

THE CONTRACT LABOUR (REGULATION AND ABOLITION) ACT, 1970¹

(NO. 37 OF 1970)

[5th September 1970]

An Act to regulate the employment of contract labour in certain establishments and to provide for its abolition in certain circumstances and for matters connected therewith.

Be it enacted by Parliament in the Twenty-first Year of the Republic of India as follows:-

CHAPTER I PRELIMINARY

1. Short title, extent, commencement and application.-(1) This Act may be called the Contract Labour (Regulation and Abolition) Act, 1970.

(2) It extends to the whole of India.

(3) It shall come into force on such date² as the Central Government may, by notification in the Official Gazette, appoint and different dates may be appointed for different provisions of this Act.

(4) It applies-

- (a) to every establishment in which twenty or more workmen are employed or were employed on any day of the preceding twelve months as contract labour;
- (b) to every contractor who employs or who employed on any day of the preceding twelve months twenty or more workmen:

Provided that the appropriate Government may, after giving not less than two months' notice of its intention so to do, by notification in the Official Gazette, apply the provisions of this Act to any establishment or contractor employing such number of workmen less than twenty as may be specified in the notification.

(5)(a) It shall not apply to establishments in which work only of an intermittent or casual nature is performed.

(b) If a question arises whether work performed in an establishment is of an intermittent or casual nature, the appropriate Government shall decide that question after consultation with the Central Board or, as the case may be, a State Board, and its decision shall be final.

Explanation.- For the purpose of this sub-section, work performed in an establishment shall not be deemed to be of an intermittent nature-

- (i) if it was performed for more than one hundred and twenty days in the preceding twelve months, or
- (ii) if it is of a seasonal character and is performed for more than sixty days in a year.

2. Definitions.- (1) In this Act, unless the context otherwise requires,-

- ³(a) "appropriate Government" means,-

1 Received the assent of the President on 5.9.1970 and published in the Gazette of India, Ext., Pt. II, S. 1, dated 7-9-1970.

2 Brought into force on 10-2-1971.

3 Subs. by Act 14 of 1986, S. 2, for Cl. (a) (w.r.e.f.) 28.1.1986.

- (i) in relation to an establishment in respect of which the appropriate Government under the Industrial Disputes Act, 1947,(14 of 1947) is the Central Government, the Central Government;
 - (ii) in relation to any other establishment, the Government of the State in which that other establishment is situated;]
 - (b) a workman shall be deemed to be employed as "contract labour" in or in connection with the work of an establishment when he is hired in or in connection with such work by or through a contractor, with or without the knowledge of the principal employer;
 - (c) "contractor", in relation to an establishment, means a person who undertakes to produce a given result for the establishment, other than a mere supply of goods or articles of manufacture to such establishment, through contract labour or who supplies contract labour for any work of the establishment and includes a sub-contractor;
 - (d) "controlled industry" means any industry the control of which by the Union has been declared by any Central Act to be expedient in the public interest;
 - (e) "establishment" means-
 - (i) any office or department of the Government or a local authority; or
 - (ii) any place where any industry, trade, business, manufacture or occupation is carried on;
 - (f) "prescribed" means prescribed by rules made under this Act;
 - (g) "principal employer" means,-
 - (i) in relation to any office or department of the Government or a local authority, the head of that office or department or such other officer as the Government or the local authority, as the case may be, may specify in this behalf,
 - (ii) in a factory, the owner or occupier of the factory and where a person has been named as the manager of the factory under the Factories Act, 1948,(63 of 1948) the person so named,
 - (iii) in a mine, the owner or agent of the mine and where a person has been named as the manager of the mine, the person so named,
 - (iv) in any other establishment, any person responsible for the supervision and control of the establishment.
- Explanation.-* For the purpose of sub-clause(iii) of this clause, the expressions "mine", "owner" and "agent" shall have the meanings respectively assigned to them in clause(j), clause(i) and clause(c) of Sub-section(1) of Section 2 of the Mines Act, 1952 (35 of 1952);
- (h) "wages" shall have the meaning assigned to it in clause (vi) of Section 2 of the Payment of Wages Act, 1936 (4 of 1936);
 - (i) "workman" means any person employed in or in connection with the work of any establishment to do any skilled, semi-skilled or

un-skilled manual, supervisory, technical or clerical work for hire or reward, whether the terms of employment be express or implied, but does not include any such person-

- (A) who is employed mainly in a managerial or administrative capacity; or
- (B) Who, being employed in a supervisory capacity draws wages exceeding five hundred rupees per mensem or exercises, either by the nature of the duties attached to the office or by reason of the powers vested in him, functions mainly of a managerial nature; or
- (C) who is an out-worker, that is to say, a person to whom any articles or materials are given out by or on behalf of the principal employer to be made up, cleaned, washed, altered, ornamented, finished, repaired, adapted or otherwise processed for sale for the purposes of the trade or business of the principal employer and the process is to be carried out either in the home of the out-worker or in some other premises, not being premises under the control and management of the principal employer.

(2) Any reference in this Act to a law which is not in force in the State of Jammu and Kashmir shall, in relation to that State, be construed as a reference to the corresponding law, if any, in force in that State.

CHAPTER II

THE ADVISORY BOARDS

3. Central Advisory Board.-(1) The Central Government shall, as soon as may be, constitute a board to be called the Central Advisory Contract Labour Board (hereinafter referred to as the Central Board) to advise the Central Government on such matters arising out of the administration of this Act as may be referred to it and to carry out other functions assigned to it under this Act.

(2) The Central Board shall consist of-

- (a) a chairman to be appointed by the Central Government;
- (b) the Chief Labour Commissioner (Central), ex-officio;
- (c) such number of members, not exceeding seventeen but not less than eleven, as the Central Government may nominate to represent that Government, the Railways, the coal industry, the mining industry, the contractors, the workmen and any other interests which, in the opinion of the Central Government, ought to be represented on the Central Board.

(3) The number of persons to be appointed as members from each of the categories specified in sub-section (2), the term of office and other conditions of service of, the procedure to be followed in the discharge of their functions by, and the manner of filling vacancies among the members of the Central Board shall be such as may be prescribed:

Provided that the number of members nominated to represent the workmen shall not be less than the number of members nominated to represent the principal employers and the contractors.

4. State Advisory Board.-(1) The State Government may constitute a Board to be called the State Advisory Contract Labour Board (hereinafter referred to as the State Board) to advise the State Government on such matters arising out of

the administration of this Act as may be referred to it and to carry out other functions assigned to it under this Act.

(2) The State Board shall consist of-

- (a) a Chairman to be appointed by the State Government;
- (b) the Labour Commissioner, *ex-officio*, or in his absence any other officer nominated by the State Government in that behalf;
- (c) such number of members, not exceeding eleven but not less than nine, as the State Government may nominate to represent that Government, the industry, the contractors, the workmen and any other interests which, in the opinion of the State Government, ought to be represented on the State Board.

(3) The number of persons to be appointed as members from each of the categories specified in sub-section(2), the term of office and other conditions of service of, the procedure to be followed in the discharge of their functions by, and the manner of filling vacancies among, the members of the State Board shall be such as may be prescribed:

Provided that the number of members nominated to represent the workmen shall not be less than the number of members nominated to represent the principal employers and the contractors.

5. Power to constitute committees.-(1) The Central Board or the State Board, as the case may be, may constitute such committees and for such purpose or purposes as it may think fit.

(2) The committee constituted under sub-section(1) shall meet at such time and places and shall observe such rules of procedure in regard to the transaction of business at its meetings as may be prescribed.

(3) The members of a committee shall be paid such fees and allowances for attending its meetings as may be prescribed:

Provided that no fees shall be payable to a member who is an officer of Government or of any corporation established by any law for the time being in force.

CHAPTER III

REGISTRATION OF ESTABLISHMENTS EMPLOYING CONTRACT LABOUR

6. Appointment of registering officers.- The appropriate Government may, by an order notified in the Official Gazette,-

- (a) appoint such persons, being Gazetted Officers of Government, as it thinks fit to be registering officers for the purposes of this Chapter; and
- (b) define the limits, within which a registering officer shall exercise the powers conferred on him by or under this Act.

7. Registration of certain establishments.-(1) Every principal employer of an establishment to which this Act applies shall, within such period as the appropriate Government may, by notification in the Official Gazette, fix in this behalf with respect to establishments generally or with respect to any class of them, make an application to the registering officer in the prescribed manner for registration of the establishment:

Provided that the registering officer may entertain any such application for registration after expiry of the period fixed in this behalf, if the registering officer is satisfied that the applicant was prevented by sufficient cause from making the application in time.

(2) If the application for registration is complete in all respects, the registering officer shall register the establishment and issue to the principal employer of the establishment a certificate of registration containing such particulars as may be prescribed.

8. Revocation of registration in certain cases.- If the registering officer is satisfied, either on a reference made to him in this behalf or otherwise, that the registration of any establishment has been obtained by misrepresentation or suppression of any material fact, or that for any other reason the registration has become useless or ineffective and, therefore requires to be revoked, the registering officer may, after giving an opportunity to the principal employer of the establishment to be heard and with the previous approval of the appropriate Government, revoke the registration.

9. Effect of non-registration.- No principal employer of an establishment, to which this Act applies, shall-

- (a) in the case of an establishment required to be registered under Section 7, but which has not been registered within the time fixed for the purpose under that section,
- (b) in the case of an establishment the registration in respect of which has been revoked under Section 8,

employ contract labour in the establishment after the expiry of the period referred to in clause(a) or after the revocation of registration referred to in clause (b) as the case may be.

10. Prohibition of employment of contract labour.- (1) Notwithstanding anything contained in this Act, the appropriate Government may, after consultation with the Central Board or, as the case may be, a State Board, prohibit, by notification in the Official Gazette, employment of contract labour in any process, operation or other work in any establishment.

(2) Before issuing any notification under sub-section(1) in relation to an establishment, the appropriate Government shall have regard to the conditions of work and benefits provided for the contract labour in that establishment and other relevant factors, such as -

- (a) whether the process, operation or other work is incidental to, or necessary for the industry, trade, business, manufacture or occupation that is carried on in the establishment;
- (b) whether it is of perennial nature, that is to say, it is of sufficient duration having regard to the nature of industry, trade, business, manufacture or occupation that is carried on in that establishment;
- (c) whether it is done ordinarily through regular workmen in that establishment or an establishment similar thereto;
- (d) whether it is sufficient to employ considerable number of whole-time workmen.

Explanation.- If a question arises whether any process or operation or other work is of perennial nature, the decision of the appropriate Government thereon shall be final.

CHAPTER IV LICENSING OF CONTRACTORS

11. Appointment of licensing Officers.- The appropriate Government may, by an order notified in the Official Gazette,-

- (a) appoint such persons, being Gazetted Officers of Government, as it thinks fit to be licensing officers for the purposes of this Chapter; and
- (b) define the limits, within which a licensing officer shall exercise the powers conferred on licensing officers by or under this Act.

12. Licensing of contractors.-(1) With effect from such date as the appropriate Government may, by notification in the Official Gazette, appoint, no contractor to whom this Act applies, shall undertake or execute any work through contract labour except under and in accordance with a licence issued in that behalf by the licensing officer.

(2) Subject to the provisions of this Act, a licence under Sub-section (1) may contain such conditions including, in particular, conditions as to hours of work, fixation of wages and other essential amenities in respect of contract labour as the appropriate Government may deem fit to impose in accordance with the rules, if any, made under Section 35 and shall be issued on payment of such fees and on the deposit of such sum, if any, as security for the due performance of the conditions as may be prescribed.

13. Grant of licences.- (1) Every application for the grant of a licence under sub-section(1) of Section 12 shall be made in the prescribed form and shall contain the particulars regarding the location of the establishment, the nature of process, operation or work for which contract labour is to be employed and such other particulars as may be prescribed.

(2) The licensing officer may make such investigation in respect of the application received under sub-section(1) and in making any such investigation the licensing officer shall follow such procedure as may be prescribed.

(3) A licence granted under this Chapter shall be valid for the period specified therein and may be renewed from time to time for such period and on payment of such fees and on such conditions as may be prescribed.

