:46 AM)	
4	LABOUR	Registration under Contract Labour (Regulation And Abolition) Act, 1970 (Contractor)	CLC/2016/14/415739 (29/06/2016 10:05 AM)	MAHESH	JAIPUR		ACCEPTED (29/06/2016 12:41 PM)	
5	LABOUR	Renewal under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/201836 (29/06/2016 11:44 AM)	MAHESH	JAIPUR		ACCEPTED (30/06/2016 12:35 PM)	

Step-5: After step 4 departments services are seen, Click on “Labour” for Labour Department services.



Step-6: Various Labor Department Services will appear, click on “Apply” button next to the service name in which the user wants to register.



Step-7: Form will appear, fill the form and attach required documents.

Guidelines to fill the form	
1	Fields marked in (*) is mandatory
2	Documents to be attached: Photograph of the owner, Photograph of the owner with Establishment, Photo ID proof of the owner, Address proof of the Establishment, Rent proof of the establishment, Scanned Declaration form and Form 1 Format.
3	Attach detailed list of employees working/to be working in the establishment and their weekly holidays in the excel sheet provided along with the form (Field No. 18 and 21 respectively)

Form 1 (See Rule 3)
Application for registration under The Shops and Commercial Establishments Act, 1958

Part I

A. Business Registration Number * [Generate Business Registration Number](#)

1. Name of Establishment *

Postal Address of Establishment

2. Plot No. * 3. Street *

4. Area * 5. City *

6. District * *

Establishment Details

7. Name of Owner * 8. Father's Name/Husband's Name *

9. Name of Manager (if any) 10. Category of Establishment * *

11. Date of starting the Shop / Establishment *

12. Nature of Business * *

13. (A) Please affix your photograph here (Scanned photograph to be browsed and affixed) * No file chosen *

No media has been uploaded.

13. (B) Please Affix your Establishment Photograph along with employer here (Scanned Photograph To Be Browsed and Affixed) * No file chosen *

No media has been uploaded.

Part II

14. Total no. of employees employed in Shop / Establishment
Male Female Child Total

15. Whether any family member working in the establishment Yes No

16. Names of persons occupying position of management or employees engaged in confidential capacity No file chosen
[Download Excel Sheet Format](#)

17. Rates of wages No file chosen
[Download Excel Sheet Format](#)

18. Details of employees working in the establishment No file chosen
[Download format of employee detail](#)

Form 7

19. Name of Place * * 20. Please mention the weekly off day * *

Form 15

21. Employee Weekly Holidays No file chosen
[Download format for weekly holidays](#)

Attach Supporting Documents (Max Size : 450KB)

22. Photo ID (For e.g., PAN Card, Driving License, Aadhar Card, Passport) * No file chosen *

23. Declaration Form* No file chosen *
[Download Declaration Form Format](#)

24. Address Proof of the Establishment * No file chosen *

25. Copy of Rent / Ownership * No file chosen *

26. Attach Form No. 1 No file chosen *
[Download Form No. 1 Format](#)

27. Name of Applicant * *

28. Mobile Number (Only 10 Digits) * *

29. Email

Labour Office Detail

Labour Office *

Prove you'r not a robot 

Step-8: Submit the form and LDMS application number will be generated. Keep it safe because it might be required later for retrieving\tracking the application status.

DEPARTMENT OF LABOUR
GOVERNMENT OF RAJASTHAN

सत्यमेव जयते

Home Edit Profile Change Password yati sharma 29/06/2014 11:48:41 AM LOGOUT

THANK YOU FOR THE DETAILS

After scrutiny, the office will intimate about the discrepancy, if any or for the deposit of fee amount, as the case may be.
Registration will be completed after payment confirmation.

