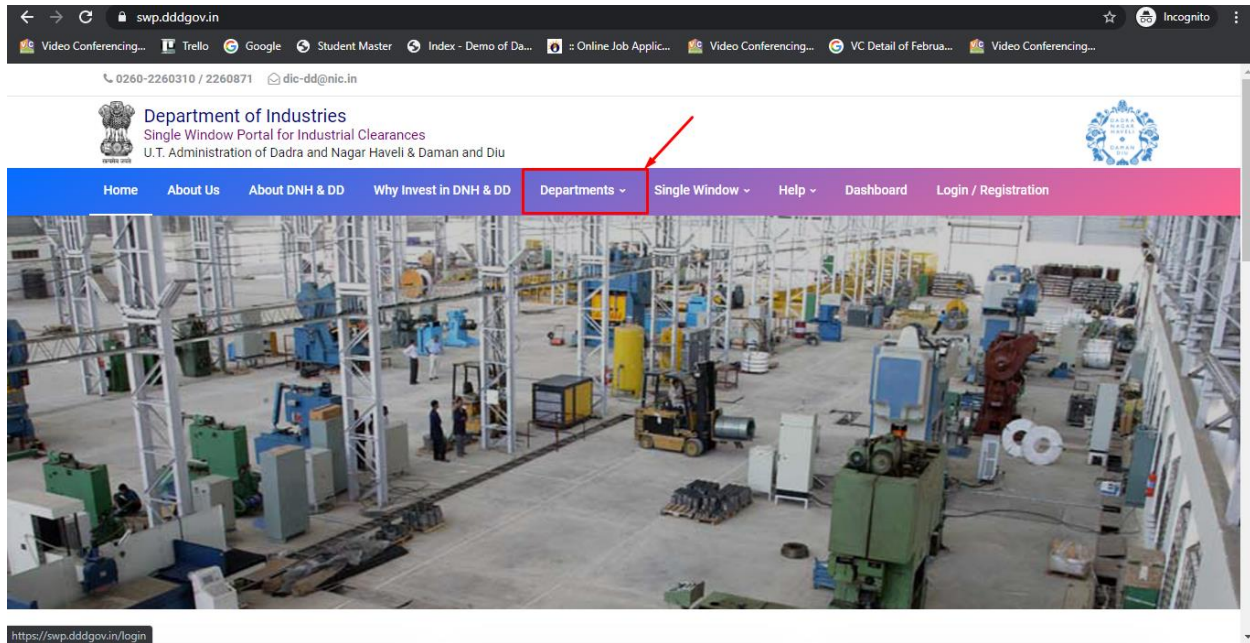
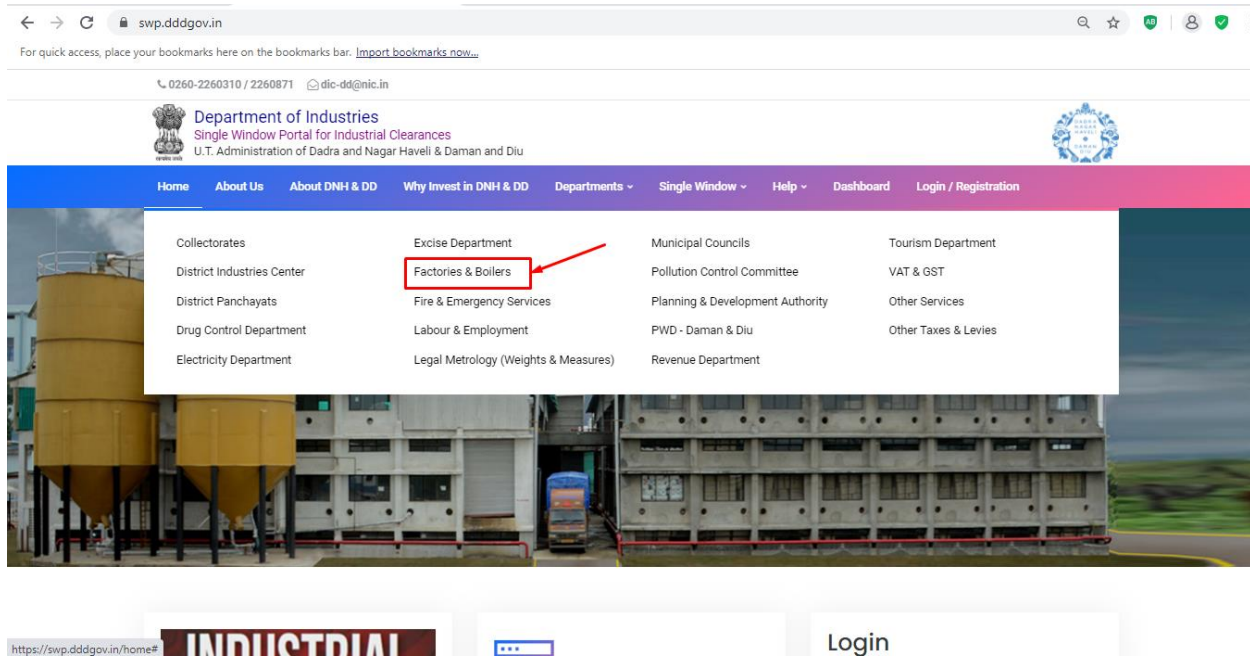