14. Revocation, suspension and amendment of licences.- (1) If the licensing officer is satisfied, either on a reference made to him in this behalf or otherwise, that-

- (a) a licence granted under section 12 has been obtained by misrepresentation or suppression of any material fact, or
- (b) the holder of a licence has, without reasonable cause, failed to comply with the conditions subject to which the licence has been granted or has contravened any of the provisions of this Act or the rules made thereunder,

then, without prejudice to any other penalty to which the holder of the licence may be liable under this Act, the licensing officer may, after giving the holder of the licence an opportunity of showing cause, revoke or suspend the licence or forfeit the sum, if any, or any portion thereof deposited as security for the due performance of the conditions subject to which the licence has been granted.

(2) Subject to any rules that may be made in this behalf, the licensing officer may vary or amend a licence granted under Section 12.

15. Appeal.-(1) Any person aggrieved by an order made under Section 7, Section 8, Section 12 or Section 14 may, within thirty days from the date on which the order is communicated to him, prefer an appeal to an appellate officer who shall be a person nominated in this behalf by the appropriate Government:

Provided that the appellate officer may entertain the appeal after the expiry of the said period of thirty days, if he is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

(2) On receipt of an appeal under sub-section(1), the appellate officer shall, after giving the appellant an opportunity of being heard disposed of the appeal as expeditiously as possible.

CHAPTER V

WELFARE AND HEALTH OF CONTRACT LABOUR

16. Canteens.- (1) The appropriate Government may make rules requiring that in every establishment-

- (a) to which this Act applies,
- (b) wherein work requiring employment of contract labour is likely to continue for such period as may be prescribed, and
- (c) wherein contract labour numbering one hundred or more is ordinarily employed by a contractor,

one or more canteens shall be provided and maintained by the contractor for the use of such contract labour.

(2) Without prejudice to the generality of the foregoing power, such rules may provide for-

- (a) the date by which the canteens shall be provided;
- (b) the number of canteens that shall be provided, and the standards in respect of construction, accommodation, furniture and other equipment of the canteens; and
- (c) the foodstuffs which may be served therein and the charges which may be made therefor.

17. Rest-rooms.- (1) In every place wherein contract labour is required to halt at night in connection with the work of an establishment-

- (a) to which this Act applies, and
- (b) in which work requiring employment of contract labour is likely to continue for such period as may be prescribed, there shall be provided and maintained by the contractor for the use of the contract labour such number of rest-rooms or such other suitable alternative accommodation within such time as may be prescribed.

(2) The rest-rooms or the alternative accommodation to be provided under sub-section(1) shall be sufficiently lighted and ventilated and shall be maintained in a clean and comfortable condition.

18. Other facilities.- It shall be the duty of every contractor employing contract labour in connection with the work of an establishment to which this Act applies, to provide and maintain-

- (a) a sufficient supply of wholesome drinking water for the contract labour at convenient places;
- (b) a sufficient number of latrines and urinals of the prescribed types so situated as to be convenient and accessible to the contract labour in the establishment; and
- (c) washing facilities.

19. First-aid facilities.- There shall be provided and maintained by the contractor so as to be readily accessible during all working hours a first-aid box

equipped with the prescribed contents at every place where contract labour is employed by him.

20. Liability of principal employer in certain cases.- (1) If any amenity required to be provided under Section 16, Section 17, Section 18 or Section 19 for the benefit of the contract labour employed in an establishment is not provided by the contractor within the time prescribed therefor, such amenity shall be provided by the principal employer within such time as may be prescribed.

(2) All expenses incurred by the principal employer in providing the amenity may be recovered by the principal employer from the contractor either by deduction from any amount payable to the contractor under any contract or as a debt payable by the contractor.

21. Responsibility for payment of wages.- (1) A contractor shall be responsible for payment of wages to each worker employed by him as contract labour and such wages shall be paid before the expiry of such period as may be prescribed.

(2) Every principal employer shall nominate a representative duly authorised by him to be present at the time of disbursement of wages by the contractor and it shall be the duty of such representative to certify the amounts paid as wages in such manner as may be prescribed.

(3) It shall be the duty of the contractor to ensure the disbursement of wages in the presence of the authorised representative of the principal employer.

(4) In case the contractor fails to make payment of wages within the prescribed period or makes short payment, then the principal employer shall be liable to make payment of wages in full or the unpaid balance due, as the case may be, to the contract labour employed by the contractor and recover the amount so paid from the contractor either by deduction from any amount payable to the contractor under any contract or as a debt payable by the contractor.

CHAPTER VI PENALTIES AND PROCEDURE

22. Obstructions.- (1) Whoever obstructs an inspector in the discharge of his duties under this Act or refuses or wilfully neglects to afford the inspector any reasonable facility for making any inspection, examination, inquiry or investigation authorised by or under this Act in relation to an establishment to which, or a contractor to whom, this Act applies, shall be punishable with imprisonment for a term which may extend to three months, or with fine which may extend to five hundred rupees, or with both.

(2) Whoever wilfully refuses to produce on the demand of an inspector any register or other document kept in pursuance of this Act or prevents or attempts to prevent or does anything which he has reason to believe is likely to prevent any person from appearing before or being examined by an inspector acting in pursuance of his duties under this Act, shall be punishable with imprisonment for a term which may extend to three months, or with a fine which may extend to five hundred rupees, or with both.

23. Contravention of provisions regarding employment of contract labour.- Whoever contravenes any provision of this Act or of any rules made thereunder prohibiting, restricting or regulating the employment of contract labour, or contravenes any condition of a licence granted under this Act, shall be

punishable with imprisonment for a term which may extend to three months, or with fine which may extend to one thousand rupees, or with both, and in the case of a continuing contravention with an additional fine which may extend to one hundred rupees for every day during which such contravention continues after conviction for the first such contravention.

24. Other Offences.- If any person contravenes any of the provisions of this Act or of any rules made thereunder for which no other penalty is elsewhere provided, he shall be punishable with imprisonment for a term which may extend to three months, or with fine which may extend to one thousand rupees, or with both.

25. Offences by companies.- (1) If the person committing an offence under this Act is a company, the company as well as every person in charge of, and responsible to, the company for the conduct of its business at the time of the commission of the offence shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly:

Provided that nothing contained in this sub-section shall render any such person liable to any punishment if he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section(1), where an offence under this Act has been committed by a company and it is proved that the offence has been committed with the consent or connivance of, or that the commission of the offence is attributable to any neglect on the part of any director, manager, managing agent or any other officer of the company, such director, manager, managing agent or such other officer shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation.- For the purpose of this section -

- (a) "company" means any body corporate and includes a firm or other association of individuals; and
- (b) "director" in relation to a firm, means a partner in the firm.

26. Cognizance of offences.- No Court shall take cognizance of any offence under this Act except on a complaint made by, or with the previous sanction in writing of the inspector and no Court inferior to that of a Presidency Magistrate or a Magistrate of the first class shall try any offence punishable under this Act.

27. Limitation of Prosecutions.- No Court shall take cognizance of an offence punishable under this Act unless the complaint thereof is made within three months from the date on which the alleged commission of offence came to the knowledge of an inspector:

Provided that where the offence consists of disobeying a written order made by an inspector, complaint thereof may be made within six months of the date on which the offence is alleged to have been committed.

CHAPTER VII MISCELLANEOUS

28. Inspecting Staff.-(1) The appropriate Government may, by notification in the Official Gazette, appoint such persons as it thinks fit to be inspectors for the purposes of this Act, and define the local limits within which they shall exercise their powers under this Act.

(2) Subject to any rules made in this behalf, an inspector may, within the local limits for which he is appointed -

- (a) enter, at all reasonable hours, with such assistance (if any), being persons in the service of the Government or any local or other public authority as he thinks fit, any premises or place where contract labour is employed, for the purpose of examining any register or record or notices required to be kept or exhibited by or under this Act or rules made thereunder, and require the production thereof for inspection;
- (b) examine any person whom he finds in any such premises or place and who, he has reasonable cause to believe, is a workman employed therein;
- (c) require any person giving out work and any workman, to give any information, which is in his power to give with respect to the names and addresses of the persons to, for and from whom the work is given out or received, and with respect to the payments to be made for the work;
- (d) seize or take copies of such register, record of wages or notices or portions thereof as he may consider relevant in respect of an offence under this Act which he has reason to believe has been committed by the principal employer or contractor; and
- (e) exercise such other powers as may be prescribed.

(3) Any person required to produce any document or thing or to give any information required by an inspector under sub-section (2) shall be deemed to be legally bound to do so within the meaning of Section 175 and Section 176 of the Indian Penal Code, 1860 (45 of 1860).

(4) The provisions of the Code of Criminal Procedure, 1898(5 of 1898), shall, so far as may be, apply to any search or seizure under sub-section (2) as they apply to any search or seizure made under the authority of a warrant issued under Section 98 of the said Code.

29. Registers and other records to be maintained.-(1) Every principal employer and every contractor shall maintain such registers and records giving such particulars of contract labour employed, the nature of work performed by the contract labour, the rates of wages paid to the contract labour and such other particulars in such form as may be prescribed.

(2) Every principal employer and every contractor shall keep exhibited in such manner as may be prescribed within the premises of the establishment where the contract labour is employed, notices in the prescribed form containing particulars about the hours of work, nature of duty and such other information as may be prescribed.

30. Effect of laws and agreements inconsistent with this Act.- (1) The provisions of this Act shall have effect notwithstanding anything inconsistent therewith contained in any other law or in the terms of any agreement or contract of service, or in any standing order applicable to the establishment whether made before or after the commencement of the Act:

Provided that where under any such agreement, contract of service or standing orders the contract labour employed in the establishment are entitled to benefits in respect of any matter which are more favourable to them than those to which they would be entitled under this Act, the contract labour shall continue to be entitled to the more favourable benefits in respect of that matter,

notwithstanding that they receive benefits in respect of other matters under this Act.

(2) Nothing contained in this Act shall be construed as precluding any such contract labour from entering into an agreement with the principal employer or the contractor, as the case may be, for granting them rights or privileges in respect of any matter which are more favourable to them than those to which they would be entitled under this Act.

31. Power to exempt in special cases.- The appropriate Government may, in the case of an emergency, direct, by notification in the Official Gazette, that subject to such conditions and restrictions, if any, and for such period or periods, as may be specified in the notification, all or any of the provisions of this Act or the rules made thereunder shall not apply to any establishment or class of establishments or any class of contractors.

32. Protection of action taken under this Act.- (1) No suit, prosecution or other legal proceedings shall lie against any registering officer, licensing officer or any other Government servant or against any member of the Central Board or the State Board as the case may be, for anything which is in good faith done or intended to be done in pursuance of this Act or any rule or order made thereunder.

(2) No suit or other legal proceeding shall lie against the Government for any damage caused or likely to be caused by anything which is in good faith done or intended to be done in pursuance of this Act or any rules or order made thereunder.

33. Power to give directions.- The Central Government may give directions to the Government of any State as to the carrying into execution in the State of the provisions contained in this Act.

34. Power to remove difficulties.- If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions not inconsistent with the provisions of this Act, as appears to it to be necessary or expedient for removing the difficulty.

35. Power to make rules.- (1) The appropriate Government may, subject to the condition of previous publication, make rules for carrying out the purposes of this Act.

(2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:-

- (a) the number of persons to be appointed as members representing various interests on the Central Board and the State Board, the term of their office and other conditions of service, the procedure to be followed in the discharge of their functions and the manner of filling vacancies;
- (b) the times and places of the meetings of any committee constituted under this Act, the procedure to be followed at such meetings including the quorum necessary for the transaction of business, and the fees and allowances that may be paid to the members of a committee;
- (c) the manner in which establishment may be registered under Section 7, the levy of a fee therefor and the form of certificate of registration;

- (d) the form of application for the grant or renewal of a licence under Section 13 and the particulars it may contain;
- (e) the manner in which an investigation is to be made in respect of an application for the grant of a licence and the matters to be taken into account in granting or refusing a licence;
- (f) the form of a licence which may be granted or renewed under Section 12 and the conditions subject to which the licence may be granted or renewed, the fees to be levied for the grant or renewal of a licence and the deposit of any sum as security for the performance of such conditions;
- (g) the circumstances under which licences may be varied or amended under Section 14;
- (h) the form and manner in which appeals may be filed under Section 15 and the procedure to be followed by appellate officers in disposing of the appeals;
- (i) the time within which facilities required by this Act, to be provided and maintained may be so provided by the contractor and in case of default on the part of the contractor, by the principal employer;
- (j) the number and types of canteens, rest-rooms, latrines and urinals that should be provided and maintained;
- (k) the type of equipment that should be provided in the first-aid boxes;
- (l) the period within which wages payable to contract labour should be paid by the contractor under sub-section(1) of Section 21;
- (m) the form of registers and records to be maintained by principal employers and contractors;
- (n) the submission of returns, forms in which, and the authorities to which, such returns may be submitted;
- (o) the collection of any information or statistics in relation to contract labour and;
- (p) any other matter which has to be, or may be, prescribed under this Act.