Name of applicant	yati sharma
Application number	49/2014/562730
Name of establishment	Rubal Enterprises
Date of application submission	06/02/2014
Pre-fixed time required for checking discrepancy	15 Days

Print

At the Department level, new registration application will be automatically assigned to concerned officer. Concerned officer logs in to the system and views the application on his home screen as shown below:

Government of Rajasthan
Department of Labour

सत्यमेव जयते

Home Edit Profile Change Password Welcome, Gopal Lal Meena (Labour Inspector) 29/06/2016 2:36:10 PM LOGOUT

Registration

Select Act -- Select Act -- Show

Application Number	Date of Application	Act Name	Name of Establishment	Application Status	Duration
SCA2016/14/571963	29-06-2016	Rajasthan Shops And Commercial Establishments Acts, 1958	NEERA BEAUTY PARLOR & TRAINING CENTER	Pending at the level of Labour Inspector(G.M)	0 (Days)

Step-9: Upon clicking the application number following screen appears. If the officer finds everything all right, he can click “Payment” button for further processing



Government of Rajasthan

Department of Labour

Home | Edit Profile | Change Password
Welcome, Gopal Lal Meena (Labour Inspector)
29/06/2016 2:40:06 PM | LOGOUT

- BFMS
- BoCW Cess/Project Details
- BOCW Welfare Board
- Claim Under Quasi Judicial
- Complaint Application
- Industrial Dispute
- Inspection Note
- Message
- Offline Establishment Registration
- Registration / Amendment / Renewal
- Reports
- Return Filed Application
- Self Certification Form
- Standing Order Application

Registration

Form 1 (See Rule 3)
Application for registration under The Shops and Commercial Establishments Act, 1958

Part I

1. Name of Establishment

Postal Address of Establishment

2. Plot No. 3. Street

4. Area 5. Village / City

6. District

Establishment Details

7. Name of Owner 8. Father's Name / Husband's Name

9. Name of Manager (if any) 10. Category of Establishment

11. Date of starting the Shop/Establishment

12. Nature of Business

13(A). Please affix your photograph Here (Scanned photograph to be browsed and affixed)



13(B). Please Affix your Establishment Photograph along with employer here (Scanned Photograph To Be Browsed and Affixed)



Part II

14. Total no. of employees employed in Shop / Establishment Male Female Child Total

15. Whether any family member working in the establishment Yes No

16. Names of persons occupying position of management or employees engaged in confidential capacity [Details of Persons](#)

17. Rates of wages [Details of Rates of wages](#)

18. Details of employees working in the establishment [Details of Employees](#)

Form 7

19. Name of Place 20. Please mention the weekly off day

Form 15

21. Employee Weekly Holidays [Details of Employee weekly Holidays](#)

View Supporting Documents **Check the box for Clarification**

22. Photo ID (For e.g., PAN Card, Driving License, Aadhar Card, Passport) [View Photo ID](#)

23. Affidavit [View Affidavit](#)

24. Address Proof of the Establishment [View Address Proof](#)

25. Copy of rent / ownership [View Copy of Rent](#)

26. Attach Form No. 1 [View Form No. 1](#)

27. Photo of the owner of Establishment

28. Photo of the Establishment

29. Name of Applicant

30. Mobile Number (Only 10 Digits)

31. Registration Period

33. Business Registration Number

Labour Office Detail

Labour Office

Audit Trail

User Name	Action	Details	Date & Time
Kailash Chandra Sharma(LDC/UDC)	Application marked to Gopal Lal Meena(Labour Inspector)		29 Jun 2016 14:29:42 (0 day)
PANKAJ KHANDELWAL(Citizen)	New Application		29 Jun 2016 10:57:45 (0 day)

Copyright © 2014. All rights reserved.

Step-10: If submitted application and attached documents are correct, you'll immediately receive the SMS/e-mail on your registered mobile number and registered email account for e-payment of prescribed fees. User can also see the fee detail in the audit trail after clicking on the application number on his dashboard. The User can make e-payment by clicking on "Make payment" button as shown below

The screenshot shows a web interface for a registration process. At the top, there's a '29. Registration Period' section with a dropdown menu. Below it is a 'Labour Office' section with a dropdown menu. The main area is a table with columns for 'Certification' and 'Uploaded File'. The table lists various documents like 'Photo id', 'Address Proof', 'Aadhar', etc., each with a 'Download Certificate File' link. Below the table is a '31. View Chalan' section with a 'Download Chalan' link and a 'Make Payment' button. At the bottom is an 'Audit trail' table.