User Guide for online filing of Renewal of license under The Factories Act, 1948

1. Open the website: <https://swp.dddgov.in/> and click on Department menu.



2. Click on Factories & Boiler Department from the menu.



3. From the Department's page, click on "Click here" for the Renewal of license under The Factories Act, 1948.

Department of Industries
Single Window Portal for Industrial Clearances
U.T. Administration of Dadra and Nagar Haveli & Daman and Diu

Home About Us About DNH & DD Why Invest in DNH & DD Departments Single Window Help Dashboard Login / Registration

Home • Departments • Factories & Boilers

Department of Factories & Boilers

On the basis of recommendation made by the DIPP, Government of India and Information provided by the concern departments regarding Time lines and Competent Authority for necessary Clearances/NOCs/Permissions/Renewals, Single Window Agency hereby notifies the following Services, the time frames within which these are to be provided to the citizens, Competent Authority and deemed approval authority as per schedule given below:

Sr. No.	Name of Service	Apply Link	Department Name	Timeline (Working Days)	Fees / Procedure / Checklist	Designation of the Authority Responsible to Deliver the Services	1st Appellate Authority for Grievance Redressal	2nd Appellate Authority for Grievance Redressal
1	Registration of license under The Factories Act, 1948	Click Here	Factories & Boiler	20 Days	View	Labour Enforcement Officer.	Asst Labour Commissioner	Secretary
2	Renewal of license under The Factories Act, 1948	Click Here	Factories & Boiler	60 Days	View	Labour Enforcement Officer.	Asst Labour Commissioner	Secretary
3	Approval of plan and permission to construct/extend/or take into use	Click Here	Factories & Boiler	15 Days	View	Labour Enforcement	Asst Labour	Secretary

4. Enter your mobile number and the pin which was generated on your mobile number to login.

swp.dddgov.in/login

Video Conferencing... Trello Google Student Master Index - Demo of Da... Online Job Applic... Video Conferencing... VC Detail of Febru... Video Conferencing...

Login into your account!

Mobile Number

Pin [Forgot Pin ? Click Here.](#)

[Login](#) [Back to Home](#)

Don't have an account? [Registration](#)

5. After login, click on Department & Services and on the search bar type “Under Factory & Boiler Act”.For the “Renewal of license under The Factories Act, 1948” click on “click here”.

The screenshot shows the EODB portal interface. The user is logged in as Aishwarya Marwal. The search bar contains the text "under fa". The search results are displayed in a table under the heading "Under Factory & Boiler Act".

No.	Name of Service	Timeline (Working Days)	Competent Authority	Deemed Approval Authority	Apply
1.	Registration of license under The Factories Act, 1948				Click Here
2.	Renewal of license under The Factories Act, 1948				Click Here
3.	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948				Click Here
4.	Registration of Boilers under The Boilers Act, 1923				Click Here
5.	Renewal of Boilers under The Boilers Act, 1923				Click Here
6.	Registration of Boilers Manufactures under The Boilers Act, 1923				Click Here

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6. Click on “apply for Renewal of license under The Factories Act, 1948”.

The screenshot shows the EODB portal interface. The user is logged in as Aishwarya Marwal. The page title is "Renewal of license under The Factories Act, 1948". The breadcrumb trail is "Home / Factories License". There is a button labeled "Apply for Factories License - Renewal". Below this, there is a search bar and a table with columns: No., Application Number, Factory Name, Install H.P., Factory Address, Submitted On, Status, Query Status, and Action. The table currently shows "No Data Available!".

Showing 10 entries

Search:

No.	Application Number	Factory Name	Install H.P.	Factory Address	Submitted On	Status	Query Status	Action
No Data Available !								