(3) Every rule made by the Central Government under this Act shall be laid as soon as may be after it is made, before each House of Parliament while it is in session for a total period of thirty days which may be comprised in one session or in two successive sessions, and if before the expiry of the session in which it is so laid or the session immediately following, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be, so however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

THE CONTRACT LABOUR (REGULATION AND ABOLITION) CENTRAL RULES, 1971¹

In exercise of the powers conferred by section 35 of the Contract Labour (Regulation and Abolition) Act, 1970 the Central Government hereby makes the following rules, the same having been previously published as required by the said section, namely:--

CHAPTER I RULES

1. Short title and commencement:-(1) These rules may be called The Contract Labour (Regulation And Abolition) Central Rules, 1971.

(2) They shall come into force on the date² of their publication in the *Official Gazette*.

2. Definitions:-In these rules, unless the subject or context otherwise requires,—

- (a) “Act” means the Contract Labour (Regulation and Abolition) Act, 1970;
- (b) “Appellate Officer” means the Appellate Officer appointed by the Central Government under sub-section (1) of section 15;
- (c) “Board” means the Central Advisory Contract Labour Board constituted under section 3;
- (d) “Chairman” means the Chairman of the Board;
- (e) “Committee” means a Committee constituted under sub-section (1) of section 5;
- (f) “Form” means a form appended to these rules;
- (g) “Section” means a section of the Act.

CHAPTER II CENTRAL BOARD

3. The Board shall consist of the following Members.—

- (a) a Chairman to be appointed by the Central Government;
- (b) the Chief Labour Commissioner (Central)—*ex-officio*;
- (c) ³[three] persons representing the Central Government, to be appointed by that Government from amongst its officials;
- (d) ⁴[two] persons representing the Railways, to be appointed by Central Government after consultation with the Railway Board;
- (e) ⁵[five] persons, one representing the employers in coal mines, ⁶[two] representing the employers in other mines and two representing contractors to whom the Act applies, to be appointed by the Central Government after consultation with

1 Vide G.S.R. 191, published in the Gazette of India, Extra., Pt. II Sec. 3(i), dated 10th February, 1971.

2 Came into force on 10-2-1971 vide G.S.R. 190, published in the Gazette of India, Extra., Pt. II, Sec. 3(i), dated 10th February, 1971.

3 Subs. by G. S. R. 305 (E), dated, 7th Jun e, 1991.

4 Subs. by G. S. R. 1643, dated, 16th October, 1971.

5 Subs. by G. S. R. 598, dated, 23rd May, 1973.

6 Subs. by G. S. R. 305 (E), dated, 7th Jun e, 1991.

such organisations, if any, of the employers and the contractors as may be recognised by the Central Government;

- (f) ¹[seven] persons, ²[two] representing the employees in the Railways, one representing the employees in coal mines, ³[two] representing the employees in other mines and two representing the employees of contractors to whom the Act applies, to be appointed by the Central Government after consultation with such organisations, if any, of employees representing the respective interest as may be recognised by the Central Government.

4. Terms of Office:-(1) The Chairman of the Board shall hold office as such for a period of three years from the date on which his appointment is first notified in the *Official Gazette*.

(2) Each of the members of the Board, referred to in clauses (c) and (d) of rule 3, shall hold office as such during the pleasure of the President.

(3) Each of the members referred to in clauses (e) and (f) of rule 3 shall hold office as such for a period of three years commencing from the date on which his appointment is first notified in the *Official Gazette*.

Provided that where the successor of any such member has not been notified in the *Official Gazette* on or before the expiry of the said period of three years, such member shall, notwithstanding the expiry of the period of his office, continue to hold such office until the appointment of his successor has been notified in the *Official Gazette*.

(4) If a member is unable to attend a meeting of the Board, the Central Government or the body which appointed or nominated him may, by notice in writing signed on its behalf and by such member and addressed to the Chairman of the said Board, nominate a substitute in his place to attend the meeting and such a substitute member shall have all the rights of a member in respect of that meeting and any decision taken at the meeting shall be binding on the said body.

4[5. Resignation:- (1) A member of the Board, not being an *ex-officio* member, may resign his office by a letter in writing addressed to the Central Government.

(2) The office of such a member shall fall vacant from the date on which his resignation is accepted by the Central Government, or on the expiry of thirty days from the date of receipt of the letter of resignation by that Government whichever is earlier.]

6. Cessation of membership:-If any member of the Board, not being an *ex-officio* member, fails to attend three consecutive meetings of the Board, without obtaining the leave of the Chairman for such absence, he shall cease to be a member of the Board:

Provided that the Central Government may, if it is satisfied that such member was prevented by sufficient cause from attending three consecutive meetings of the Board, direct that such cessation shall not take place and on

1 Subs. by G. S. R. 598, dated, 23rd May, 1973.

2 Subs. by G. S. R. 1643, dated, 16th October, 1971.

3 Subs. by G. S. R. 598, dated, 23rd May, 1973.

4 Subs. by G. S. R. 520, dated, 10th May, 1974.

such direction being made, such member shall continue to be a member of the Board.

7. Disqualification for membership:- (1) A person shall be disqualified for being re-appointed, and for being a member of the Board—

- (i) if he is of unsound mind and stands so declared by a competent court; or
- (ii) if he is an undischarged insolvent; or
- (iii) if he has been or is convicted of an offence which, in the opinion of the Central Government, involves a moral turpitude.

(2) If a question arises as to whether a disqualification has been incurred under sub-rule (1), the Central Government shall decide the same.

8. Removal from membership:-The Central Government may remove from office any member of the Board, if in its opinion such a member has ceased to represent the interest which he purports to represent on the Board:

Provided that no such member shall be removed unless a reasonable opportunity is given to him of making any representation against the proposed action.

9. Vacancy:-When a vacancy occurs or is likely to occur in the membership of the Board the Chairman shall submit a report to the Central Government and on receipt of such report the Central Government shall take steps to fill the vacancy by making an appointment from amongst the category of persons to which the person vacating membership belonged and the person so appointed shall hold office for the remainder of the term of office of the member in whose place he is appointed.

10. Staff:-(1) (i) The Central Government may appoint one of its officials as Secretary to the Board and appoint such other staff as it may think necessary to enable the Board to carry out its functions.

- (ii) The salaries and allowances payable to the staff and the other conditions of service of such staff shall be as such as may be decided by the Central Government.

(2) The Secretary—

- (i) shall assist the Chairman in convening meetings of the Board;
- (ii) may attend the meetings but shall not be entitled to vote at such meetings;
- (iii) shall keep a record of the minutes of such meetings; and
- (iv) shall take necessary measures to carry out the decisions taken at the meetings of the Board.

11. Allowances of members:-(1) The travelling allowance of an official member shall be governed by the rules applicable to him for journey performed by him on non-official duties and shall be paid by the authority paying his salary.

(2) The non-official members of the Board shall be paid travelling allowance for attending the meeting of the Board at such rates as are admissible to Grade I Officers of the Central Government and daily allowances shall be calculated at the maximum rate admissible to Grade I officers of the Central Government in their respective places.

12. Disposal of business:-Every question which the Board is required to take into consideration shall be considered at a meeting, or, if the Chairman so

directs, by sending the necessary papers to every member for opinion, and the question shall be disposed of in accordance with the decision of the majority:

Provided that in the case of equality of votes, the Chairman shall have a second or a casting vote.

Explanation.—“Chairman” for the purposes of this Rule shall include the Chairman nominated under rule 13 to preside over a meeting.

13. Meetings:- (1) The Board shall meet at such places and times as may be specified by the Chairman.

(2) The Chairman shall preside over every meeting of the Board at which he is present and in his absence nominate a member of the Board to preside over such meeting.

14. Notice of meeting and list of business:- (1) Ordinarily seven days’ notice shall be given to the members of a proposed meeting.

(2) No business which is not on the list of business for a meeting shall be considered at that meeting without the permission of the Chairman.

15. Quorum:- No business shall be transacted at any meeting unless at least five members are present:

Provided that if at any meeting less than five members are present, the Chairman may adjourn the meeting to another date informing members present and giving notice to the other members that he proposes to dispose of the business at the adjourned meeting whether there is prescribed quorum or not, and it shall thereupon be lawful for him to dispose of the business at the adjourned meeting irrespective of the number of members attending.

16. Committees of the Board:- (1) (i) The Board may constitute such committees and for such purpose or purposes as it may think fit.

(ii) While constituting the Committee the Board may nominate one of its members to be the Chairman of the Committee.

¹(2) (i) The Committee shall meet at such times and places as the Chairman of the said Committee may decide.

(ii) The provisions of rules 12, 13(2), 14 and 15 shall apply to the Committee for transaction of business at its meetings as they apply to the Board, subject to the modification that the quorum specified in rule 15 shall be one-third of the members instead of ‘five members’.]

(3) The provisions of rule 11 shall apply to the members of the Committee for attending the meetings of the Committee as they apply to the members of the Board.

CHAPTER III REGISTRATION AND LICENSING

17. Manner of making application for registration of establishments:-(1) The application referred to in sub-section (1) of section 7 shall be made in triplicate in Form I to the registering officer of the area in which the establishment sought to be registered is located.

(2) The application referred to in sub-rule (1) shall be accompanied by a ¹[demand draft] showing payment of the fees for the registration of the establishment.

¹ Subs. by G. S. R. 520, dated, 10th May, 1974.

(3) Every application referred to in sub-rule (1) shall be either personally delivered to the registering officer or sent to him by registered post.

(4) On receipt of the application referred to in sub-rule (1), the registering officer shall, after noting thereon the date of receipt by him of the application, grant an acknowledgement to the applicant.

18. Grant of certificate of registration:- (1) The certificate of registration granted under sub-section (2) of section 7 shall be in Form II.

(2) Every certificate of registration granted under sub-section (2) of section 7 shall contain the following particulars, namely:-

- (a) the name and address of the establishment;
- (b) the maximum number of workmen to be employed as contract labour in the establishment;
- (c) the type of business, trade, industry, manufacture or occupation which is carried on in the establishment;
- (d) such other particulars as may be relevant to the employment of contract labour in the establishment;

(3) The registering officer shall maintain a register in Form III showing the particulars of establishment in relation to which certificates of registration have been issued by him.

(4) If, in relation to an establishment, there is any change, in the particulars specified in the certificate of registration, the principal employer of the establishment shall intimate to the registering officer, within thirty days from the date when such change takes place, the particulars of, and the reasons, for such change.

19. Circumstances in which application for registration may be rejected:-(1) If any application for registration is not complete in all respects, the registering officer shall require the principal employer to amend the application so as to make it complete in all respects.

(2) If the principal employer, on being required by the registering officer to amend his application for registration, omits or fails to do so, the registering officer shall reject the application for registration.

20. Amendment of certificate of registration:-(1) Where, on receipt of the intimation under sub-rule (4) of rule 18, the registering officer is satisfied that an amount higher than the which has been paid by the principal employer as fees for the registration of the establishment is payable, he shall require such principal employer to ²[pay] a sum which, together with the amount already paid by such principal employer, would be equal to such higher amount of fees payable for the registration of the establishment and to produce the ³[demand draft] showing such deposit.

(2) Where, on receipt of the intimation referred to in sub-rule (4) of rule 18, the registering officer is satisfied that there has occurred a change in the particulars of the establishment, as entered in the register in Form III, he shall amend the said register and record therein the change which has occurred;

1 Subs. by G. S. R. 657, dated, 11th August, 1987.

2 Subs. by G. S. R. 657, dated, 11th August, 1987.

3 Subs. by G. S. R. 657, dated, 11th August, 1987.

Provided that no such amendment shall affect anything done or any action taken or any right, obligation or liability acquired or incurred before such amendment:

Provided further that the registering officer shall not carry out any amendment in the register in Form III unless the appropriate fees have been deposited by the principal employer.

21. Application for a licence:-(1) Every application by a contractor for the grant of licence shall be made in triplicate in Form IV, to the licensing officer of the area in which the establishment, in relation to which he is the contractor, is located.

