

USER MANUAL SERVICE –

Registration/Renewal of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970

User Walkthrough for Application Procedure for Registration under all Labour Acts

Application Procedure for Registration under all Labour Acts (Procedure is illustrated for Registration/License for Rajasthan Shops & Commercial Establishment Act, 1958 only. For Registrations/Licenses for Contractors & Principal Employers under provision of The Contracts Labour (Regulation and Abolition) Act, 1970, Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 , Registration of establishment under the Inter State Migrant workmen(RE&CS) Act, 1979 & their Renewals, the procedure is same)

Step 1 - Visit RAJNIVESH Website: <https://rajnivesh.rajasthan.gov.in/>

Home Services Information About Us Get In Touch Useful Contacts FAQ Feedback Query Sign In


सत्यमेव जयते
RAJ NIVESH
Your One-Stop-Shop for Investments
Government of Rajasthan

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Step 2 – Click on Sign in

The screenshot shows the homepage of the RAJ NIVESH website. At the top, there is a navigation menu with links: Home, Services, Information, About Us, Get In Touch, Useful Contacts, FAQ, Feedback, Query, and Sign In. The main content area features the Government of Rajasthan emblem and the text "RAJ NIVESH Your One-Stop-Shop for Investments Government of Rajasthan". At the bottom, there is a footer with contact information and a copyright notice: "© DIRECT LINE: +91-141-2227899 (9:30 AM TO 6 PM - IST; MONDAY TO FRIDAY). SITE DESIGNED, DEVELOPED & HOSTED BY DEPARTMENT OF INFORMATION TECHNOLOGY & COMMUNICATION, GOVT. OF RAJASTHAN." There are also links for "Policy" and "Sitemap".

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

The screenshot shows the Rajasthan Single Sign On (SSO) login window. The header includes the "Rajasthan Single Sign On v32.3" logo and the text "One Digital Identity for all Applications". There are tabs for "Login" and "Registration". The login form contains fields for "Digital Identity (SSOID/ Username)", "Password", and a CAPTCHA field with the text "1 8 3 4 8 0 Enter Captcha". Below the form is a "Login" button. There is also an "OR" option and logos for "Login With", "Mint Penchaan", and "e-Pramaan". At the bottom, there is a cookie consent banner with the text "This website uses 'Cookies' to give you the best and most personalized experience and to improve the site performance. 'Cookies' are simple text files which safely resides on your computer. आपको सर्वोत्तम एवं संबंधित अनुभव देने एवं साईट के बेहतर सम्पादन के लिए यह वेबसाइट 'कुकीज़' का उपयोग करती है। 'कुकीज़' एक टेक्स्ट फाइल है जो कि आपके कंप्यूटर पर ही सुरक्षित रहती है।" and an "Accept" button. The footer contains site information, helpdesk details, and visitor statistics: "#Visitors: 1,80,98,285 | #e-Pramaan: 3,41,34".

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.

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Government of Rajasthan

DASHBOARD

I want to submit a new application

8 Applied Applications

6 Approved Applications

2 Rejected Applications

0 Pending (Dept.) Applications

0 Pending (With Me) Applications

Application Details

Show Rows: 10

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/ (24/06/2016 05:20 PM)		JAIPUR		ACCEPTED (24/06/2016 05:20 PM)	
2	LABOUR	Registration under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/ (28/06/2016 04:38 PM)		JAIPUR		ACCEPTED (29/06/2016 10:22 AM)	
3	LABOUR	Registration under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/ (28/06/2016 04:51 PM)		JAIPUR		REJECTED (04/07/2016 11:46 AM)	
4	LABOUR	Registration under Contract Labour (Regulation And Abolition) Act, 1970 (Contractor)	CLC/2016/14/ (29/06/2016 10:05 AM)		JAIPUR		ACCEPTED (29/06/2016 12:41 PM)	
5	LABOUR	Renewal under Rajasthan Shops And Commercial Establishments Acts, 1958	SCA/2016/14/ (29/06/2016 11:44 AM)		JAIPUR		ACCEPTED (30/06/2016 12:35 PM)	

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

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DEPARTMENT/ SERVICES (CLICK DEPT. TO VIEW ITS ONLINE SERVICES)

- Department of Consumer Affairs [Legal Metrology]
- Energy
- Factories and Boilers Inspectorate
- Home
- Industries
- Labour
- Local Self Government (LSG)
- Medical & Health
- Public Health and Engineering Department (PHED)
- Public Works Department (PWD)
- Revenue
- Tourism
- Urban Development and Housing (UDH)

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

The screenshot displays the RAJ NIVESH portal interface. At the top, the logo for RAJ NIVESH is visible, along with the text "Your One-Stop-Shop for Investments" and "Government of Rajasthan". The main header area is titled "DEPARTMENT/ SERVICES (CLICK DEPT. TO VIEW ITS ONLINE SERVICES)" and contains four categories: Industries, Labour, Local Self Government (LSG), and Medical & Health. The Labour category is selected, leading to a table of services. Each service entry includes a description and an "Apply" button.