In the Audit trail request is also reflected with time stamp.

Here is payment request from the department and citizen can click here to make payment

User Name	Action	Detail	Date & Time
Pramesh Kumar Gupta(Labour Inspector) ashish.jureka@nic.in	Fees Received. Sent back to citizen for making payment.	Amount due: Rs. 1500.00	20-Aug-2015 09:44:20 (8 days)
Pramesh Kumar Gupta(Labour Inspector) ashish.jureka@nic.in	Compliance made for the required certifications Form pending with Pramesh Kumar Gupta (Labour Inspector)		20-Aug-2015 09:41:57 (78 days)
Pramesh Kumar Gupta(Labour Inspector) ashish.jureka@nic.in	Application sent back to citizen for clarification	Photo id Address Proof Aadhar Copy of rent / ownership Signature Photo of Owner Photo of Establishment	02-Jun-2015 15:28:24 (150 days)
Pramesh Kumar Gupta(Labour Inspector) ashish.jureka@nic.in	Application mailed to Pramesh Kumar Gupta(Labour Inspector)		13-Apr-2015 10:14:43 (7 days)
Pramesh Kumar Gupta(Labour Inspector) ashish.jureka@nic.in	Minor Application		06-Apr-2015 16:12:34 (8 days)

Step-11: After paying the prescribed fees online, the applicant can download his Registration Certificate online, as shown below

The screenshot shows the Government of Rajasthan Department of Information Technology & Communication website. The main content area displays the 'E-mitra Payment Gateway' interface. It includes the following information:

- Transaction Reference Number:** SCA/2015/14/6817924
- Transaction Amount (in Rs.):** 1500/- INR Only
- Transaction Date & Time:** Mon May 16 15:36:14 IST 2016
- Select Bank:** SBI Net Banking
- Pay** button

At the bottom, there is a note: "All additional transaction processing charges & taxes levied by banks or PG will be borne by the Customer."



Government of Rajasthan

Department of Labour

Home Welcome, ashish.punia (Citizen) 25/06/2016 4:56:29 PM Back To SSO LOGOUT

- BOCW Welfare Board
- BOCW Welfare Cess Details
- Cause List
- Establishment Registration
- Establishment Renewal
- Register Complaint
- Return Filing
- Self Certification Form
- Standing Order Application

Form 1 (See Rule 3) Application for registration under The Shops and Commercial Establishments Act, 1958

Part I

1. Name of Establishment *

Postal Address of Establishment

2. Plot No. * 3. Street *

4. Area * 5. City *

6. District *

Establishment Details

7. Name of Owner * 8. Father's Name/Husband's Name *

9. Name of Manager (if any)

10. Category of Establishment *

11. Date of starting the Shop / Establishment *

12. Nature of Business *

13(A). Please affix your photograph here (Scanned photograph to be browsed and affixed) * 

13(B). Please Affix your Establishment Photograph along with employer here (Scanned Photograph To Be Browsed and Affixed) * 

Part II

14. Total no. of employees employed in Shop / Establishment
Male Female Child Total

15. Whether any family member working in the establishment
 Yes No

16. Names of persons occupying position of management or employees engaged in confidential capacity
[Details Of Persons](#)

17. Rates of wages
[Details Of Rates of wages](#)

18. Details of employees working in the establishment
[Details Of Employees](#)

Form 7

19. Name of Place * 20. Please mention the weekly off day *

Form 15

21. Employee Weekly Holidays
[Details Of Employee weekly Holidays](#)

Attach Supporting Documents (Max Size : 450KB)

