

8	To be signed by the Licensing Authority and return to Section	1 Day	Chief Labour Officer/ Labour Officer
9	Delivery of certificate to applicant	1 Day	Dealing Clerk
10	If found not satisfactory, observations to be communicated to concerned Inspector	3 Days	Chief Labour Officer/ Labour Officer
11	Views of the Authority to be communicated to applicant by the Inspector Concerned.	2 Days	Labour Inspector
12	Submission of documents required if any to the concern Inspector	Time taken for submission will beyond timeline	Applicants
13	After resubmission of documents to be send Licensing Authority	2 Days	Labour Inspector
14	If Satisfied, Registration to be granted	3 days	Chief Labour Officer/ Labour Officer
15	For Renewal of Contract Labour License	15 Days	Dealing Clerk, Inspector, Chief Labour Officer/ Labour Officer

GOVERNMENT OF TRIPURA
LABOUR DEPARTMENT
AGARTALA.

F. NO.27 (131)-LAB/LGW/2016/LOOSE/2054-2104 Dated, Agartala, the 25th Jan, 2017.

NOTIFICATION

WHEREAS, "EASE OF DOING BUSINESS" is a priority of the State Government;
AND WHEREAS , there is a need to define clear timelines for approval of Registration Certificate and Service procedures for obtaining the Certificate under the provision of the Building and Other Construction Workers' Welfare (Regulation of Employment and Condition of Services) Act, 1996.

Now, considering all aspects, it is ordered that all the Registering Authority should issue the required Registration Certificate within 30 (thirty) days from the date of receipt of the application in complete manner or may ask for additional documents/ records or reject the application with intimation to the applicant, showing proper reason under the provisions of the Building and Other Construction Workers' Welfare (Regulation of Employment and Condition of Services)Act, 1996.

The Service procedures is enclosed.

This will take effect from the date of its publication in official Gazette.

S. K. Das

Addl. Secretary to the
Government of Tripura.

SERVICES TO CITIZEN

LABOUR DIRECTORATE, LABOUR DEPARTMENT,
GOVERNMENT OF TRIPURA.

SERVICE PROCEDURES FOR REGISTRASTION UNDER BUILDING & OTHER CONSTRUCTION WORKERS' WELFARE ACT.

Name of the Department	Labour Directorate, Labour Department, Government of Tripura
Communication Address	Labour Directorate, 1st Floor Old AMC Building, Jackson Gate Agartala, Tripura, Pin-799001 Website:- www.labour.tripura.gov.in Phone:- 03812383261 E-mail:- 1ctripura.agt@gmail.com Fax:- 03812382061
Name of the Service	Registration under the Building & Other Construction Workers' Welfare (RECS) Act, 1996
Procedure	i). Applicant is to submit the application Form (form-1) in triplicate along with required documents, treasury challan of fee deposited to the Concerned office. ii). Acknowledgement will be issued on received of application. iii). Verification of the document & Spot Inspection. iv). After having satisfaction, application with its enclosures will be forwarded to the Registering Authority. v). Any dissatisfaction with application to be communicated to the applicant. vi). Received corrected application submitted to Registering Authority. vii). Registration issued.
Documents to be submitted with application	i). Registration fee deposit through treasury Challan Original. ii). PAN Card copy iii). In case of partner- partnership deed iv). In case of Government Department - Government order v). Proof of Establishment vi). Copy of muster Roll showing of Building workers