Service	Action
REGISTRATION UNDER BEEDI AND CIGAR WORKERS (CONDITION OF EMPLOYMENT) ACT, 1966	Apply
REGISTRATION UNDER BUILDING AND OTHER CONSTRUCTION WORKER'S WELFARE ACT, 1996	Apply
REGISTRATION UNDER CONTRACT LABOUR (REGULATION AND ABOLITION) ACT, 1970 (CONTRACTOR)	Apply
REGISTRATION UNDER CONTRACT LABOUR (REGULATION AND ABOLITION) ACT, 1970 (PRINCIPAL EMPLOYER)	Apply
REGISTRATION UNDER CONTRACT LABOUR (REGULATION AND ABOLITION) ACT, 1970 (PRINCIPAL EMPLOYER) TEMPORARY	Apply
REGISTRATION UNDER INTER-STATE MIGRANT WORKMEN (RE & CS) ACT, 1979 (CONTRACTOR)	Apply
REGISTRATION UNDER INTER-STATE MIGRANT WORKMEN (RE & CS) ACT, 1979 (PRINCIPAL EMPLOYER)	Apply
REGISTRATION UNDER MOTOR TRANSPORT WORKERS ACT, 1961	Apply
REGISTRATION UNDER RAJASTHAN SHOPS AND COMMERCIAL ESTABLISHMENTS ACTS, 1958	Apply
REGISTRATION UNDER TRADE UNIONS ACT, 1926	Apply
RENEWAL UNDER BEEDI AND CIGAR WORKERS (CONDITION OF EMPLOYMENT) ACT, 1966	Apply
RENEWAL UNDER CONTRACT LABOUR (REGULATION AND ABOLITION) ACT, 1970 (CONTRACTOR)	Apply
RENEWAL UNDER INTER-STATE MIGRANT WORKMEN (RE & CS) ACT, 1979 (CONTRACTOR)	Apply
RENEWAL UNDER MOTOR TRANSPORT WORKERS ACT, 1961	Apply
RENEWAL UNDER RAJASTHAN SHOPS AND COMMERCIAL ESTABLISHMENTS ACTS, 1958	Apply

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Step-7: Form will appear, fill the form and attach required documents and click n submit

Guidelines to fill the form						
1 Fields marked in (*) is mandatory						
2 Documents to be attached: Photo ID proof of the owner, Address proof of the owner and Scanned signature of the owner.						
Form 1 (See Rule 3) Registration of Establishments Employing Contract Labour Under The Contract Labour (Regulation And Abolition) Act, 1970						
1. Name of the Establishment *			2. Location of Establishment *			
Postal Address of the Establishment						
3. Plot No. *		4. Street *				
5. City *		6. District *		-- Select District --		
Details of Principal Employer						
7. Name of Principal Employer *						
8. Father's Name of Principal Employer (In case of individual)						
9. Nature of process, operation or work in which establishment is engaged *						
Address of The Principal Employer						
State *		Rajasthan				
10. Plot No.		11. Street				
12. City		13. District		-- Select District --		
Name and Address of the Manager						
State *		Rajasthan				
14. Name of Manager						
15. Plot No.		16. Street				
17. City		18. District		-- Select District --		
Contractor Details						
S.No.	Name of Contractor	Address of Contractor	Nature of Process	Contractor Labour to be employed	Estimated date of commencement of work	Date of termination of work
1			-- Select Nature of Work --			
						Delete
						Add
Attach Supporting Documents (Max Size : 450KB)						
19. Address Proof of the Establishment *			Choose File		No file chosen *	
20. Photo ID (For e.g., PAN Card, Driving License, Aadhar Card, Passport) *			Choose File		No file chosen *	
21. Signature and Stamp (Please scan and upload) *			Choose File		No file chosen *	
22. Name of Applicant						
23. Mobile Number (Only 10 Digits)						
24. Email						
25. Business Registration Number						
Generate Business Registration Number						
Labour Office Detail						
Labour Office			-- Select Office --			
Check the checkbox if you have contract for more than one district.						
<input type="checkbox"/> Is belong to Multiple District.						
Declaration						
<input type="checkbox"/> hereby declare that the particulars given above are true to the best of my knowledge and belief I herby declare that the particulars given above are true to the best of my knowledge and belief.						
Prove you'r not a robot			28031 			
Submit			Reset			

Step 8 - Submit the form and LDMS application number will be generated. Keep it safe for future reference (retrieving\tracking the application status.)