(2) Every application for the grant of a licence shall be accompanied by a certificate by the principal employer in Form V to the effect that the applicant has been employed by him as a contractor in relation to his establishment and that he undertakes to be bound by all the provisions of the Act and the rules made thereunder in so far as the provisions are applicable to him as principal employer in respect of the employment of contract labour by the applicant.

(3) Every such application shall be either personally delivered to the licensing officer or sent to him by registered post.

(4) On receipt of the application referred to in sub-rule (1), the licensing officer shall, after noting thereon the date of receipt of the application, grant an acknowledgement to the applicant.

(5) Every application referred to in sub-rule (1) shall also be accompanied by a ¹[demand draft] showing—

- (i) the deposit of the security at the rates specified in rule 24, and
- (ii) the payment of the fees at the rates specified in rule 26.

22. Matters to be taken into account in granting or refusing a licence:-

In granting or refusing to grant a licence, the licensing officer shall take the following matter into account, namely:—

- (a) whether the applicant—
 - (i) is a minor, or
 - (ii) is of unsound mind and stands so declared by a competent court; or
 - (iii) is an undischarged insolvent, or
 - (iv) has been convicted (at any time during a period of five years immediately preceding the date of application) of an offence which, in the opinion of the Central Government, involves moral turpitude;
- (b) whether there is an order of the appropriate Government or an award or settlement for the abolition of contract labour in respect of the particular type of work in the establishment for which the applicant is a contractor;
- (c) whether any order has been made in respect of the applicant under sub-section (1) of section 14, and, if so, whether a period of three years has elapsed from the date of that order;
- (d) whether the fees for the application have been deposited at the rate specified in rule 26; and

¹ Subs. by G. S. R. 657, dated, 11th August, 1987.

- (e) whether security has been deposited by the applicant at the rates specified in rule 24.

23. Refusal to grant licence:-¹[(1) On receipt of the application from the contractor, and as soon as possible thereafter, the licensing officer shall investigate or cause investigation to be made to satisfy himself about the correctness of the facts and particulars furnished in such application and the eligibility of the applicant for a licence.]

(2) (i) Where the licensing officer is of opinion that the licence should not be granted, he shall, after affording reasonable opportunity to the applicant to be heard, make an order rejecting the application.

- (ii) The order shall record the reasons for the refusal and shall be communicated to the applicant.

24. Security:-(1) Before a licence is issued, an amount calculated at the rate of Rs. ²[90] for each of the workman to be employed as contract labour, in respect of which the application for licence has been made, shall be deposited by the contractor for due performance of the conditions of the licence and compliance with the provisions of the Act or the rules made thereunder.

³[Provided that where the contractor is a co-operative society, the amount deposited as security shall be at the rate of ⁴[Rs. 15] for each workman to be employed as a contract labour.]

⁵[(1A) Where the applicant for the licence was holding a licence in regard to another work and that licences had expired, the licensing officer, if he is of the view that any amount out of the security deposited in respect of that licence is to be directed to be refunded to the applicant under rule 31, may, on an application made for that purpose in Form VA by the applicant adjust the amount so to be refunded towards the security required to be deposited in respect of the application for the new licence and the applicant need deposit, in such a case, only the balance amount, if any, after making such adjustment.]

(2) ⁶[The amount of security, or the balance amount, required to be deposited under sub-rule (1), or, as the case may be, under sub-rule (1A) shall be paid in the local treasury under the Head of Account "Section T—Deposits & Advances—Part II Deposits bearing interest—(c) Other Deposit Accounts—Departmental and Judicial Deposits—Civil Deposits—Deposits, under Contract Labour (Regulation and Abolition) Act, 1970 (Central)."

25. Forms and terms and conditions of licence:-(1) Every licence granted under sub-section (1) of section 12 shall be in Form VI.

(2) Every licence granted under sub-rule (1) or renewed under rule 29 shall be subject to the following conditions, namely:—

- (i) the licence shall be non-transferable;

1 Subs. by G. S. R. 520, dated, 10th May, 1974.

2 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

3 Subs. by G. S. R. 200, dated, 13th February, 1973.

4 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

5 Subs. by G. S. R. 948, dated, 12th July, 1978.

6 Subs. by G. S. R. 948, dated, 12th July, 1978.

- (ii) the number of workmen employed as contract labour in the establishment shall, not on any day, exceed the maximum number specified in the licence;
- (iii) save as provided in these rules, the fees paid for the grant, or as the case may be, for renewal of the licence shall be non-refundable;
- (iv) the rates of wages payable to the workmen by the contractor shall not be less than the rates prescribed under the Minimum Wages Act, 1948 (11 of 1948), for such employment where applicable and where the rates have been fixed by agreement, settlement, or award, not less than the rates so fixed;
- (v) (a) in cases where the workman employed by the contractor perform the same or similar kind of work as the workmen directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workmen of the contractor shall be the same as applicable to the workmen directly employed by the principal employer of the establishment on the same or similar kind of work;

Provided that in the case of any disagreement with regard to the type of work the same shall be decided by ¹[the Deputy Chief Labour Commission (Central)] ²[***]

- (b) in other cases the wages rates holidays, hours, of work and conditions of service of the workmen of the contractor shall be such as may be specified in this behalf by [the Deputy Chief Labour Commissioner (Central)];

Explanation:- While determining the wage rates, holidays, hours of work and other conditions of services under (b) above, [the Deputy Chief Labour Commissioner (Central)] shall have due regard to the wage rates, holidays, hours of work and other conditions of service obtaining in similar employments;

- (vi) (a) in every establishment where twenty or more women are ordinarily employed as contract labour, there shall be provided two rooms of reasonable dimensions for the use of their children under the age of six years,
 - (b) one of such rooms shall be used as a play room for the children and the other as bed room for the children,
 - (c) the contractor shall supply adequate number of toys and games in the play room and sufficient number of cots and beddings in the sleeping room,
 - (d) the standard of construction and maintenance of the crèches shall be such as may be specified in this behalf by the Chief Labour Commissioner (Central);
- (vii) the licensee shall notify any change in the number of workmen or the conditions of work to the licensing officer;
- ¹[(viii) the licensee shall, within fifteen days of the commencement and completion of each contract work submit a return to the

¹ Subs. by G. S. R. 41 (E), dated, 21st January, 1999 (w.e.f. 21-1-1999).

² Omitted by G. S. R. 871 (E), dated, 26th November, 1985.

Inspector, appointed under section 28 of the Act intimating the actual date of the commencement or, as the case may be, completion of such contract work in Form VIA;]

²[(ix) a copy of the licence shall be displayed prominently at the premises where the contract work is being carried on];

³[(x) no female contract labour shall be employed by any contractor before 6.00 a. m. or after 7.00 p.m.:

Provided that this clause shall not apply to the employment of women in pithead baths, crèches and canteens and so to midwives and nurses in hospitals and dispensaries.]

4[26. Fees:-(1) The fees to be paid for the grant of a certificate of registration under section 7 shall be as specified below:—

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

(a)	is 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

(2) The fees to be paid for the grant of a licence under section 12 shall be as specified below:

If the number of workmen employed by the contractor on any day—

(a)	is 20	Rs. 15
(b)	Exceeds 20 but does not exceed 50	Rs. 37.50
(c)	Exceeds 50 but does not exceed 100	Rs. 75
(d)	Exceeds 100 but does not exceed 200	Rs. 150
(e)	Exceeds 200 but does not exceed 400	Rs. 300
(f)	Exceeds 400	Rs. 375.]

27. Validity of the licence:-Every licence granted under rule 25 or renewed under rule 29 shall remain in force for twelve months from the date it is granted or renewed.

28. Amendment of the licence:-(1) A licence issued under rule 25 or renewed under rule 29 may, for good and sufficient reasons, be amended by the Licensing Officer.

(2) The contractor who desires to have the licence amended shall submit to the licensing officer an application stating the nature of the amendment and reasons therefor.

(3) (i) If the licensing officer allows the application he shall require the applicant to furnish a ⁵[demand draft] for the amount, if any, by which the fees that would have been payable if the licence had been originally issued in the amended form exceeds the fees originally paid for the licence.

1 Ins. by G. S. R. 199, dated, 25th January, 1977 (w.e.f. 12-2-1977).

2 Subs. by G. S. R. 657, dated, 11th August, 1987.

3 Renumbered and ins. by G. S. R. 657, dated, 11th August, 1987.

4 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

5 Subs. by G. S. R. 657, dated, 11th August, 1987.

(ii) On the applicant furnishing the requisite ¹[demand draft] the licence shall be amended according to the orders of the licensing officer.

(4) Where the application for amendment is refused, the licensing officer shall record the reasons for such refusal and communicate the same to the applicant.

29. Renewal of licence:-(1) Every contractor shall apply to the licensing officer for renewal of the licence.

(2) Every such application shall be in Form VII in triplicate and shall be made not less than thirty days before the date on which the licence expires, and if the application is so made, the licence shall be deemed to have been renewed until such date when the renewed licence is issued.

(3) The fees chargeable for renewal of the licence shall be the same as for the grant thereof:

Provided that if the application for renewal is not received within the time specified in sub-rule (2), a fee of 25 per cent. in excess of the fee ordinarily payable for the licence shall be payable for such renewal.

Provided further that in case where the licensing officer is satisfied that the delay in submission of the application is due to unavoidable circumstances beyond the control of the contractor, he may reduce or remit as he thinks fit the payment of such excess fee.

30. Issue of duplicate certificate of registration or licence:-Where a certificate of registration or a licence granted or renewed under the preceding rules has been lost, defaced or accidentally destroyed, a duplicate may be granted on payment of fees of rupees five.

31. Refund of security:-(1) (i) On expiry of the period of licence the contractor may, if he does not intend to have his licence renewed, make an application to the licensing officer for the refund of the security deposited by him under rule 24.

(ii) If the Licensing Officer is satisfied that there is no breach of the conditions of licence or there is no order under section 14 for the forfeiture of security or any portion thereof, he shall direct the refund of the security to the applicant.

(2) If there is any order directing the forfeiture of any portion of the security, the amount to be forfeited shall be deducted from the security deposit, and balance, if any, refunded to the applicant.

(3) Any application for refund shall, as far as possible, be disposed of within 60 days of the receipt of the application.

32. Grant of temporary certificate of registration and licence:-(1) Where conditions arise in an establishment requiring the employment of contract labour immediately and such employment is estimated to last for not more than fifteen days, the Principal Employer of the establishment or the contractor, as the case may be, may apply for a temporary certificate of registration or licence to the Registering Officer or the Licensing Officer, as the case may be, having jurisdiction over the area in which the establishment is situated.

(2) The application for such temporary certificate of registration or licence shall be made in triplicate in Forms VIII and X respectively and shall be

1 Subs. by G. S. R. 657, dated, 11th August, 1987.

accompanied by a ¹[demand draft drawn in favour of the Pay and Accounts, Officer, Office of the Chief Labour Commissioner (Central) New Delhi] showing payment of appropriate fees and in the case of licence the appropriate amount of security also.

(3) On receipt of the application, complete in all respects, and on being satisfied either on affidavit by the applicant or otherwise that the work in respect of which the application has been made would be finished in a period of fifteen days and was of a nature which could not but be carried out immediately, the Registering Officer or the licensing officer, as the case may be, shall forthwith grant a certificate of registration in form IX or a licence in form XI, as the case may be, for a period of not more than fifteen days.

(4) Where a certificate of registration or licence is not granted, the reasons therefor shall be recorded by the Registering Officer or the Licensing Officer, as the case may be.

(5) On the expiry of the validity of the registration certificate the establishment shall cease to employ in the establishment contract labour in respect of which the certificate was given.

(6) The fees to be paid for the grant of the certificate of registration under sub-rule (3) shall be as specified below:

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

		Rs.
(a)	Exceeds 20 but does not exceed 50	² [30.00]
(b)	Exceeds 50 but does not exceed 200	³ [60.00]
(c)	Exceeds 200	⁴ [90.00]

(7) The fees to be paid for the grant of a licence under sub-rule (3) shall be specified below:

If the number of workmen to be employed by the contractor on any day—

		Rs.
(a)	Exceeds 20 but does not exceed 50	⁵ [15.00]
(b)	Exceeds 50 but does not exceed 200	⁶ [60.00]
(c)	Exceeds 200	⁷ [90.00]

(8) The provision of rule 23 and rule 24 shall apply to the refusal to grant licence or to grant licence under sub-rule (4) and sub-rule (3) respectively.