22. Photo ID (For e.g., PAN Card, Driving License, Aadhar Card, Passport) * [View PhotoID](#)

23. Declaration Form * [View Declaration Form](#)

24. Address Proof of the Establishment * [View Address Proof](#)

25. Copy of Rent / Ownership * [View Copy of Rent](#)

26. Attach Form No. 1 [View Form No. 1](#)

27. Name of Applicant *

28. Mobile Number (Only 10 Digits) *

29. Registration Period *

Labour Office Detail

Labour Office

31. View Challen [Download Challen](#)

Payment Detail

Mode Of Payment : Online

32. Receipt No 33. Amount

34. Date 35. Bank Name

[Download Certificate](#)

[Back](#) [Download Certificate](#) [Amend Data](#)

User Name	Action	Detail	Date & Time
ashish.punia(Citizen)	Payment done for Registration and Application Accepted	Payment has been successfully made using Online Service and Application Accepted	24 Jun 2016 18:00:40 (0 day)
Gopal Lal Meena(Labour Inspector)	Form Reviewed, Sent back to citizen for making payment.	Amount due. Rs. 750	24 Jun 2016 17:58:16 (0 day)
Kalash Chandra Sharma(LDC/JDC)	Application marked to Gopal Lal Meena(Labour Inspector)		24 Jun 2016 17:49:11 (0 day)
ashish.punia(Citizen)	New Application		24 Jun 2016 17:21:04 (0 day)

Step-12: Certificate that will be downloaded from LDMS shall be as shownbelow:

FORM - 3
Government of Rajasthan
Department of Labour
CERTIFICATE
(See rule 4)
Rajasthan Shops And Commercial Establishments Acts, 1958

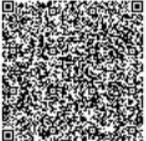


Registration No. :- SCA/2017/14/142738
Name of Establishment :- HIGHLAND
Name of Occupier/Employer :- HEMANT CHOUDHARY 2. RAKESH KUMAR 3. SUMIT KUMAR
Father/Husband Name :- NARENDRA CHOUDHARY 2. MAHENDER KUMAR 3. BHOOP SINGH
Postal Address of Establishment :- GF 01 GALAXY MALL, GROUND FLOOR SP 9 RIICO INDUSTRIAL AREA, MANSAROVAR, JAIPUR, Jaipur, Rajasthan
Total Number of employees employed :- 10
Weekly off Day :- N/A
Date of commencement of Business :- 11/05/2017
Validity of Registration :- Perpetual

It is hereby certified that the establishment as mentioned herein has been registered as a Restaurant under the Rajasthan Shops And Commercial Establishments Acts, 1958 on 08 January 2020.



Seal



Signature Not Verified

Digitally signed by Deepa Goyal
Date: 2020.01.08 11:54:11 IST
Reason: SelfAttested



Inspector

Rajasthan Shops And Commercial Establishments Acts, 1958

Renewal Details

Date of Application/Renewal	From Date	To Date
26/12/2019	01/01/2020	Perpetual

This is merely a Registration Certificate and not License and it does not by itself bestow any legality on the structure or confer any right on the employer so far the date and time of existence of the structure in which this Shop/Establishment is located.

No child labour is employed in this establishment and all the labour laws are followed which are applicable on this establishment.

Step -13: Validity of this Certificate can be verified from <http://labour.rajasthan.gov.in/>

 Single Window System Government of Rajasthan		 Labour Department Management System (Online Application) Government of Rajasthan		 Factory & Boiler Dep Government of Rajasthan	
Registration Procedure		Inspection		Third party/self certification	
Registration/Renewal Procedure and Timeline		Inspection Procedure		Third party Certification	
Approval Procedure		Inspection Checklist		Self Certification Schemes	
Fees and Checklist		Inspection Circular		Third Party Agencies	
<input type="text" value="Verify Registration No./License No./Application Status"/>		User Guide & Video Tutorials			
<input type="text" value="SCA/2017/14/142738"/> <input type="button" value="Submit"/>		Suggestion/Feedback		Single Integrated Return	

Registration Procedure		Inspection	
Registration/Renewal Procedure and Timeline		Inspection Procedure	
Approval Procedure		Inspection Checklist	
Fees and Checklist		Inspection Circular	
Act Name:	The Shops and Commercial Establishments Act, 1958		
Registration No:	SCA/2017/14/142738	Application Date:	16/05/2017
Name:	HIGHLAND	Status:	Valid
Valid Upto:	Lifetime	Download Certificate	
How to Validate Signature			
<input type="button" value="Close"/>			

Renewal Procedure:

Step-1: After login on the LDMS portal, click on “Establishment Renewal” and in sub-menu click on “Renewal”.



