

**The**  
**Kolkata**  **Gazette**  
सत्यमेव जयते

*Extraordinary*  
Published by Authority

PAUSA 14]

MONDAY, JANUARY 4, 2021

[SAKA 1942

PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

**GOVERNMENT OF WEST BENGAL**  
**Labour Department**  
**New Secretariat Buildings (12<sup>th</sup> Floor), 'A'-Block**  
**1, K. S. Roy Road, Kolkata - 700 001**

No. Labr./1697/Estt.  
IR/3C-04/2015

Date: 01.12.2020

**NOTIFICATION**

WHEREAS, the Governor is of the opinion that it is necessary and expedient to rationalise compliance burden on business entities to improve ease of doing business in the state;

AND WHEREAS, process re-engineering and e-governance solutions have been undertaken by the State Government to ensure transparency and to enable a conducive business environment in the state;

Now, THEREFORE, the Governor is pleased to introduce and allow "non-discretionary auto-renewal" in respect of (i) licences granted under The Factories Act, 1948 (ii) licences granted to the contractors under The Contract Labour (Regulation and Abolition) Act, 1970 and (iii) licences granted to the contractors under The Inter State Migrant Workmen (RE&CS) Act, 1979 through the online portal, with immediate effect, on payment of prescribed licence fees online, based on self-certification where there is no change in parameters/database as recorded in the last online application.

By order of the Governor,

AJIT RANJAN BARDHAN, IAS  
*Additional Chief Secretary to the Government of  
West Bengal*

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**Labour Department**  
**New Secretariat Buildings (12<sup>th</sup> Floor), 'A'-Block**  
**1, K. S. Ropy Road, Kolkata - 700 001**

No. Labr./1698/Estt.  
IR/3C-04/2015

Date: 01.12.2020

**NOTIFICATION**

WHEREAS, the Government of West Bengal publishes draft notification of rules or their amendments proposals in the Official Gazette before their enactment seeking opinion of the persons interested in accordance with the provisions contained in the relevant statute;

AND WHEREAS, to ensure transparency and people's participation in the Governance and also to bring ease in doing business in the state, it would be pertinent to publish all the proposals with regard to enactment of new Acts, rules, regulations or amendment of the existing Acts, rules, regulation prior to their enactment in the public domain as part of Pre-Legislation consultation policy for the information of all persons and to receive their comments/opinions;

Now, THEREFORE, the Governor is pleased to decide that henceforth all the proposal with regard to enactment of new Acts rules, regulations or amendment of the existing Acts, rules, regulations along with its objectives shall also be published in the official portal of this Department to enable the persons interested to submit their comments/opinions in the portal within a period of thirty days from the date of its publication.

The Governor is further pleased to declare that the decision so taken after considering the comments/opinions, so received in respect of the said proposal shall also be published in the said portal.

- ii) This notification shall come into force on the date of its publication in the Official Gazette.

By order of the Governor,

AJIT RANJAN BARDHAN, IAS  
*Additional Chief Secretary to the Government of  
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**Labour Department**

**New Secretariat Buildings (12<sup>th</sup> Floor), 'A'-Block  
1, K. S. Roy Road, Kolkata - 700 001**

No. Labr./1699/Estt.  
IR/3C-04/2015

Date: 01.12.2020

**NOTIFICATION**

**Sub: Digital Maintenance of Records and Registers in Online Platform under various Labour Laws**

WHEREAS, a number of registers and records are required to be maintained under various labour laws administered by Government of West Bengal;

AND WHEREAS, these Records and Registers are required to be submitted/produced from time to time by the Business Entities to the authorities physically and/or digitally under various labour laws;

AND WHEREAS, it is recommended in State Business Reform Action Plan, 2021 to ensure provision of maintaining online / digital registers and records under all labour laws applicable in the state;

AND WHEREAS, as per Section 4 of the Information Technology Act, 2000 maintenance of such records and registers shall be deemed to have been satisfied if such information or matter is rendered or made available in electronic form and accessible so as to be usable for a subsequent reference which are required to be maintained in writing or in the typewritten or printed form under the provisions of extant laws;

Now, THEREFORE, the Governor in accordance with section 4 read with section 81 of the Information Technology Act, 2000, is pleased to allow maintenance of all statutory registers and records required under various labour laws to be stored online and/or in Digital Platform. The registers and records so maintained shall be subject to scrutiny and inspection by authorities as and when required under the relevant Acts and Rules. This would bring in convenience and ease in doing business in the State.

