

Central> Unified Registration for 5 labour acts - (ESIC, EPFO, BOCW, CLA, ISMW)

Description:-

This joined up service enables the applicant to fill a common form for 'ESIC, EPFO, BOCW, CLA, and ISMW' services and the same is then routed to the respective department for processing.

While applying for these services, eBiz reference number is generated which is used by the applicant for further tracking of application.

Once Common application form is sent to CLC dept. Department reviews the application form and approves/rejects the application or asks for resubmission. If application gets approved, department issues a 'Registration Letter' and sends to Business user via eBiz portal. Department also shares 'Registration Letter' physical copy with the Applicant.

Data from common application form for EPFO registration is extracted and sent to EPFO department. Department scrutinizes the application to check correctness of PAN. If PAN details are found to be correct then department issues an 'Establishment Registration number' and communicates to Business user via eBiz portal. Department also shares 'Code allotment letter' (which contains 'Establishment Registration number') with eBiz, so that Business user can download it for future reference.

Data from common application form for ESIC application is extracted and sent to ESIC system, where process of generation of registration code number, Acknowledgement letter/ Registration Certificate, TIC numbers is executed. The generated letter is then forwarded to Business User on eBiz portal via NSDG.

Prerequisites:-

Before applying for registration, applicant needs to obtain following documents:

- Details of the factory / establishment
- Identifiers provided by other Government agencies where applicable
- Power connection details
- Proof of address
- Details of licenses obtained.
- Details about principal employer.
- Office location details
- Ownership details
- Details of manager / occupier
- Details of work / location of work
- Particulars of contractors
- Details of lease if any
- Brief abstract of workers' data
- Wage details for ESIC
- Insured persons' particulars for ESIC
- Bank details of employees
- Bank details for unit
- Copy of PAN of the factory / establishment if applying for EPFO
- Copy of agreement if applying for EPFO
- Copy of disability certificate if applying for ESIC
- Scanned image of cheque if applying for EPFO

Payment Details:-

The payments collected through the eBiz Portal will include the department fee as applicable and ebiz service charge. The departmental fees against number of workmen is shown as below:

Fees to be paid for registration under Contract Labour Act

If the number of workmen proposed to be employed on contract on any day-

(a) is 20 (should not be less than 20)	Rs.60
(b) exceeds 20 but does not exceed 50	Rs.150
(c) exceeds 50 but does not exceed 100	Rs.300
(d) exceeds 100 but does not exceed 200	Rs.600
(e) exceeds 200 but does not exceed 400	Rs.1200
(f) exceeds 400	Rs.1500

Building & Other Construction, Rules, 1998

If the number of workers proposed to be employed as building workers, for a building or other construction work on one day-

(a) exceeds 9 but does not exceed 100	Rs. 100
(b) exceeds 100 but does not exceed 500	Rs. 500
(c) exceeds 500	Rs. 1000

Inter-state Migrant Workers Act

The fees to be paid for the grant of certificate of registration of an establishment under Section 7, shall be as specified below:-

If the Number of migrant workmen proposed to be employed in the establishment on any day-

(a) exceeds 4 but does not exceed 20	Rs.60
(b) exceeds 20 but does not exceed 50	Rs.150
(c) exceeds 50 but does not exceed 100	Rs.300
(d) exceeds 100 but does not exceed 200	Rs.600
(e) exceeds 200 but does not exceed 400	Rs.1200
(f) exceeds 400	Rs.1500

No fee is charged for ESIC and EPFO services. Applicant is asked to pay only nominal eBiz transaction fee while submitting application form on eBiz portal.

Service Window:-

Applicant can apply for unified registration for labour acts at any time of the year.

Processing Steps:-

Application, once submitted will flow through following status before request is completed. Applicant can use this information to track status of his application.

Status for services under CLC -

1. Initial Payment Pending
2. Initial Payment Initiated
3. Submitted
4. Registration Approved
5. Registration Rejected
6. Resubmission Required*
7. Resubmission Complete

Status for services under EPFO-

1. Initial Payment Pending
2. Initial Payment Initiated
3. Submitted
4. Resubmission Required*
5. Resubmission Complete
6. Acknowledgement receipt received
7. Application Rejected
8. Registration number received
9. Allotment letter

Status for services under ESIC-

1. Initial Payment Pending
2. Initial Payment Initiated
3. Submitted
4. Application Registered
5. Resubmission Required*
6. Resubmission Complete
7. Registration Certificate
8. Temporary Identity Card Number's
9. Registration Confirmed
- 10.Registration Cancelled

*Note: Items marked with * are status in certain exception flows. Your application may not necessarily pass through these status during processing.*

Department Details:

Employees' State Insurance Corporation (ESIC)

E-mail Address:<http://esic.in>

Contact Department Address:

Employees' State Insurance Corporation
Panchdeep Bhawan

Comrade Inderjeet Gupta (CIG) Marg,
New Delhi - 110 002
Contact Number: +91 - 11-23234092, 23234093, 23234098
Fax Number: +91-11-23234537
E-mail Address:esic-hqrs@esic.in

Employees' Provident Fund Organization (EPFO)
E-mail Address:onlinecode@epfindia.gov.in
Contact Department Address:
14, Bhikaiji Cama Place,
Bhavishya Nidhi Bhawan, New Delhi-110 066
India

Chief Labour Commissioner (CLC) Services
E-mail Address:<http://clc.gov.in/>
Contact Department Address:
Ministry of Labour and Employment
Shram Shakti Bhawan
Rafi Marg, New Delhi-110001