Showing 0 to 0 of 0 entries

Previous Next

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7. Fill the entire form and then click on submit button.

← → ↻ swp.dddgov.in 🔍 ☆ 🛡️ 👤 🟢 ⋮

For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

EODB

- Dashboard
- Company Profile
- Departments & Services
- Change Pin
- Logout

Logged User: Aishwarya Marwal

Renewal of license under The Factories Act, 1948

Home / Factories License

FORM- 3 (See Rule 6)

1. Factory License Number*

2. Full name of factory*


3. Full postal address and situation of factory

4. Full postal address to which communications should be carried (where the factory address serve the purpose of communication also this information need not be given).*

5. Maximum number of workers proposed to be employed on any one day during the year*

6. Installed (H.P.)*

7 (a). Amount of Fee paid Rs.* **7 (b). Treasury receipt Number.*** **7 (c). Treasury receipt Date.***

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For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

EODB

- Dashboard
- Company Profile
- Departments & Services
- Change Pin
- Logout

Logged User: Aishwarya Marwal

4. Full postal address to which communications should be carried (where the factory address serve the purpose of communication also this information need not be given).* **5. Maximum number of workers proposed to be employed on any one day during the year***

6. Installed (H.P.)*


7 (a). Amount of Fee paid Rs.* **7 (b). Treasury receipt Number.*** **7 (c). Treasury receipt Date.***

8. Full name and residential address of the person who shall be the manager of the factory for the purpose of the Act

9. Full name and residential address of the Occupier*

10. Signature of Occupier of the factory*
(Maximum File Size: 1MB) (Upload JPG | PNG | JPEG | JFIF Only)
 No file chosen

11. Signature of Manager of the factory*
(Maximum File Size: 1MB) (Upload JPG | PNG | JPEG | JFIF Only)
 No file chosen

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7. after clicking on submit button, you can see the tracking status of your application, Query Status and Action. Click on Action Button to view or to download your form.

swp.dddgov.in

For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

EODB

Dashboard
Company Profile
Departments & Services
Change Pin
Logout

Logged User: Aishwarya Marwal

Renewal of license under The Factories Act, 1948

Home / Factories License

Apply for Factories License - Renewal

Show 10 entries

No.	Application Number	Factory Name	Install H.P.	Factory Address	Submitted On	Status	Query Status	Action
1	FLR00002	test	20	test	29-01-2021	Application Submitted	-	Form-2

Showing 1 to 1 of 1 entries

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NIC National Informatics Centre

8. Click on Form 2 to view your application.

File | C:/Users/HELPDESK/Downloads/FORM-1%20(6).pdf

For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

Form-2

1 / 1

FORM 3
(See Rule 6)

1	Full name of factory:	test
2	Full postal address and situation of factory:	test
3	Full postal address to which communications should be carried (where the factory address serve the purpose of communication also this information need not be given):	test
4	Maximum number of workers proposed to be employed on any one day during the year:	2
5	Installed (H.P.):	20
6	(a) Amount of Fee paid Rs.:	2500
(b) Treasury receipt Number and Date:		2530 29-01-2021
7	Full name and residential address of the person who shall be the manager of the factory for the purpose of the Act:	test
8	Full name and residential address of the Occupier:	test

Signature of Manager

Signature of Occupier

9. For the payment of application fees, you have to pay the challan which will be send from the admin side after the approval of application. You can check that by clicking on the “action” button and click on “Pay Your Fees”.

The screenshot shows the EODB web portal interface. The user is logged in as Aishwarya Marwal. The page title is "Renewal of license under The Factories Act, 1948". There is a search bar and a "Show 10 entries" dropdown. A table lists application details:

No.	Application Number	Factory Name	Install H.P.	Factory Address	Submitted On	Status	Query Status	Action
1	FLR00002	test	20	test	29-01-2021	Fees Paid	-	View Form-2 Payment Requested Pay Your Fees

The "Pay Your Fees" button in the Action column is highlighted with a red box and a red arrow. The footer includes "Copyright © 2021 | daman.nic.in" and the NIC logo.

10. After that, click on “pay your fees” option and popup box will open where you can upload your paid challan fees and then Click on “Upload Fees Paid Challan Copy”.

This screenshot is identical to the one above, showing the EODB web portal interface. The user is logged in as Aishwarya Marwal. The page title is "Renewal of license under The Factories Act, 1948". There is a search bar and a "Show 10 entries" dropdown. A table lists application details:

No.	Application Number	Factory Name	Install H.P.	Factory Address	Submitted On	Status	Query Status	Action
1	FLR00002	test	20	test	29-01-2021	Fees Paid	-	View Form-2 Payment Requested Pay Your Fees

The "Pay Your Fees" button in the Action column is highlighted with a red box and a red arrow. The footer includes "Copyright © 2021 | daman.nic.in" and the NIC logo.