The screenshot shows the Department of Labour Government of Rajasthan website. The header includes the state emblem and the text 'DEPARTMENT OF LABOUR GOVERNMENT OF RAJASTHAN'. The navigation menu includes 'Home', 'Edit Profile', and 'Change Password'. A sidebar on the left lists various services like 'Registration/License', 'Register Complaint', 'Claim Filing', etc. The main content area displays a green message: 'THANK YOU FOR THE DETAILS' and a box with the following information:

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	[REDACTED]
Application number	00000000000000000000
Name of establishment	[REDACTED]
Date of application submission	06/02/2014
Pre-fixed time required for checking discrepancy	15 Days

A 'Print' button is located below the details box.

Step 9 - 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:

The screenshot shows the Government of Rajasthan Department of Labour website. The header includes the state emblem and the text 'Government of Rajasthan Department of Labour'. The navigation menu includes 'Home', 'Edit Profile', and 'Change Password'. The main content area displays a 'Registration' section with a dropdown menu for 'Select Act' and a 'Show' button. Below this is a table with the following data:

Application Number	Date of Application	Act Name	Name of Establishment	Application Status	Duration
[REDACTED]	29-06-2016	Rajasthan Shops And Commercial Establishments Acts, 1958	[REDACTED]	Pending at the level of Labour Inspector(O M)	3 (Days)

Step 10 - Upon clicking the application number below screen will 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
BCCW 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
2. Plot No.
3. Street
4. Area
5. Village / City
6. District

Postal Address of Establishment

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)

Establishment Details

14. Total no. of employees employed in Shop / Establishment
15. Whether any family member working in the establishment
16. Names of persons occupying position of management or employees engaged in confidential capacity
17. Rates of wages
18. Details of employees working in the establishment

Part II

19. Name of Place
20. Please mention the weekly off day
21. Employee Weekly Holidays

Form 7

Form 15

View Supporting Documents

22. Photo ID (For e.g., PAN Card, Driving License, Aadhar Card, Passport)
23. Affidavit
24. Address Proof of the Establishment
25. Copy of rent / ownership
26. Attach Form No. 1
27. Photo of the owner of Establishment
28. Photo of the Establishment

Check the box for Clarification

View Photo ID
View Affidavit
View Address Proof
View Copy of Rent
View Form No. 1

29. Name of Applicant
30. Mobile Number (Only 10 Digits)
31. Registration Period
33. Business Registration Number

Labour Office Detail

Labour Office
Back Clarification Payment Reject

Audit Trail

User Name	Action	Details	Date & Time
	Application marked to Gopal Lal Meena(Labour Inspector)		29 Jun 2016 14:29:42 (0 day)
	New Application		29 Jun 2016 10:57:45 (0 day)

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Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 9.1 Mozilla Firefox 3.5 version

Step 11 - If submitted application and attached documents are correct, user immediately receive the SMS/e-mail on your registered mobile number and registered email account for e-payment of prescribed fees. User can also settle 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

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

25. Registration Period* 3 Years

Labour Office Detail

Labour Office Jaipur

Field	Value	Download Certificate File	Uploaded File
Photo ID		Download Certificate File	
Address Proof		Download Certificate File	
Merchant		Download Certificate File	
Copy of rent/ownership		Download Certificate File	
Signature		Download Certificate File	
Photo of Owner		Download Certificate File	
Photo of Establishment		Download Certificate File	

21. View Chalan Download Chalan

Back Make Payment

Audit trail

User Name	Action	Detail	Date & Time
	Form Received. Sent back to citizen for making payment	Amount due Rs. 1000.00	20-Aug-2015 09:48:20 (8 days)
	Compliance made for the required certifications Form received with Prasad Kumar Gupta (Labour Inspector)		20-Aug-2015 09:41:57 (79 days)
	Application sent back to citizen for certification	Photo ID Address Proof Affidavit Copy of rent/ownership Signature Photo of Owner Photo of Establishment	02-Jun-2015 10:28:24 (31 days)
	Application marked to Prasad Kumar Gupta (Labour Inspector)		13-Apr-2015 18:14:43 (7 days)
	Form Application		06-Apr-2015 16:12:24 (8 days)

