

REGISTRATION OF EMPLOYEE UNDER LABOR ACT

(USER-MANUAL)

DEPARTMENT OF INDUSTRIES

GOAP.

- To apply for Registration of employee under labor Act. the entrepreneur should apply through single deskportal
- Go to Apply for approvals in the home page as shown below and login with credentials

DEPARTMENT OF INDUSTRIES
GOVERNMENT OF ANDHRA PRADESH

INVESTOR HELP DESK (10:30 AM TO 5 PM IST)
(Monday To Friday) PHONE - 0866 2530665
singledesk-inds@ap.gov.in

day From 10:30 AM - 11:30 AM, Venue : Conference Hall, Commissioner of Industries, I Floor, Regional Printing Press, Mutyalampadu, Vijayawada

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Information wizard
Apply for Approvals
Apply for Industrial Incentives
Apply for Allotment of Raw Materials
SDP PERFORMANCE REPORT

After Successful login it will go to the entrepreneur dashboard then click on proceed to which ever industry you want to apply for Registration of employee under labor Act as shown below.

ENTREPRENEUR DASHBOARD

Sl. No	Organisation Name	Location	Sector	Line of Activity	Total No. of Applications				...
					Required	Approved	Rejected	Pending with Department	
1	praveen infra	Visakhapatnam	IT	IT-Infra	6	0	0	0	Proceed
2	Madhava Workshop	Anantapur	Leather	Leather footwear and leather products (excluding tanning and hide processing) (except cottage scale)...	7	0	0	0	Proceed
3	herbal plant	Visakhapatnam	Bulk Drugs, Pharmaceuticals	CHEMICALS AND ALLIED SUBSTANCES AND PRODUCTS	9	0	0	0	Proceed
4	Abids				0	0	0	0	Proceed

- Then click on Pre Operational Services and you will be redirected to below dashboard. Click on the link as shown below to apply for Registration under provision of contracts labor act. As shown below.

List of Pre-Operational clearances requiring only Common Application Form (CAF-II):
 (Click on the pdf image to download the Common Application Form) 

Sl. No.	Clearance Name	Application Filling Date	Department Received Date	Approval / Rejected Date	Status	File ID
1	Factory Registration/Licensing	-	-	-	Yet to Apply	
2	Occupancy certificate from Fire Services Department	-	-	-	Yet to Apply	
3	Boiler Renewal Certification (BLR1802382)	06-MAR-2019	-	-	Sent to Dept	
4	Registration of shops & establishments	-	-	-	Yet to Apply	
5	License for contractors under provision of The Contracts Labour Act	-	-	-	Yet to Apply	
6	Registration of establishments deploying inter-state migrant workmen	-	-	-	Yet to Apply	
7	Registration / Renewal of principal employers establishment under provision of The Contracts Labour Act	-	-	-	Yet to Apply	
8	NOC and License for storage of Petroleum, Diesel, LPG and Naptha	-	-	-	Yet to Apply	
9	Motor Transport Workers Act,1961	-	-	-	Yet to Apply	
10	Registration / Renewal under the Building and Other Construction Workers Act	-	-	-	Yet to Apply	
11	Payment of Gratuity Act,1972	-	-	-	Yet to Apply	

- The Single Desk Portal has been integrated with the mee-seva system of the Government of Andhra Pradesh for providing services of the Labor department through the Single Desk Portal. Upon selecting the LINK as indicated above, the system automatically routes the applicant to the mee-seva Labor Department Response system for competing the remaining application procedure without the need for a separate registration and login to the mee-seva System. The below application shows the required fields to be updated and after completing the application **CLICK-ON SHOW PAYMENT**. And proceed for payment to complete the total application which was shown below.

APPLICATION FOR INTEGRATED REGISTRATION OF ESTABLISHMENTS UNDER LABOUR LAWS (SECOND SCHEDULE [Sec.2(d) and Sec4(1)])- FORM A

Is Your Establishment An Industry? Yes No

Service Details

Service Details: **Service Type:** Fresh Registration / License

Are you Registered with AP innovation Society: Yes No

Area of Service: REGISTERING / LICENCING OFFICER WISE **Application No.:** IRE011900329773

Nature of Business/work/construction/activity/manufacture: Select

Registration/License Required Under

Registration/License Required Under:

AP Shops and ESTTS. Act 1988 Motor Transport Workers Act,1961 Contract Labour(R and A) Act,1970-Principal Employer

InterState Migrant Workmen(RE and CS)Act,1979-Principal Employer Building And Other Construction Workers(RE and CS)Act , 1996 Payment of Gratuity Act,1972

Beedi & Cigar Workers(COE)Act,1966 Contract Labour(R and A) Act,1970 (License of Contractor Establishment) Inter State Migrant Workmen(RE and CS)Act,1979 (License of Contractor Establishment)

PARTICULARS OF ESTABLISHMENT / EMPLOYER (COMMON UNDER ALL THE ACTS)

PARTICULARS OF ESTABLISHMENT / EMPLOYER (COMMON UNDER ALL THE ACTS):

ESTABLISHMENT DETAILS:

Name of Shop/Establishment: **Classification of Establishment:** Select

Category of Establishment: Select **Street/Door No.:**

Locality: **District:** Select

Mandal: Select **Village:** Select

Pin Code: **Mobile No.:**

Email:

Date of Commencement of Business/work/construction /activity: dd/mm/yyyy

Date of Completion of work/construction/activity(if): dd/mm/yyyy

Fresh Application Registration Valid Date is calculated for three financial years based on the Date of Commencement of Business/work/construction /activity

Employer, Managing partner or Managing Director as the case may be:

State: Select

Employer's Name: **Father/Husband's Name:**

District: Select **Mandal:** Select

Village: Select **Pincode:**

Mobile No.: **Designation:** Select

APPLICANT DETAILS

Applicant Details: Please Select If Present Address is Same as Employer, Managing partner or Managing Director

Applicant Details:

State: Select

Applicant's Name: **Father/Husband's Name:**

District: Select **Mandal:** Select

Village: Select **Pincode:**

Email: **Mobile No.:**

Relationship: Select

APPLICANT DECLARATION

Applicant Declaration:

I/we hereby declare that I/we have complied with all relevant provisions of the Labour Acts applicable to the establishment.In case the information furnished above is found to be false, misrepresented or suppressed any material information or evaded to furnish the information, I/we are liable for prosecution as per law besides cancellation of the registration/license granted. *

Application Received Date: 30/04/2019

[Show Payment](#)