CHAPTER IV **APPEALS AND PROCEDURE**

33. (1) (i) Every appeal under sub-section (1) of section 15 shall be preferred in the form of a memorandum signed by the appellant or his authorised agent and presented to the Appellate Officer in person or sent to him by registered post.

1 Subs. by G. S. R. 657, dated, 11th August, 1987.

2 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

3 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

4 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

5 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

6 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

7 Subs. by G. S. R. 1215 (E), dated, 28th December, 1988.

(ii) The memorandum shall be accompanied by a certified copy of the order appealed from and a ¹[demand draft] for rupees 10.

(2) The memorandum shall set forth concisely and under distinct heads the grounds of appeal to the order appealed from.

34. (1) Where the memorandum of appeal does not comply with the provisions of sub-rule (2) of rule 33 it may be rejected or returned to appellant for the purpose of being amended within a time to be fixed by the Appellate Officer.

(2) Where the Appellate Officer rejects the memorandum under sub-rule (1) he shall record the reason for such rejection, and communicate the order to the appellant.

(3) Where the memorandum of appeal is in order the Appellate Officer shall admit the appeal, endorse thereon the date of presentation and shall register the appeal in a book to be kept for the purpose called the Register of Appeals.

(4) (i) When the appeal has been admitted, the Appellate Officer shall send the notice of the appeal to the Registering Officer or the Licensing Officer as the case may be, from whose order the appeal has been preferred and the Registering Officer or the Licensing Officer shall send the record of the case to the Appellate Officer.

(ii) On receipt of the record, the Appellate Officer shall send a notice to the appellant to appear before him at such date and time as may be specified in the notice for the hearing of the appeal.

35. Failure to appear on date of hearing:-If on the date fixed for hearing, the appellant does not appear, the Appellate Officer may dismiss the appeal for default of appearance of the appellant.

36. Restoration of appeals - (i) Where an appeal has been dismissed under rule 35 the appellant may apply to the Appellate Officer for the re-admission of the appeal, and where it is proved that he was prevented by any sufficient cause from appearing when the appeal was called on for hearing, the Appellate Officer shall restore the appeal on its original number.

(ii) Such an application shall, unless the Appellate Officer extends the time for sufficient reason, be made within 30 days of the date of dismissal.

37. Hearing of appeal - (1) If the appellant is present when the appeal is called on for the hearing, the Appellate Officer shall proceed to hear the appellant or his authorised agent and any other person summoned by him for this purpose, and pronounce judgement on the appeal, either confirming, reversing or varying the order appealed from.

(2) The judgement of the Appellate Officer shall state the points for determination, the decision thereon and the reasons for the decisions.

(3) The order shall be communicated to the appellant and copy thereof shall be sent to the Registering Officer of the Licensing Officer from whose order the appeal has been preferred.

²38. Payment of fees:-(1) All amounts of money payable on account of security, deposit, registration fees, licence fee, appeal, supply of duplicate copies of registration certificates and in terms of any other provisions of the Act and

1 Subs. by G. S. R. 657, dated, 11th August, 1987.

2 Substituted by G. S. R. 657, dated, 11th August, 1987.

rules shall be paid through a crossed demand draft drawn in favour of the officers as shown in Annexure 'A' and made payable at branch of the Union Bank of India at the headquarters of the officers specified in column (3) of the said Annexure. All such demand drafts shall be accompanied by a challan in form No. TR-6 (in triplicate) indicating the details of payment, etc.

(2) The Licensing Officer, the Registering Officer or the Appellate Authority, as the case may be on receipt of the demand draft from the party shall arrange to deposit the amount in the appropriate account in the Bank with which he, in his capacity as Regional Labour Commissioner/Assistant Labour Commissioner (Central) as Drawing and Disbursing Officer is in account. The Assistant Labour Commissioner (Central), Delhi shall deposit the demand draft in the Union Bank of India, Extension Counter, Shram Shakti Bhavan, Rafi Marg, New Delhi in the Account of 'Pay and Accounts Officer' Chief Labour Commissioner, New Delhi.

(3) The payments received by the officers specified in the said Annexure by way of demand drafts shall be deposited in the relevant heads of accounts as shown below:—

Registration fees—"087 Labour and Employment—Fees under Contract Labour (Regulation and Abolition) Central Rules, 1971 (adjustable in the books of the Pay and Accounts Officer, (Chief Labour Commissioner), Ministry of Labour, New Delhi".

Licensing fees—"087 Labour Employment—Fees under the Contract Labour (Regulation and Abolition) Central Rules, 1971 (adjustable in the books of the Pay and Accounts Officer, (Chief Labour Commissioner), Ministry of Labour, New Delhi".

Security deposits—Deposits and Advance (—) deposits not bearing interest 843—Civil Deposits under Contract Labour (Regulation and Abolition) Act 1970, (adjustable in the books of the Pay and Accounts Officer Chief Labour Commissioner), Ministry of Labour, New Delhi".

Duplicate copy of the registration certificates—"087 Labour and Employment Fees under Contract Labour Appeals (Regulation and Abolition) Central Rules, 1971"]

39. Copies:—Copy of the order of the Registering Officer, Licensing Officer or the Appellate Officer may be obtained on payment of fees of rupees two for each order on application specifying the date and other particulars of the order, made to the officer concerned.

CHAPTER V

WELFARE AND HEALTH OF CONTRACT LABOUR

40. (1) The facilities required to be provided under sections 18 and 19 of the Act, namely sufficient supply of wholesome drinking water, a sufficient number of latrines and urinals, washing facilities and first-aid facilities shall be provided by the contractor in the case of the existing establishments within seven days of the commencement of these rules and in the case of new establishments within seven days of the commencement of the employment of contract labour therein.

(2) If any of the facility mentioned in sub-rule (1) is not provided by the contractor within the period prescribed the same shall be provided by the principal employer within seven days of the expiry of the period laid down in the said sub-rule.

41. Rest-rooms:—(1) In every place wherein contract labour is required to halt at night in connection with the working of the establishment to which the Act applies and in which employment of contract labour is likely to continue for 3

months or more, the contractor shall provide and maintain rest rooms or other suitable alternative accommodation within fifteen days of the coming into force of the rules in the case of existing establishments and within fifteen days of the commencement of the employment of contract labour in new establishments.

(2) If the amenity referred to in sub-rule (1) is not provided by the contractor within the period prescribed the principal employer shall provide the same within a period of fifteen days of the expiry of the period laid down in the said sub-rule.

(3) Separate rooms shall be provided for women employees.

(4) Effective and suitable provision shall be made in every room for securing and maintaining adequate ventilation by the circulation of fresh air and there shall also be provided and maintained sufficient and suitable natural or artificial lighting.

(5) The rest-room or rooms or other suitable alternative accommodation shall be of such dimensions so as to provide at least a floor area 1.1 sq. metre for each person making use the rest room.

(6) The rest-room or rooms or other suitable alternative accommodation shall be so constructed as to afford adequate protection against heat, wind, rain and shall have smooth, hard and impervious floor surface.

(7) The rest-room or other suitable alternative accommodation shall be at a convenient distance from the establishment and shall have adequate supply of wholesome drinking water.

42. Canteens:-(1) In every establishment to which the Act applies and wherein work regarding the employment of contract labour is likely to continue for six months and wherein contract labour numbering one hundred or more are ordinarily employed an adequate canteen shall be provided by the contractor for the use of such contract labour within sixty days of the date of coming into force of the rules in the case of the existing establishments and within 60 days of the commencement of the employment of contract labour in the case of new establishments.

(2) If the contractor fails to provide the canteen within the time laid down the same shall be provided by the principal employer within sixty days of the expiry of the time allowed to the contractor.

(3) The canteen shall be maintained by the contractor or principal employer, as the case may be, in an efficient manner.

43. (1) The canteen shall consist of at least a dining hall, kitchen storeroom, pantry and washing places separately for workers and for utensils.

(2) (i) The canteen shall be sufficiently lighted at all times when any person has access to it.

(ii) The floor shall be made of smooth and impervious material and inside walls shall be lime washed or colour-washed at least once in each year:

Provided that the inside walls of the kitchen shall be lime-washed every four months.

(3) (i) The precincts of the canteen shall be maintained and in a clean and sanitary condition.

(ii) Waste water shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause a nuisance.

(iii) suitable arrangements shall be made for the collection and disposal of garbage.

44. Dining hall - (1) The dining hall shall accommodate at a time at least 30 per cent. of the contract labour working at a time.

(2) The floor area of the dining hall, excluding the area occupied by the service counter and any furniture except tables and chairs shall be not less than one square metre per diner to be accommodated as prescribed in sub-rule (1).

(3) (i) A portion of the dining hall and service counter shall be partitioned off and reserved for women workers, in proportion to their number.

(ii) Washing places for women shall be separate and screened to secure privacy.

(4) Sufficient tables, stools, chairs or benches shall be available for the number of diners to be accommodated as prescribed in sub-rule (1).

45. Furniture and utensils - (1) (i) There shall be provided and maintained sufficient utensils, crockery, cutlery, furniture and any other equipment necessary for the efficient running of the canteen.

(ii) The furniture, utensils and other equipment shall be maintained in a clean and hygienic condition.

(2) (i) Suitable clean clothes for the employees serving in the canteen shall also be provided and maintained.

(ii) A service counter, if provided, shall have top of smooth and impervious material.

(iii) Suitable facilities including an adequate supply of hot water shall be provided for the cleaning of utensils and equipment.

46. The foodstuff and other items to be served in the canteen shall be in conformity with the normal habits of the contract labour.

47. Charges of Foodstuff - The charges for foodstuffs, beverages and any other items served in the canteen shall be based on "no profit no loss" and shall be conspicuously displayed in the canteen.

48. In arriving at the prices of foodstuffs and other articles served in the canteen the following items shall not be taken into consideration as expenditure namely:—

- (a) the rent for the land and building;
- (b) the depreciation and maintenance charges for the building and equipment provided for in the canteen;
- (c) the cost of purchase, repairs, and replacement of equipments including furniture, crockery, cutlery and utensils;
- (d) the water charges and other charges incurred for lighting and ventilation;
- (e) the interest on the amounts spent on the provisions and maintenance of furniture and equipment provided for in the canteen.

49. Books of Accounts - The books of accounts and registers and other documents used in connection with the running of the canteen shall be produced on demand to an Inspector.

50. Audit - The accounts pertaining to the canteen shall be audited once every 12 months by registered accountants and auditors:

Provided that the Chief Labour Commissioner (Central) may approve of any other person to audit the accounts, if he is satisfied that it is not feasible to

appoint a registered accountant and auditor in view of the site or the location of the canteen.

51. Latrines and Urinals:-Latrines shall be provided in every establishment coming within the scope of the Act on the following scale, namely:-

- (a) where females are employed, there shall be at least one latrine for every 25 females;
- (b) where males are employed, there shall be at least one latrine for every 25 males;

Provided that where the number of males or females exceeds 100, it shall be sufficient if there is one latrine for every 25 males or females, as the case may be, upto the first 100, and one for every 50 thereafter.

52. Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings.

53. (1) Where workers both sexes are employed there shall be displayed outside each block of latrines and urinals a notice in the language understood by the majority of the workers "For Men Only" or "For Women Only", as the case may be.

(2) The notice shall also bear the figure of a man or of a woman, as the case may be.

54. There shall be at least one urinal for male workers upto 50 and one for female workers upto fifty employed at a time:

Provided that where the number of male or female workmen, as the case may be, exceeds 500 it shall be sufficient if there is one urinal for every 50 males or females upto the first 500 and one for every 100 or part thereof thereafter.

55. (1) The latrines and urinals shall be conveniently situated and accessible to workers at all times at the establishment.

(2) (i) The latrines and urinals shall be adequately lighted and shall be maintained in a clean and sanitary condition at all times;

- (ii) Latrine and urinal other than those connected with a flush sewage system shall comply with the requirements of the public health authorities;

56. Water shall be provided by the means of tap or otherwise so as to be conveniently accessible in or near the latrine and urinal;

57. Washing Facilities:-(1) In every establishment coming within the scope of the Act adequate and suitable facilities for washing shall be provided and maintained for the use of contract labour employed therein.

(2) Separate and adequate screening facilities shall be provided for the use of male and female workers.

(3) Such facilities shall be conveniently accessible and shall be kept in clean and hygienic condition.