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 **Government of Rajasthan**
 Department of Information Technology & Communication

Entira Payment Gateway

Transaction Reference Number XXXXXXXXXX

Transaction Amount (INR) 1000/- INR Only

Transaction Date & Time Mon May 16 15:35:14 IST 2016

Select Bank SBBJ Net Banking

Pay

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

Step 13 - Certificate that will be downloaded from LDMS shall be as shown below:

**Government of Rajasthan
Department of Labour
CERTIFICATE OF REGISTRATION
FORM II**

See Rule 18(1)

Contract Labour (Regulation And Abolition) Act, 1970 (Principal Employer)

Registration No. :- CLPE/2019/14/ [REDACTED]

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, and the rules made thereunder, to :-

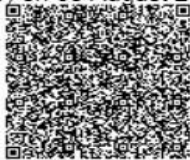
Contractor Detail

S.No.	Name of Contractor	Address of Contractor	Nature of work in which Contract Labour is employed	Maximum No. of Contract Labour to be Employed on any day through each contractor	Estimated Date of commencement of work	Estimated Date of Termination of employment of Contract Labour
1.	[REDACTED]	[REDACTED]	Loading / Unloading	30	01/04/2019	31/12/2019
2.	[REDACTED]	[REDACTED]	Packing	30	01/04/2019	31/12/2019
3.	[REDACTED]	[REDACTED]	Other	30	01/04/2019	31/12/2019

It is hereby certified that the establishment [REDACTED] JAIPUR, Jaipur, Rajasthan is registered under Contract Labour (Regulation And Abolition) Act, 1970 (Principal Employer) on 05 August 2019.



Seal



Signature Not Verified

Digitally signed by [REDACTED]

Date: 2019.08.05 16:44:44 IST

Reason: SelfAttested

Registering Officer

Contract Labour (Regulation and Abolition) Act, 1970 (Principal Employer), Rajasthan

Step 14 - Validity of this Certificate can be verified from <http://labour.rajasthan.gov.in/>



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

Verify Registration No./License No./Application Status	User Guide & Video Tutorials	
<input type="text" value="CLPE/2019/14/"/> <input type="button" value="Submit"/>	Suggestion/Feedback	Single Integrated Return

Registration/Renewal Procedure and Timeline	Inspection Procedure
Approval Procedure	Inspection Checklist
Fees and Checklist	Inspection Circular

Act Name:	The Contract Labour (Regulation and Abolition) Act, 1970 (Principal Employer)		
Registration No:	CLPE/2019/14/100001	Application Date:	20/06/2019
Name:		Status:	Valid
Valid Upto:	One Time Registration	Download Certificate	
How to Validate Signature			
<input type="button" value="Close"/>			

Mandate for deemed approval of the service

Government of Rajasthan

Labour Department

F20(1)Shram/LDMS(71)2023-00260

Jaipur, Date

Circular

Business Reforms Action Plan (BRAP) 2024 recommendations numbers 160, 163 and 166 envisage that under The Contract Labour (Regulation and Abolition) Act, 1970, The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 & Inter State Migrant Workmen (RE&CS) Act, 1979 respectively, license/registration/renewal of an establishment should be deemed to be auto generated if the application is not dealt within the prescribed time.

In this regard to make compliance of labour laws simpler, henceforth registration and renewal of establishments under the above mentioned Acts, if not completed within 15 days by the concerned official from the date of receipt of such application, then such license/ registration/ renewal of establishment shall be deemed to be issued and shall be auto generated.

(Karan Singh)

Labour Commissioner

Rajasthan

F20(1)Shram/LDMS(71)2023-00260

Jaipur, Date

C.C. to the following for information.

1. P.S. to Secretary, Department of Labour Govt. of Rajasthan.
2. P.S. to Commissioner, Department of Industries Govt. of Rajasthan.
3. P.S. to Commissioner, BIP Govt. of Rajasthan.
4. P.S. to Labour Commissioner, Govt. of Rajasthan.
5. To all officers of Labour Department Govt. of Rajasthan.
6. ACP IT CELL H.Q, Labour Department Govt. of Rajasthan.
7. Project Manager LDMS.

RajKaj Ref
8848607



Signature valid

Digitally signed by [Redacted]
Designation: Commissioner
Date: 2024.08.02 11:24:35 IST
Reason: Approve

