



Government of West Bengal
Labour Department

New Secretariat Buildings (12th Floor), 'A'-Block, 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 and 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 |
| 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 |

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| 4 | Registration of shops and Establishments 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 |
| 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 |

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| 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 |
| 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 |

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| 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 | 45Days | Director of Boilers | 60Days |
| 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 | 45Days | Director of Boilers | 60Days |
| 3 | Examination of Boiler/Economiser under Registration. | Assistant Director of Boilers/Deputy Director of Boilers as applicable. | 30Days from the date of receipt of the application for Registration | Joint Director of Boilers | 45Days | Director of Boilers | 60Days |

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| 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 | 45Days | Director of Boilers | 60Days |
| 5 | Issuance of Certificate 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 | 45Days | Director of Boilers | 60Days |
| 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 | 45Days | Director of Boilers | 60Days |
| 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 | 45Days | Director of Boilers | 60Days |
| 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 | 45Days | Director of Boilers | 60Days |
| 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 |

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| 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 |
| C. Directorate of Factories, West Bengal | | | | | | | |
| 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 |
| 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,

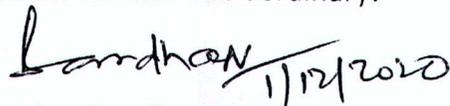


(A. R. Bardhan, IAS)

Addl. Chief Secretary to the Government of West Bengal

ORDERED THAT

This Notification be published in The Kolkata Gazette Extraordinary.



Ajit Ranjan Bardhan, IAS

Additional Chief Secretary to the
Government of West Bengal

No: Labr/14/1(1)/Gen(RTI/RTPS)

Date: 01.12.2020

Copy of the Notification forwarded to the Managing Director, Saraswati Press Limited, 32, APC Road, Kolkata-700009, with the request to publish this Notification in the Kolkata Gazette Extraordinary and send 50(Fifty) copies of the same to this Department for official use.



Ajit Ranjan Bardhan, IAS
Additional Chief Secretary
to the Government of West Bengal

No. Labr/194/2(2)/Gen(RTI/RTPS)

Date: 01.12.2020

Copy forwarded for kind information to:-

1. The Principal Secretary, Consumer Affairs Department, West Bengal.
2. The Principal Secretary, Micro, Small, and Medium Enterprise & Textiles Department.



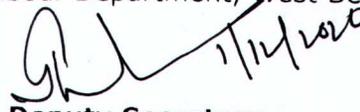
Deputy Secretary
to the Government of West Bengal

No. Labr/194/3(2)/Gen(RTI/RTPS)

Date: 01.12.2020

Copy forwarded for kind information to:-

- 1.P.S. TO Hon'ble Minister-in-charge, Labour Department, West Bengal.
2. P.A./ P.S. to Additional Chief Secretary, Labour Department, West Bengal.



Deputy Secretary
to the Government of West Bengal

No. Labr/194/4(10)/Gen(RTI/RTPS)

Date: 01.12.2020

Copy forwarded for kind information to:-

1. The Labour Commissioner, West Bengal.

For wide publicity and immediate compliance of the revised time limit

2. The Director, Directorate of Boilers, West Bengal.

For wide publicity and immediate compliance of the revised time limit

3. The Director, Directorate of Employment, West Bengal.

For wide publicity and immediate compliance of the revised time limit

4. The Director, Directorate of ESI (MB), West Bengal.

5. The Judge-in-Charge, Director of Industrial Tribunals.

6. The Commissioner, Employees Compensation, West Bengal.

7. The Judge, Employees Insurance Court.

8. The Chief Inspector of Factories, West Bengal.

9. The Commissioner, West Bengal Labour Welfare Board.

10. IT Cell, Labour Department for uploading the Notification on the website of the Labour Department.



**Deputy Secretary
to the Government of West Bengal**