58. First-Aid Facilities:-In every establishing coming within the scope of the Act there shall be provided and maintained so, as to be readily accessible during all working hours first-aid boxes at the rate of not less than one box for 150 contract labour or part thereof ordinarily employed.

59. (1) The first-aid box shall be distinctively marked with a red cross on a white ground and shall contain the following equipment, namely:—

(A) For establishments in which the number of contract labour employed does not exceed fifty:—

Each first-aid box shall contain the following equipment:—

- (i) 6 small sterilized dressings.
- (ii) 3 medium size sterilized dressings.
- (iii) 3 large size sterilized dressings.
- (iv) 3 large sterilised burn dressings.
- (v) 1 (30 ml.) bottle containing a two per cent, alcohol solution of iodine.
- (vi) 1 (30 ml.) bottle containing salvolatile having the dose and mode of administration indicated on the label.
- (vii) 1 snake-bite lancet.
- (viii) 1 (30 ml) bottle of potassium permanganate crystals.
- (ix) 1 pair scissors.
- (x) 1 copy of the first-aid leaflet issued by the Director General, Factory Advice Service and Labour Institutes, Government of India.
- (xi) a bottle containing 100 tablets (each of 5 grains) of aspirin.
- (xii) Ointment for burns.
- (xiii) A bottle of suitable surgical anti-septic solution.

(B) For establishments in which the number of contract labour exceeds fifty:—

Each first-aid box shall contain the following equipment:—

- (i) 12 small sterilized dressings.
- (ii) 6 medium size sterilized dressings.
- (iii) 6 large size sterilized dressings.
- (iv) 6 large sterilised burn dressings.
- (v) 6 (15 gms.) packets of sterilised cotton wool.
- (vi) 1 (60 ml.) bottle containing a two per cent alcohol solution of iodine.
- (vii) 1 (60 ml.) bottle containing salvolatile having the dose and mode of administration indicated on the label.
- (viii) 1 roll of adhesive plaster.
- (ix) 1 snake-bite lancet.
- (x) 1 (30 gms) bottle of potassium permanganate crystals.
- (xi) 1 pair scissors.
- (xii) 1 copy of the first-aid leaflet issued by the Director General, Factory Advice Service and Labour Institutes, Government of India.
- (xiii) A bottle containing 100 tablets (each of 5 grains) of aspirin.
- (xiv) Ointment for burns.
- (xv) A bottle of a suitable surgical anti-septic solution.

(2) Adequate arrangement shall be made for immediate recouplement of the equipment when necessary.

60. Nothing except the prescribed contents shall be kept in the First-Aid Box.

61. The First-Aid Box shall be kept in charge of a responsible person who shall always be readily available during the working hours of the establishment.

62. A person in-charge of the First-Aid Box shall be a person trained in First-Aid treatment, in establishments where the number of contract labour employed is 150 or more.

CHAPTER VI WAGES

63. The contractor shall fix wage periods in respect of which wages shall be payable.

64. No wage period shall exceed one month.

65. The wages of every person employed as contract labour in an establishment or by a contractor where less than one thousand such persons are employed shall be paid before the expiry of the seventh day and in other cases before the expiry of tenth day after the last day of the wage period in respect of which the wages are payable.

66. Where the employment of any worker is terminated by or on behalf of the contractor the wages earned by him shall be paid before the expiry of the second working day from the day on which his employment is terminated.

67. All payments of wages shall be made on a working day at the work premises and during the working time and on a date notified in advance and in case the work is completed before the expiry of the wage period, final payment shall be made within 48 hours of the last working day.

68. Wages due to every worker shall be paid to him or to other person authorised by him in this behalf.

69. All wages shall be paid in current coin or currency or in both.

70. Wages shall be paid without any deductions of any kind except those specified by the Central Government by general or special order in this behalf or permissible under the Payment of Wages Act, 1936 (4 of 1936).

71. A notice showing the wage period and the place and time of disbursement of wages shall be displayed at the place of work and a copy sent by the contractor to the principal employer under acknowledgement.

72. The principal employer shall ensure the presence of his authorised representative at the place and time of disbursement of wages by the contractor to workmen and it shall be the duty of the contractor to ensure the disbursement of wages in the presence of such authorised representative.

73. The authorised representative of the principal employer shall record under his signature a certificate at the end of the entries in the Register of Wages or the ¹[Register of Wages-cum-Muster Roll] as the case may be, in the following form:

“Certified that the amount shown in column No.has been paid to the workman concerned in my presence on...at.....”

CHAPTER VII

REGISTERS AND RECORDS AND COLLECTION OF STATISTICS

74. Register of contractors:-Every principal employer shall maintain in respect of each registered establishment a register of contractors in Form XII.

¹ Subs. by G.S.R. 948, dated 12th July, 1978.

75. Register of persons employed:-Every contractor shall maintain in respect of each registered establishment where he employs contract labour a register in Form XIII.

76. Employment Card:-(i) Every contractor shall issue an employment card in Form XIV to each worker within three days of the employment of the worker.

- (ii) The card shall be maintained upto date and any change in the particulars shall be entered therein.

77. Service Certificate:-On termination of employment for any reason whatsoever the contractor shall issue to the workman whose services have been terminated a Service Certificate in Form XV.

78. Muster Roll, Wages Register, Deduction Register and Overtime Register:-¹(1) (a) Every contractor shall, in respect of each work on which he engages contract labour,—

- (i) maintain a Muster-Roll and a Register of Wages in Form XVI and Form XVII, respectively;

Provided that a combined Register of Wage-cum-Muster Roll in Form XVII, shall be maintained by the contractor where the wage period is a Fortnight or less;

- (ii) maintain a Register of Deduction for damage or loss, Register of Fines and Register of Advances in Form XX, Form XXI and Form XXII, respectively;
- (iii) maintain a Register of Overtime in Form XXIII recording therein the number of hours of, and wages paid for, overtime work, if any.

- (b) Every contractor shall, where the wage period is one week or more, issue wage slips in Form XIX, to the workmen at least a day prior to the disbursement of wages.
- (c) Every contractor shall obtain the signature or thumb impression of the worker concerned against the entries relating to him on the Register of Wages or Muster Roll-cum-Wages Register, as the case may be, and the entries shall be authenticated by the initials of the contractor or his authorised representative and shall also be duly certified by the authorised representative of the principal employer in the manner provided in rule 73.
- (d) In respect of an establishment which are governed by the Payment of Wages Act, 1936 (4 of 1936), and the rules made thereunder or Minimum Wages Act, 1948 (11 of 1948) or the rules made thereunder, the following registers and records required to be maintained by a contractor as employer under those Acts and the rules made thereunder, shall be deemed to be register and records to be maintained by the contractor under these rules, namely:
- (a) Muster Roll;
- (b) Register of Wages;
- (c) Register of Deductions;
- (d) Register of Overtime;

1 Subs. by G. S. R. 948, dated, 12th July, 1978.

- (e) Register of Fines;
- (f) Register of Advances;
- (g) Wages slip;

(3) Notwithstanding anything contained in these rules, where a combined or alternative form, is sought to be used by the contractor to avoid duplication of work for compliance with the provisions of any other Act or the rules framed thereunder for any other laws or regulations or in cases where mechanised pay-rolls are introduced for better administration, alternative suitable form or forms in lieu of any of the forms prescribed under these rules, may be used with the previous approval of the ¹[Regional Labour Commissioner (Central)].

79. Every contractor shall display an abstract of the Act and rules in English and Hindi and in the language spoken by the majority of workers in such form as may be approved by the Chief Labour Commissioner (Central).

80. (1) All registers and other records required to be maintained under the Act and rules, shall be maintained complete and up-to-date, and, unless otherwise provided for, shall be kept at an office or the nearest convenient building within the precincts of the workplace or at a place within a radius of three kilometres.

²(2) Such registers shall be maintained legible in English and Hindi or in the language understood by the majority of the persons employed in the establishments.]

(3) All the registers and other records shall be preserved in original for a period of three calendar years from the date of last entry therein.

(4) All the registers, records and notices maintained under the Act or rules shall be produced on demand before the Inspector or any other authority under the Act or any person authorised in that behalf by the Central Government.

(5) Where no deduction or fine has been imposed or no overtime has been worked during any wage period, a 'nil' entry shall be made across the body of the register at the end of the wage period indicating also in precise terms the wage period to which the 'nil' entry relates, in the respective registers maintained in Forms XX, XXI, and XXIII respectively.

81. (1) (i) Notices showing the rates of wages, hours of work, wage periods, dates of payment of wages, name and address of the Inspectors having jurisdiction, and date of payment of unpaid wages, shall be displayed in English and in Hindi and in the local language understood by the majority of the workers in conspicuous places at the establishment and the work-site by the principal employer or the contractor, as the case may be.

(ii) The notices shall be correctly maintained in a clean and legible condition.

(2) A copy of the notice shall be sent to the Inspector and whenever any changes occur the same shall be communicated to him forthwith.

³(3) Every principal employer shall, within fifteen days of the commencement or completion of each contract work under each contractor, submit a return to the Inspector, appointed under section 28 of the Act,

1 Subs. by G. S. R. 48, dated, 31st December, 1987.

2 Subs. by G. S. R. 657, dated, 11th August, 1987.

3 Ins. by G. S. R. 199, dated, 25th January, 1977.

intimating the actual dates of the commencement or, as the case may be, completion of such contract work, in Form VI B.]

82. Returns - (1) Every contractor shall send half yearly return in Form XXIV (in duplicate) so as to reach the Licensing Officer concerned not later than 30 days from the close of the half year.

Note:-Half year for the purpose of this rule means "a period of 6 months commencing from 1st January and 1st July of every year".

(2) Every principal employer of a registered establishment shall send annually a return in Form XXV (in duplicate) so as to reach the Registering Officer concerned not later than the 15th February following the end of the year to which it relates.

¹[(3) The returns to be submitted under this rule by contractor/principal employer shall be correct, complete and up-to-date in all respects.]

83. (1) The Board, Committee, Chief Labour Commissioner (Central) or the Inspector or any other authority under the Act shall have powers to call for any information or statistics in relation to contract labour from any contractor or principal employer at any time by an order in writing.

(2) Any person called upon to furnish the information under sub-rule (1) shall be legally bound to do so.

FORM I

[SEE RULE 17(1)]

APPLICATION FOR REGISTRATION OF ESTABLISHMENTS EMPLOYING CONTRACT LABOUR

1. Name and location of the establishment.
2. Postal address of the establishment.
3. Full name and address of the Principal Employer (furnish father's name in the case of individuals).
4. Full name and address of the Manager or person responsible for the supervision and control of the establishment.
5. Nature of work carried on in the establishment.
6. Particulars of contracts and contract labour:
 - (a) Names and Address of Contractors.
 - (b) Nature of work in which contract labour is employed or is to be employed.
 - (c) Maximum number of Contract Labour to be employed on any day through each contractor.
 - ²[(cc) Estimated date of commencement of each contract work under each contractor.]
 - (d) Estimated date of termination of employment of Contract Labour under each contractor..
- ³ [7. Particulars of demand draft enclosed (Name of the Union Bank, amount, demand draft No. and date).

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

¹ Ins. by G. S. R. 199, dated, 25th January, 1977.

² Inserted by G. S.R. 199, dated 25th January, 1977.

³ Inserted by G. S. R. 657, dated, 11th August, 1987.

Principal employer
Seal and Stamp

Date of receipt of Application	Office of the Registering Officer
---------------------------------------	--

FORM II
[SEE RULE 18 (1)]
CERTIFICATE OF REGISTRATION

Date.....

Government of India
Office of the Registering Officer

A Certificate of Registration containing the following particulars is hereby granted under sub-section (2) of section 7 of the Contract Labour (Regulation and Abolition) Act, 1970, and the rules made thereunder, to

.....
.....

1. Nature of work carried on in the establishment.
2. Names and Address of Contractors.
3. Nature of work in which contract labour is employed or is to be employed.
4. Maximum number of contract labour to be employed on any day through each contractor.
5. Other particulars relevant to the employment of contract labour.