The screenshot shows the Government of Rajasthan Department of Labour portal. The header includes the state emblem and the text "Government of Rajasthan Department of Labour". The user is logged in as "ashish.punia (Citizen)". The main content area is titled "Renewal" and features a dropdown menu for "Select Act" with "The Shops and Commercial Establishments Act, 1958" selected. Below this, there is a search instruction: "Search your records as per following criteria:-". There are two search criteria: "Registration No." with an input field, and "OR" followed by "District" with a dropdown menu and "Establishment Date" with an input field. A "Search" button is located at the bottom of the search area. A sidebar on the left contains a menu with options like "BOCW Welfare Board", "Cause List", "Establishment Registration", "Establishment Renewal", "Renewal", "Register Complaint", "Return Filing", "Self Certification Form", and "Standing Order Application".

Step-2: After selecting the Act, provide the Registration Number and click the “Search” button. Search result appears, select it and proceed by clicking “Submit” button

OR

In case you don't have the Registration Number, registration details could be searched by selecting appropriate district and the establishment date. It might result in multiple records, user may select appropriate result and click “Submit” button.



The screenshot shows the same Government of Rajasthan Department of Labour portal. The user is now logged in as "KJSHAL KUMAR SAINI (Citizen)". The "Renewal" section has the "Select Act" dropdown set to "-- Select Act --". The search criteria are "District" with a dropdown menu and "Establishment Date" with an input field. Below the search area, a table displays search results. The table has columns for "Select", "New Registration No.", "Old Registration No.", "Estb. Name", "Owner Name", "Estb. Date", and "District". One record is shown with a radio button selected in the "Select" column.

Select	New Registration No.	Old Registration No.	Estb. Name	Owner Name	Estb. Date	District
<input type="radio"/>	SCA/2018/14/141812		COMPLETE ACCOUNTING & GST SOLUTIONS	HITESH SHARMA	01/08/2018	Jaipur

Below the table are "Search" and "Submit" buttons.

Step-3: Fill other data and submit the form.

The screenshot shows the 'Form '5' submission interface for the Government of Rajasthan, Department of Labour. The page title is 'Form '5' See Rule 6 Rajasthan Shops and Commercial Establishment Act, 1958'. The user is logged in as GARIMA SHARMA (Citizen) on 29/05/2024 at 11:24:52 AM. The form contains the following fields:

- 1. Registration No. (Text input): SCA/2018/14/141812
- 2. License Expiry Date (Date selector): 31/12 -- Select --
- 3. Number of Employee (Text input): [Empty]
- 4. Registration Certificate of Establishment (File upload): Choose File | No file chosen
- 5. Form V (File upload): Choose File | No file chosen
- 6. Business Registration Number (Text input): 8005220063001421

Buttons: Submit, Back

Nodal Officer: Rajiv Kishor Saxena (Additional Labour Commissioner (IR))
Phone: 0141-2450793
Email: labour[dot]support[at]rajasthan[dot]gov[dot]in

Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 & Version 10 | Mozilla Firefox 3.5 version

Step-4: Acknowledgement message appears as below

The screenshot shows the acknowledgement message on the Government of Rajasthan Department of Labour website. The user is logged in as ashish punia (Citizen) on 29/08/2016 at 1:28:53 PM. The message is addressed to 'Dear ashish punia' and states: 'Your request for renewal of Registration number SCA/2016/14/945751 has been received. Our inspecting officer will verify the details and contact you.' There is an 'Ok' button at the bottom of the message box.