This notification will take immediate effect.

By order of the Governor,

AJIT RANJAN BARDHAN, IAS  
Additional Chief Secretary to the Government of  
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1, K. S. Roy Road, Kolkata - 700 001**

No. Labr./1701/Estt.  
IR/3C-04/2015

Date: 01.12.2020

**NOTIFICATION**

WHEREAS, the Government of West Bengal has taken many reform measures under the tenets of Ease of Doing Business in the state to encourage investment in various sectors;

WHEREAS, the Business entities are required to obtain certificate of enlistment (commonly referred to as the trade license) from the Kolkata Municipal Corporation (KMC) in their notified area;

AND WHEREAS, such business entities are also required to register under the West Bengal Shops and Establishments Act, 1963 and Rules framed thereunder (commonly referred to as the Shop License);

And WHEREAS, the eligible and willing applicants are required to apply separately for obtaining the above-mentioned approval certificates in two different portals adding to their hassles;

Now, THEREFORE, with a view to ease the process and enable business entities to obtain a single certificate for Trade License and registration of Shop License, the Governor is pleased to allow single online application & issuance of a single registration certificate for the aforesaid two services after payment of requisite fees.

This order will take immediate effect.

By order of the Governor,

AJIT RANJAN BARDHAN, IAS  
Additional Chief Secretary to the Government of  
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1, K. S. Roy Road, Kolkata - 700 001

No. Labr/194/Gen(RTI/RTPS)  
G/3A-20/2014

Kolkata, dated 01.12.2020

**NOTIFICATION**

In exercise of the power conferred by section 3 of the West Bengal Right to Public Services Act, 2013, and in partial modification of Notification No. 1688/48 dated. 11.06.2015 and in supersession of Notification No. Labr./235/Gen(RTPS)/G/3A-20/2014 dated 04-07-2017 and Labr./290/Gen.(RTPS)/G/3A-20/2014, the Governor is pleased to specify the services along with the fresh stipulated time limit for rendering the services, the Designated Officer responsible for providing the services, the Appellate Officer and the Reviewing Officer under Labour Department, Government of West Bengal which are as follows: –

**A. Labour Commissionerate, West Bengal**

Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
1.	Registration of Establishment of Principal Employer and Amendment of Certificate of Registration under Contract Labour (Regulation of Abolition) Act, 1970 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Registering Officer under the Act in the respective area	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days



Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
2.	Licensing of Contractors and Amendment thereof under Contract Labour (Regulation and Abolition) Act, 1970 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Licensing Officer under the Act in the respective area	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days
3.	Renewal of License issued to Contractors under Contract Labour (Regulation and Abolition) Act, 1970 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Licensing Officer under the Act in the respective area	Real Time	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	30 Days	Labour Commissioner	60 Days
4.	Registration of Shops and Establishment under the West Bengal Shops & Establishments Act, 1963 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as registering Authority under the Act in the respective area	Real Time	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	30 Days	Labour Commissioner	60 Days
5.	Renewal of Certificate of registration under the West Bengal Shops & Establishments Act, 1963 and Rules Framed thereunder	Assistant Labour Commissioner/ deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Registering Authority under the Act in the respective area	Real Time	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	30 Days	Labour Commissioner	60 Days



Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
6.	Change in Certificate of Registration under the West Bengal Shops & Establishments Act, 1963 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Registering Authority under the Act in the respective area	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days
7.	Registration of establishment and amendment of certificate of registration under the Buildings and others Construction workers (Regulation of Employment and conditions of services) Act, 1996 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Registering Officer under the Act in the respective area	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days
8.	Registration of Establishment of Principal Employer and amendment of certificate of Registration under the Inter-State Migrant Workmen (Regulation of Employment and Condition of Services) Act, 1979 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Registering Officer under the Act in the respective area	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days
9.	licensing of Contractors and Amendment thereof under the Inter-State Migrant workmen (Regulation of Employment and condition of services) Act, 1979 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) functioning as Licensing Officer under the Act in the respective area	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days



Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
10.	Renewal of Licences under the Inter-State Migrant workmen (Regulation of Employment and condition of services) Act. 1979 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P), Joint Labour Commissioner (P) functioning as Licensing Officer under the Act in the respective area	Real Time	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	30 Days	Labour Commissioner	60 Days
11.	Registration of the Motor Transport undertakings and Amendment and Renewal of Certificate of Registration under the Motor Transport and Workers Act. 1961 and Rules framed thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) working in the functional capacity of Assistant Labour Commissioner	30 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days
12.	Licensing of Industrial Premises and Renewal of Licenses under the Beedi and Cigar Workers (Conditions of Employment) Act. 1966 and Rules thereunder	Assistant Labour Commissioner/ Deputy Labour Commissioner (P)/ Joint Labour Commissioner (P) working in the functional capacity of Assistant Labour Commissioner	60 Days	Deputy Labour Commissioner/ Joint Labour Commissioner (P)/ Additional Labour Commissioner (P) working in the functional capacity of Deputy Labour Commissioner in the respective area	45 Days	Labour Commissioner	60 Days
13.	Issuance of Registration Certificate as per the Trade Unions Act. 1926 to the applicant Trade Unions	Registrar of Trade Union	42 Days	Labour Commissioner	45 Days	Secretary/ Principal Secretary/ Additional Chief Secretary, Labour Department	60 Days



**B. Directorate of Boilers, West Bengal**

Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
1.	Issuance of provisional order of Boiler under Form V / Economiser under Form X (Registration and Renewal)	Assistant Director of Boilers/Deputy Director of Boilers as applicable.	15 Days after satisfactory inspection	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
2.	Issuance of Final Certificate of Boiler under Form VI / Economiser under Form XI (Registration and Renewal)	Assistant Director of Boilers/Deputy Director of Boilers as applicable.	6 months after satisfactory inspection	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
3.	Examination of Boiler/ Economiser under Registration.	Assistant Director of Boilers/Deputy Director of Boilers as applicable.	30 Days from the date of receipt of the application for Registration	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
4.	Inspection of Boiler/ Economiser for renewal of certificates	Assistant Director of Boilers/Deputy Director of Boilers as applicable.	15 Days from the date of receipt of the application	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
5.	Issuance of Certificates of Boilers Economiser their components, etc. during manufacturing.	Assistant Director of Boilers/Dy. Director of Boilers as applicable.	30 Days after submission of complete authentic documents and fees.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
6.	Examination and approval of Drawings.	Assistant Director of Boilers/ Dy. Director of Boilers as applicable.	45 Days after submission of complete authentic drawings, documents and fees.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days



Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
7.	Change of Ownership of Boilers/ Economiser.	Assistant Director of Boilers/ Dy. Director of Boilers as applicable.	60 Days after submission of complete authentic documents and fees.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
8.	Approval of Repairer/Erector /Manufacturer of Boiler and Pipe Line and Renewal thereof / Endorsement of Repairer/Erector of Boiler and Pipe Line.	Assistant Director of Boilers/ Dy. Director of Boilers as applicable.	30 Days after submission of complete authentic documents and fees.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
9.	Registration of Steam and Feed Pipe Lines.	Assistant Director of Boilers/ Dy. Director of Boilers as applicable.	30 Days after submission of complete authentic documents and fees.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
10.	Testing of Materials at Testing Laboratory.	Inspecting Officer/ Superintendent of Testing Laboratory.	7 Days after completion of testing.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
11.	Issuance of Erection Certificate of Boilers/ Economiser.	Assistant Director of Boilers/Dy. Director of Boilers as applicable.	30 Days after completion of hydraulic test of Boilers/ Economiser.	Joint Director of Boilers	45 Days	Director of Boilers	60 Days
<b>C. Directorate of Factories, West Bengal</b>							
1.	Approval of Factory Plan	Inspectors of Factories, West Bengal	50 Days	Joint Chief Inspector of Factories, West Bengal	45 Days	Chief Inspector of Factories, West Bengal	60 Days
2.	Registration and Grant of License under the Factories Act. 1948	Inspectors of Factories, West Bengal	65 Days	Joint Chief Inspector of Factories, West Bengal	45 Days	Chief Inspector of Factories, West Bengal	60 Days



Sl. No.	Services	Designated Officer	Stipulated time limit	Appellate Officer		Reviewing Officer	
				Designation	Stipulated time limit	Designation	Stipulated time limit
3a.	Renewal of Factories (Auto Renewal)			Real Time			
3b.	Amendment Transfer of License under the Factories Act, 1948 and Rules framed thereunder	Inspectors of Factories, West Bengal	90 Days	Joint Chief Inspector of Factories, West Bengal	45 Days	Chief Inspector of Factories, West Bengal	60 Days

ii). This notification shall come into effect on the date of its publication in the official Gazette.

By order of the Governor,

A. R. BARDHAN, IAS  
*Additional Chief Secretary to the Government of  
 West Bengal*