Signature of Registering
Officer with Seal

FORM III
[REFER RULE 18 (3)]
REGISTER OF ESTABLISHMENTS

Sr. No.	Registration No. and date	Name and address of the establishment registered	Name of the Principal Employer and his address	Type of business, trade, industry, manufacture or occupation, which is carried on in the establishment	Total No. of workmen directly employed
(1)	(2)	(3)	(4)	(5)	(6)

Particulars of contractor and Contract Labour

Name and address of the contractor	Nature of work in which contract labour is employed or is to be employed	Maximum No. of contract labour to be employed on any day	Probable duration of employment of contract labour	Remarks

(7)	(8)	(9)	(10)	(11)

FORM IV
[SEE RULE 21 (1)]
APPLICATION FOR LICENCE

1. Name and address of the contractor (including his father's name in case of individuals).

2. Date of birth and age (in case of individuals).

3. Particulars of Establishment where contract labour is to be employed—

(a) Name and address of the establishment;

(b) Type of business, trade, industry, manufacture or occupation, which is carried on in the establishment;

(c) Number and date of Certificate of Registration of the Establishment under the Act;

(d) Name and address of the Principal Employer.

4. Particulars of contract labour:—

(a) Nature of work in which contract labour is employed or is to be employed in the establishment.

(b) Duration of the proposed contract work (give particulars of proposed date of commencing and ending):

(c) Name and address of the Agent or Manager of Contractor at the worksite:

(d) Maximum No. of contract labour proposed to be employed in the establishment on any date:

5. Whether the contractor was convicted of any offence within the preceding five years, If so, give details.

6. Whether there was any order against the contractor revoking or suspending licence or forfeiting security deposits in respect of an earlier contract. If so, the date of such order.

7. Whether the contractor has worked in any other establishment within the past five years. If so, give details of the Principal Employer, Establishment and nature of work.

8. Whether a certificate by the Principal Employer in Form V is enclosed.

¹[9. Amount of licence fee, name of the Union Bank demand draft No. and date.]

10. Amount of security deposit, name of the Union Bank, demand draft No. and date.

Note:-The application shall be accompanied by demand draft and the challan for the appropriate amount and a certificate in Form V from the principal employer..... dated of the receipt of the application with 'demand draft' and the challan for fees/security deposit].

Declaration:-I hereby declare that the details given above are correct to the best of my knowledge and belief.

Place:.....

Signature of the applicant (Contractor)

Date:.....

Note:-The application should be accompanied by a Treasury Receipt for the appropriate amount and a certificate in Form V from the Principal Employer.

(To be filled in the office of the Licensing Officer)

Date of receipt of the application with challan for fees/Security Deposit.

Signature of the Licensing Officer

FORM V

[SEE RULE 21 (2)]

FORM OF CERTIFICATE BY PRINCIPAL EMPLOYER

Certified that I have engaged the applicant (name of the contractor) as a contractor in my establishment. I undertake to be bound by all the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971, in so far as the provisions are applicable to me in respect of the employment of contract labour by the applicant in my establishment.

Signature of Principal Employer
Name and address of Establishment

Place:

Date:

¹**[FORM VA**

[SEE RULE 24 (1-A)]

APPLICATION FOR ADJUSTMENT OF SECURITY DEPOSIT

Name and address of the contractor	No. and date of licence	Date of expiry of previous licence	Whether the licence of the contractor was suspended or revoked
1	2	3	4

² [No. and date of of the demand draft of the security deposit in respect of the previous licence]	Amount of previous security deposit	³ [No. and date of of the demand draft of the balance of security deposit, if any, required on the fresh contract]	No. and date of certificate of registration of the establishment in relation to which new licence is applied for
5	6	7	8

Name and address of the principal employer	Particulars of fresh contract	Remarks
9	10	11

Place:.....

Signature of the applicant

1 Subs. by G. S. R. 657, dated, 11th August, 1987.

2 Subs. by G. S. R. 657, dated, 11th August, 1987.

3 Subs. by G. S. R. 657, dated, 11th August, 1987.

Date:.....

FORM VI
[SEE RULE 25 (1)]
GOVERNMENT OF INDIA

Licence No. Dated

Fee paid Rs.

LICENCE

1. Licence is hereby granted tounder section 12(1) of the Contract Labour (Regulation and Abolition) Act, 1970 subject to the conditions specified in Annexure.

¹2. This licence is for doing the work of (nature of work to be indicated) in the establishment of(name of principal employer to be indicated) of.....(place of work to be indicated).

3. The licence shall remain in force till(date to be indicated)].
Date:.....

Signature of and Seal of the Licensing Officer

RENEWAL
[RULE 29]

Date of renewal	Fee paid for renewal	Date of Expiry
1.		
2.		
3.		

Date:.....

Signature of and Seal of the Licensing Officer

ANNEXURE

The licence is subject to the following conditions:

1. The licence shall be non-transferable.
2. The number of workmen employed as contract labour in the establishment shall not, on any day, exceed.....
3. Except as provided in the rules the fees paid for the grant, or as the case may be, for renewal of the licence shall be non-refundable.
4. The rates of wages payable to the workmen by the contractor shall not be less than the rates prescribed for the Schedule of employment under the Minimum Wages Act, 1948, where applicable, and where the rates have been fixed by agreement, settlement or award, not less than the rates fixed.
5. In case where the workmen employed by the contractor perform the same or similar kind of work as the workmen directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workmen of the contractor shall be the same as applicable to the workmen directly employed by the principal employer of the establishment on the same or similar kind of work: Provided that in the case of any disagreement with regard to the type of work the same shall be decided by the ²[Deputy Chief Labour Commissioner (Central)] whose decision shall be final.

1 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

2 Subs. by G. S. R. 574 (E), dated, 30th June, 2000 (w.e.f. 30-6-2000)

6. In other cases the wage rates, holidays, hours of work and conditions of service of the workmen of the contractor shall be such as such may be specified in this behalf by the ¹[Deputy Chief Labour Commissioner (Central)].
7. In every establishment where 20 or more women are ordinarily employed as contract labour there shall be provided 2 rooms of reasonable dimension for the use of their children under the age of six years. One of such rooms would be used as a play room for the children and the other as bed room for the children. For this purpose the contractor shall supply adequate number of toys and games in the play room and sufficient number of cots and beddings in the sleeping room. The standard of construction and maintenance of the crèches may be such as may be specified in this behalf by the ²[Deputy Chief Labour Commissioner (Central)].
8. The licensee shall notify any change in the number of workmen or the conditions of work to the Licensing Officer.
- ³9. A copy of the licence shall be displayed prominently at the premises where the contract work is being carried on].
- ⁴10. The license shall, within fifteen days of the commencement and completion of each contract work submit a return to the Inspector appointed under section 28 of the Act intimating the actual date of the commencement or, as the case may be, completion of such contract work in Form VI-A.]

⁵[FORM VIA**[SEE RULE 25(2) (VIII)]****NOTICE OF COMMENCEMENT/COMPLETION OF CONTRACT WORK**

1/We, Shri M/s.(Name and address of the contractor) hereby intimate that the contract work.....

.....
(Name of work).....in the establishment of the.....(Name and address of principal employer) for which licence No.dated.....has been issued to me/us by the licensing officer (name of the headquarter), has been commenced/completed with effect from/date/on (date).

Signature of the Contractor(s)

To

The Inspector

.....
.....

FORM VIB**[SEE RULE 81 (3)]****NOTICE OF COMMENCEMENT/COMPLETION OF CONTRACT WORK**

1. Name of the principal
- Employer and address
2. No. and date of

1 Subs. by G. S. R. 574 (E), dated, 30th June, 2000 (w.e.f. 30-6-2000)
 2 Subs. by G. S. R. 574 (E), dated, 30th June, 2000 (w.e.f. 30-6-2000)
 3 Ins. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 30-6-2000).
 4 Ins by G. S. R. 657, dated, 11th August, 1987.
 5 Ins. by G. S. R. 199, dated, 25th January, 1977.

Certificate of registration

3. I/We hereby intimate that the contract work (Name of work) given to (Name and address of the contractor) having licence No.dated.....has been commenced /completed with effect from (date)/on (date).

Signature of the Principal Employer

To

The Inspector
.....
.....

FORM VII
[SEE RULE 29 (2)]
APPLICATION FOR RENEWAL OF LICENCES

1. Name and address of the contractor
2. Number and date of licence
3. Date of expiry of the previous licence
4. Whether the licence of the contractor was suspended or revoked
- ¹[5. Name of the Bank number and date for the demand draft enclosed. Date of receipt of the application with "demand draft number and date.]

Place.....

Date.....

Signature of the Applicant

(To be filled in the office of the Licensing Officer)

Date of receipt of the application with Treasury Receipt No. and date.

Signature of the Licensing Officer

FORM VIII
[SEE RULE 32(2)]
APPLICATION FOR TEMPORARY REGISTRATION OF ESTABLISHMENTS EMPLOYING CONTRACT LABOUR

1. Name and location of the establishment.
2. Postal address of the establishment.
3. Full name and address of the Principal Employer (furnish father's name in the case of individuals).
4. Full name and address of the Manager or person responsible for the supervision and control of the establishment.
5. Nature of work carried on in the establishment.
6. Particulars of contract labour.
 - A. Nature of work in which contract labour is to be employed and reasons for urgency.
 - B. Maximum number of contract labour to be employed on any day.
 - C. Estimated date of termination of employment of contract labour.
- ²[7. Particulars of demand draft enclosed (name of the Union Bank, demand draft No. and date).]

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

1 Subs. by G. S. R. 657, dated, 11th August, 1987.
2 Added by G. S. R. 657, dated, 11th August, 1987.

Principal Employer Seal and Stamp
Time and date of receipt of application
With Treasury Receipt ¹[***] Office of the Registering Officer.

FORM IX
[SEE RULE 32(3)]
DATE OF EXPIRY.....
TEMPORARY CERTIFICATE OF REGISTRATION

No.....

Date.....

Government of India
Office of the ²[Registering] Officer

A Temporary Certificate of Registration containing the following particulars is hereby granted under sub-section (2) of section 7 of the Contract Labour (Regulation and Abolition) Act, 1970, and the rules made thereunder, to

.....valid
from.....to.....

1. Nature of work carried on in the establishment.
2. Nature of work in which contract labour is to be employed.
3. Maximum number of contract labour to be employed on any day.
4. Other particulars relevant to the employment of contract labour.

Signature of Registering Officer
with Seal

FORM X
[SEE RULE 32 (2)]
APPLICATION FOR TEMPORARY LICENCE

1. Name and address of the contractor (including his father's name in case of individuals).....
2. Date of birth and age (in case of individuals).
3. Particulars of establishment where Contract Labour is to be employed—
 - (a) Name and address of the establishment;
 - (b) Type of business, trade, industry, manufacture or occupation, which is carried on in the establishment;
 - (c) Name and address of the Principal Employer.
4. Particulars of contract labour:—
 - (a) Nature of work in which contract labour is to be employed in the establishment.
 - (b) Duration of the proposed contract work (give particulars of proposed date of commencing and ending):
 - (c) Name and address of the Agent or Manager of Contractor at the work-site:
 - (d) Maximum No. of contract labour proposed to be employed in the establishment on any date:
5. Whether the contractor was convicted of any offence within the preceding five years, If so, give details.

1 Omitted by G. S. R. 870, dated, 26th July, 1974.

2 Subs. by G. S. R. 1649, dated, 16th December, 1972 (w.e.f. 30-12-1972).

6. Whether there was any order against the contractor revoking or suspending licence or forfeiting security deposits in respect of an earlier contract. If so, the date of such order.

7. Whether the contractor has worked in any other establishment within the past five years. If so, give details of the Principal Employer, Establishment and nature of work.

¹[8. Amount of licence fee paid—name of the Union Bank demand draft No. and date.]

²[9. Amount of security deposit—name of the Union Bank, demand draft No. and date. Date of the receipt of the application with demand draft for fees/security deposits.]

I hereby declare that the details given above are true to the best of my knowledge and belief.

Place:.....

Signature of the Applicant

Date:.....

(Contractor)

(To be filled in the office of the Licensing Officer)

Date of receipt of the application with challan for fees/Security Deposit.

Signature of the Licensing Officer

FORM XI
[SEE RULE 32(3)]
GOVERNMENT OF INDIA
OFFICE OF THE LICENSING OFFICER

Licence No.

Date:.....

Fee paid Rs.

Signature of the Licensing Officer

Temporary Licence

Expires on.....

Licence is hereby granted tounder section 12(2) of the Contract Labour (Regulation and Abolition) Act, 1970 subject to the conditions specified in Annexure.

The licence shall remain in force till

Signature of and Seal of the Licensing Officer

Date:.....