Step-5: At the Department level, new renewal application will be automatically assigned to concerned officer. Concerned Officer when views the “Renewal” section in his login, the pending application is viewable as shown below.

The screenshot shows the Government of Rajasthan Department of Labour portal. The header includes the state emblem and the text "Government of Rajasthan Department of Labour". The user is logged in as "Gopal La. Meena (Labour Inspector)". A sidebar on the left lists various menu items. The main content area is titled "Renewal" and displays a table of pending applications.

Registration Number	Name of Establishment	Date of Renewal	Renewal Status
SCA/2016/14/104386	M/S GOVIND STORE	28-06-2016	Pending at the level of Labour Inspector(G M)
SCA/2016/14/863421	M/S KAVAL STORE	28-06-2016	Pending at the level of Labour Inspector(G M)
SCA/2016/14/251098	M/S A.A. ENTERPRISES	28-06-2016	Pending at the level of Labour Inspector(G M)
SCA/2016/14/375904	M/S A.S. ENTERPRISES	28-06-2016	Pending at the level of Labour Inspector(G M)
SCA/2016/14/267196	M/S G.S. ENTERPRISES	28-06-2016	Pending at the level of Labour Inspector(G M)
SCA/2016/14/946751	MAHESH	29-06-2016	Pending at the level of Labour Inspector(G M)

Step-6: Upon clicking particular registration number following screen appears. If the officer finds everything all right, he can click “Request Payment” button for further proceeding.

The screenshot shows the details of a renewal application for registration number SCA/2016/14/946751. The page title is "Form '5' See Rule 6 Rajasthan Shops and Commercial Establishment Act, 1958". The "Basic Details" section includes fields for Registration No., Renewal Years, License Expiry Date, and Number of Employee. There are links to view the registration certificate and Form V. At the bottom, there are buttons for "Back", "Clarification", "Request for Payment", and "View Registration Details". An "Audit Trail" table shows the application's history.

User Name	Action	Detail	Date & Time
Kailash Chandra Sharma(LDC/JDC)	Application marked to Gopal Lal Meena(Labour Inspector)		29 Jun 2016 13:41:30 (0 day)
ashish punia(Citizen)	Request for Renewal		29 Jun 2016 13:28:52 (1 day)

Step-7: Upon processing “Request Payment” option, following screen appears.

The screenshot shows the Government of Rajasthan Department of Labour portal. The user is logged in as Gopal La Meena (Labour Inspector). The main content area displays the following information:

Application ID:	SCA/2016/14/946751
Action Taken:	Ready for Payment

Below the table are two buttons: **Ok** and **Print**.

Step-8: Citizen logs into the system and views the status of his applications. The approved and payment pending application becomes visible as shown highlighted in the figure below.

The screenshot shows the Government of Rajasthan Department of Labour portal with a search results table. The application SCA/2016/14/946751 is highlighted in blue. The table contains the following data:

Application No.	Date	Act Name	Service Type	Application Status	Duration
CLC/2016/14/15739	29 Jun 2016	Contract Labour (Regulation And Abolition) Act, 1970 (Contractor)	Registration	Accepted	0 (Days)
SCA/2016/14/201836	29 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Renewal	Payment Required, Pending at the level of citizen	0 (Days)
SCA/2016/14/946751	29 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Renewal	Payment Required, Pending at the level of citizen	0 (Days)
CLC/2016/14/913208	28 Jun 2016	Contract Labour (Regulation And Abolition) Act, 1970 (Contractor)	Registration	Rejected	1 (Days)
CLC/2016/14/051968	28 Jun 2016	Contract Labour (Regulation And Abolition) Act, 1970 (Contractor)	Registration	Rejected	1 (Days)
SCA/2016/14/329470	28 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Registration	Pending at the level of Labour Inspector(A J)	1 (Days)
SCA/2016/14/746209	28 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Registration	Pending at the level of Labour Inspector(A J)	1 (Days)
SCA/2016/14/946751	28 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Registration	Accepted	1 (Days)
SCA/2016/14/614089	27 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Registration	Accepted	2 (Days)
SCA/2016/14/201836	24 Jun 2016	Rajasthan Shoos And Commercial Establishments Acts, 1958	Registration	Accepted	5 (Days)
CLPE/2016/14/515516	30 Mar 2016	Contract Labour (Regulation And Abolition) Act, 1970 (Principal Employer)	Registration	Accepted	91 (Days)
CLPE/2016/14/515516	30 Mar 2016	Contract Labour (Regulation And Abolition) Act, 1970 (Principal Employer)	Registration	Accepted	91 (Days)