ANNEXURE

The licence is subject to the following conditions:—

1. The licence shall be non-transferable.
2. The number of workmen employed as contract labour in the establishment shall not, on any day, exceed.....
3. Except as provided in the rules the fees paid for the grant, of the licence shall be non-refundable.
4. The rates of wages payable to the workmen by the contractor shall not be less than the rates prescribed for the Schedule of employment under the Minimum Wages Act, 1948, where applicable, and where the rate have been fixed by agreement, settlement or award, not less than the rates fixed.
5. In case where the workmen employed by the contractor perform the same or similar kind of work as the workmen directly employed by the principal employer of the establishment, the wage rates, holidays, hours

1 Subs. by G. S. R. 657, dated, 11th August, 1987.

2 Subs. by G. S. R. 657, dated, 11th August, 1987.

of work and other conditions of service of the workmen of the contractor shall be the same as applicable to the workmen directly employed by the principal employer of the establishment on the same or similar kind of work: Provided that in the case of any disagreement with regard to the type of work the same shall be decided by the ¹[Deputy Chief Labour Commissioner (Central)] whose decision shall be final.

6. In other cases the wage rates, holidays, hours of work and conditions of service of the workmen of the contractor shall be such as may be specified in this behalf by the Chief Labour Commissioner (Central).

²[7. A copy of the licence shall be displayed prominently at the premises where the contract work is being carried on].

FORM XII

[SEE RULE 74]

REGISTER OF CONTRACTORS

1. Name and address of the Principal Employer.....
2. Name and address of the establishment.....

Sr. No.	Name and address of the contractor	Nature of work on contract	Location of contract work	Period of contract		Maximum No. of workmen employed by contractor
				From	To	
1	2	3	4	5	6	7

Signature of the Licensing Officer

Place.....

Date.....

1 Subs. by G. S. R. 574 (E), dated 30th June, 2000 (w.e.f. 30-6-2000).

2 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

**FORM XIV
(SEE RULE 76)
EMPLOYMENT CARD**

Name and address of Contractor..... Name and address of Establishment in/under which contract is carried on

Nature of work and location of work Name and address of Principal Employer.....

1. Name of the workman
2. Sr. No. in the register of workmen employed
3. Nature of employment/Designation
4. Wage rate (with particulars of unit in case of piece work,)
5. Wage period
6. Tenure of employment
7. Remarks

Signature of Contractor

**FORM XV
(SEE RULE 77)
SERVICE CERTIFICATE**

Name and address of Contractor..... Name and address of Establishment in/under which contract is carried on

Name and location of work.....

Name and address of the workman Name and address of Principal Employer.....

Age or Date of Birth.....

Identification Marks

Father's/Husband's name

Sl. No.	Total period for which employed		Nature of work done	Rate of wages (with particulars of unit in case of piece work)	Remarks
	From	To			
1	2	3	4	5	6

Signature

**FORM XVI
1[SEE RULE 78 (1) (A) (i)]
MUSTER ROLL**

Name and address of Contractor..... Name and address of Establishment ²under which contract is carried on

Name and location of work Name and address of Principal Employer.....

1 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).
2 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

FORM XVII
¹[SEE RULE 78 (A) (i)]
REGISTER OF WAGES

Name and address of Contractor _____

Name and address of Establishment in/under which contract is carried on _____

Nature and location of work _____

Name and address of Principal Employer _____

Wage Period: Monthly

Sl. No.	Name of work-man	Serial No. in the register of work man	Designation/nature of work done	No. of days worked	Units of work done	Daily rate of wages /piece rate	Amount of wages earned					Deductions, if any, (indicate nature)	Net amount paid	Signature/Thumb impression	Initials of contractor or his representative
							Basic wages	Dearness Allowances - (Nature of)	Over-time	Other cash payments nature)	Total				
							Payment to be indicated)	(Nature of							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

¹ Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

FORM XVIII
¹[SEE RULE 78(1) (A) (I)]
FORM OF REGISTER OF WAGES-CUM-MUSTER ROLL

Name and address of Contractor_____

Name and address of Establishment in/under which contract is carried on _____

Nature and location of work_____

Name and address of Principal Employer_____

Wage Period: Weekly /fortnightly

From _____ to _____

Sl. No.	Serial No. in register of work man	Name of employee	Designation/nature of work	Daily attendance units worked	Total attendances units of work done	Daily rate of wages /piece rate	Amount of wages earned					Deductions, if any, (indicate nature)	Net amount paid of work	Signature/Thumb impression	Initials of contractor or his representative
							Basic wages	Dearness Allowance	Overtime	Other cash payments (nature of payments to be indicated)	Total				
		12:15					Payment to be indicated)								
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

¹ Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

FORM XIX
¹[SEE RULE 78 (1) (B)]
WAGE SLIP

Name and address of Contractor..... Name and Father's/Husband's
name of the workman.....
Name and location of work..... For the Week/Fortnight/Month
ending.....

- 1. No. of days worked
- 2. No. of units worked in case of
piece rate workers
- 3. Rate of daily wages/piece rate
- 4. Amount of overtime wages
- 5. Gross wages payable
- 6. Deductions, if any
- 7. Net amount of wages paid

Initials of the Contractor or his
representative

1 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

FORM XX¹[SEE RULE 78(1) (A) (ii)]**REGISTER OF DEDUCTIONS FOR DAMAGE OR LOSS**

Name and address of Contractor_____

Name and address of Establishment in/under which contract is carried on _____

Nature and location of work_____

Name and address of Principal Employer_____

Sl. No.	Name of workman	Father's/Husband's name	Designation / nature of employment	Particulars of damage or loss	Date of damage or loss	Whether workman showed cause against deduction	Name of person in whose presence employee's explanation was heard	Amount of deduction imposed	No. of instalments	Date of recovery		Remarks
										First instalment	Last instalments	
1	2	3	4	5	6	7	8	9	10	11	12	13

FORM XXI²[SEE RULE 78(1) (A) (II)]**REGISTER OF FINES**

Name and address of Contractor_____

Name and address of Establishment in/under which contract is carried on _____

1 Subs. by G. S. R. 948, dated, 12th July, 1978.

2 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

Nature and location of work _____

Name and address of Principal Employer _____

Sl. No	Name of workman	Father's /Husband's name	Designation/Nature of employment	Act/omission for which fine imposed	Date of offence	Whether workman showed cause against fine	Name of person in whose presence employee's explanation was heard	Wage periods & wages payable	Amount of fine imposed	Date on which fine realised	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

FORM XXII¹[SEE RULE 78(1) (a) (ii)]**REGISTER OF ADVANCES**

Name and address of Contractor _____

Name and address of Establishment in/under which contract is carried on _____

Nature and location of work _____

Name and address of Principal Employer _____

¹ Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

Sl. No.	Name	Father's /Husband's name	Nature of employment/ Designation	Wage period and wages payable	Date & amount of advance given	Purpose(s) for which advance made	No. of instalments by which advance to be repaid	Date & amount of each instalment re-paid	Date on which last instalment was repaid	Remarks
1	2	3	4	5	6	7	8	9	10	11

FORM XXIII

¹[SEE RULE 78(1) (a) (iii)]
REGISTER OF OVERTIME

Name and address of Contractor_____

Name and address of Establishment in/under which contract is carried on_____

Nature and location of work_____

Name and address of Principal Employer_____

Sl. No.	Name of workman	Father's /Husband's name	Sex	Designation/ nature of employment	Date on which overtime worked	Total over-time worked or production in case of piece rated	Normal rates of wages	Over-time rate of wages	Over-time earnings	Date on which over-time wages paid	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

1 Subs. by G. S. R. 948, dated, 12th July, 1978 (w.e.f. 22-7-1978).

FORM XXIV
[SEE RULE 82 (1)]**RETURN TO BE SENT BY THE CONTRACTOR TO THE LICENSING OFFICER**
Half year ending.....

1. Name and address of Contractor
2. Name and address of Establishment
3. Name and address of Principal Employer
4. Duration of contract: From.....to.....
5. No. of days during the half year on which—
 - (a) the establishment of the principal employer had worked
 - (b) the contractors' establishment had worked.....
6. Maximum number of contract labour employed on any day during the half year:
Men Women Children Total
7. (i) Daily hours of work and spread over—
(ii) (a) Whether weekly holidays observed and on what day—
(b) If so, whether it was paid for—
(iii) Number of manhours of overtime worked—
8. Number of mandays worked by—
Men Women Children Total
9. Amount of wages paid
Men Women Children Total
10. Amount of deductions from wages, if any:—
Men Women Children Total
11. Whether the following have been provided—
 - (i) Canteen
 - (ii) Rest Rooms
 - (iii) Drinking water
 - (iv) Creches
 - (v) First Aid
 (if the answer is 'yes' state briefly standards provided)

Signature of Contractor

Place.....

Date.....

FORM XXV
[SEE RULE 82 (2)]**ANNUAL RETURNS OF PRINCIPAL EMPLOYER TO BE SENT TO THE REGISTERING OFFICER**Year ending 31st December.....

1. Full name and address of the Principal Employer:
2. Name of Establishment:
 - (a) District
 - (b) Postal Address
 - (c) Nature of operations/industry/work carried on
3. Full name of the Manager or person responsible for supervision and control of the establishment.
4. No. of contractors who worked in the establishment during the year (Give details in Annexure):
5. Nature of work/operations on which contract labour was employed:

6. Total number of days during the year on which contract labour was employed:

7. Total number of mandays worked by contract labour during the year:

8. Maximum No. of workmen employed directly on any day during the year:

9. Total No. of days during the year on which direct labour was employed:

10. Total No. of mandays worked by directly employed workmen:

11. Change, if any, in the management of the establishment, its location or any other particulars furnished to the Registering Officer in the application for Registration indicating also the dates:

Principal Employer

Place.....

Date.....

ANNEXURE TO FORM

Name and address of the contractor	Period of contract From To	Nature of work	Maximum No. of workers employed by each contractor	No. of days worked	No. of mandays worked
1	2	3	4	5	6

¹[ANNEXURE 'A']

[RULE 38 (1)]

Sl. No.		Offices	Headquarters of the Offices
1		2	3
1	ALC(C)	Delhi	Delhi
2	RLC(C)	Ajmer	Ajmer
3	ALC(C)	Ajmer	Ajmer
4	ALC(C)	Adipur	Adipur
5	RLC(C)	Asansol	Asansol
6	ALC(C)	Asansol	Asansol
7	RLC(C)	Bombay	Bombay
8	ALC(C)	Bombay	Bombay
9	ALC(C)	Nagpur	Nagpur
10	ALC(C)	Vasco-Da-Gama	Vasco-Da-Gama
11	RLC(C)	Calcutta	Calcutta
12	ALC(C)	Calcutta	Calcutta
13	RLC(C)	Gauhati	Gauhati
14	RLC(C)	Dhanbad	Dhanbad
15	ALC(C)	Dhanbad	Dhanbad
16	ALC(C)	Chaibasa	Chaibasa
17	ALC(C)	Hazaribagh	Hazaribagh
18	RLC(C)	Hyderabad	Hyderabad

¹ Ins. by G. S. R. 657, dated, 11th August, 1987.

Sl. No.		Offices	Headquarters of the Offices
1		2	3
19	ALC(C)	Hyderabad	Hyderabad
20	ALC(C)	Vijayawada	Vijaywada
21	ALC(C)	Vishkhapatnam	Vishkhapatnam
22	RLC(C)	Jabalpur	Jabalpur
23	ALC(C)	Jabalpur	Jabalpur
24	ALC(C)	Raipur	Raipur
25	ALC(C)	Shahdol	Shahdol
26	RLC(C)	Kanpur	Kanpur
27	ALC(C)	Kanpur	Kanpur
28	RLC(C)	Chandigarh	Chandigarh
29	RLC(C)	Bhubaneshwar	Bhubaneshwar
30	ALC(C)	Bhubaneshwar	Bhubaneshwar
31	RLC(C)	Madras	Madras
32	ALC(C)	Madras	Madras
33	ALC(C)	Ernakulam	Ernakulam
34	RLC(C)	Bangalore	Bangalore
35	ALC(C)	Bellary	Bellary
36	ALC(C)	Dehradun	Dehradun
37	ALC(C)	Rohtak	Rohtak
38	ALC(C)	Jagdapur	Jagdapur
39	ALC(C)	Jaipur	Jaipur
40	ALC(C)	Kolar Gold Fields	Kolar Gold Fields]