Step-9: Citizen clicks on the specific registration number and initiates the payment process by clicking the “Make Payment” as shown below. Fees shall be calculated according to the number of years for which registration renewal is desired. Make the payment and the establishment’s registration shall be renewed for the period desired.

Government of Rajasthan
Department of Labour

Welcome, ashish punia (Citizen) 29/06/2016 1:57:13 PM Back To SSO LOGOUT

Form '5'
See Rule 6
Rajasthan Shops and Commercial Establishment Act, 1958

Basic Details

1. Registration No.	SCA/2016/14/616751	2. Renewal Years	1 Year
3. License Expiry Date	31/12/2015	4. Number of Employee	5
5. Registration Certificate of Establishment Form V	View Registration Certificate		
X. Challan Form	View Form V		

[Back](#) [Make Payment](#)

Audit Trail

User Name	Action	Detail	Date & Time
Gopal Lal Moona(Labour Inspector)	Payment required for Renewal		20 Jun 2016 13:50:22 (0 day)
Kailash Chandra Sharma(LDC/UDC)	Application marked to Gopal Lal Moona(Labour Inspector)		20 Jun 2016 13:41:30 (0 day)
ashish punia(Citizen)	Request for Renewal Form Reviewed. Sent		29 Jun 2016 13:28:52 (1 day)

Government of Rajasthan
Department of Labour

Welcome, ashish punia (Citizen) 29/06/2016 1:58:43 PM Back To SSO LOGOUT

Form '5'
See Rule 6
Rajasthan Shops and Commercial Establishment Act, 1958

Basic Details

1. Registration No.	SCA/2016/14/616751	2. Renewal Years	1 Year
3. License Expiry Date	31/12/2015	4. Number of Employee	5
5. Registration Certificate of Establishment Form V	View Registration Certificate		
X. Challan Form	View Form V		

Make Payment

Registration No. SCA/2016/14/616751
Amount 1000
Payment Mode Online

[Online Payment](#) [Cancel](#)

Audit Trail

User Name	Action	Detail	Date & Time
Gopal Lal Meena(Labour Inspector)	Payment required for Renewal		29 Jun 2016 13:50:22 (0 day)
Kailash Chandra Sharma(LDC/UDC)	Application marked to Gopal Lal Meena(Labour Inspector)		29 Jun 2016 13:41:30 (0 day)
ashish punia(Citizen)	Request for Renewal		29 Jun 2016 13:28:52 (1 day)

LAN Messenger De Wednesday

Step-10: Citizen is taken to the payment gateway, where he could make the payment as shown in figure below

Government of Rajasthan
Department of Information Technology & Communication

E-mitra Payment Gateway

Transaction Reference Number	SCA/2016/14/9467512
Transaction Amount(in Rs.)	1005/- INR Only
Transaction Date & Time	Wed Jun 29 13:46:40 IST 2016
Select Bank	SBI Net Banking

Pay

All additional transaction processing charges & taxes levied by banks or PG will be borne by the Customer.

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Step-11: After the payment of fees, the registration shall be renewed for the desired period. The certificate could be downloaded in the same manner as in the case of Registration.

(Note: The procedure of registration and renewal of all the acts of labour department are the same, but the registration/renewal forms of all the acts are different. (The above procedure is an example of registration/renewal of Rajasthan Shops and Commercial Establishment Acts, 1958))