11. After uploading the paid challan copy, you can download the final certificate after getting approval from the Department .

The screenshot shows the EODB web portal interface. The left sidebar contains navigation options: Dashboard, Company Profile, Departments & Services, Change Pin, and Logout. The main content area is titled 'Renewal of license under The Factories Act, 1948'. A blue button 'Apply for Factories License - Renewal' is visible. Below it, a table lists application entries. The first entry has application number FLR00002, factory name 'test', install H.P. '20', factory address 'test', and submitted on '29-01-2021'. The status is 'Approved'. Below the table, there are several action buttons: 'View', 'Form-2', 'Payment Requested', 'Pay Your Fees', and 'Download Certificate'. The 'Download Certificate' button is highlighted with a red box and a red arrow. The page footer includes 'Copyright © 2021 | daman.nic.in' and the NIC logo.

No.	Application Number	Factory Name	Install H.P.	Factory Address	Submitted On	Status	Query Status	Action
1	FLR00002	test	20	test	29-01-2021	Approved	-	Download Certificate

12. Then Download your final signed certificate for the “Renewal of license under The Factories Act, 1948”.

The screenshot shows a PDF document titled 'Factorylicense_certificate_1611897688.pdf'. The document is a license issued by the U.T. Administration of Dadra and Nagar Haveli and Daman and Diu, Department of Labour. It contains the following information:

- Registration number : 125/CF&B/FL/New/2021
- License number : 125/CF&B/FL/New/2021
- License is hereby granted to test valid only for the premises described below for use as a factory employing not more than 2 persons on any one day during the year and using motive power not exceeding 20 H.P. subject to the provisions of the Factories Act, 1948 and the Rules made an under.
- This License shall remain in force till the 29/01/2028
- Description of the license premises: This License premises on plan number dated are situated in test and consist of
- Date : 29-01-2021
- Place : Daman
- Chief Inspector of Factories

The document also includes a QR code and a barcode at the bottom for verification.

UT Administration of Dadra & Nagar Haveli and Daman & Diu
Department of Labour & Employment
Daman

No. LE/LI/DMN/BRAP/SW/2020/340

Date : 6-9-2020

Read : Business Reforms Action Plan, 2020 (Point Nos. 103,107,111,114, 121, 125, 130, 133 and 136) issued by the Department for Promotion of Industry and Internal Trade & Industry, Government of India, New Delhi

O R D E R

As a part of State Reforms Action Plan 2020-21, the Department for Promotion of Industry and Internal Trade & Industry, Government of India, New Delhi has proposed to define clear timelines mandated through the Public Service Delivery Guarantee Act (or equivalent) legislation for approval of complete application for various services under labour laws.

2. The “**Samay Sudhini Seva**” has already been implemented by the UT Administration of Dadra & Nagar Haveli and Daman & Diu in order to ensure that the services are provided to the citizens in a prescribed timeline.

3. Therefore, the Single Window / Online System set up by the UT Administration of Dadra & Nagar Haveli and Daman & Diu shall accord deemed approvals / clearances / recommendation (as the case may be), in case the concerned approving department / authority does not provide clearances within their specified timelines as per “**Samay Sudhini Seva**” or prescribed time lines under applicable Laws / Regulations / Rules in respect of the following Services :-

Labour Department: -

Reform No.	Name of Services	Time Line (Working Days)	Competent Authority
121	License and renewal of license for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970	20 Days	LEO / Dy. Commissioner (Labour) / Dy. Collector
125	Registration under The Shops and Establishment Act (including 365-days license)	15 Days	Labour Inspector / LEO
130	Registration of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970	20 Days	LEO / Dy. Commissioner (Labour) / Dy. Collector
133	The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996	20 Days	Dy. Commissioner (Labour) / Dy. Collector
136	Registration/Renewal of establishment under the Inter State Migrant Workmen (RE&CS) Act, 1979	20 Days	Dy. Commissioner (Labour) / Dy. Collector

Department of Factories & Boilers:-

Reform No.	Name of Services	Time Line (Working Days)	Competent Authority
103	Registration of Factories under the Factories Act, 1948 / Factory Licence	20 Days	Chief Inspector of Factories & Boiler
107	Approval of Plan and permission to construct/extend/or take into use any building as a factory	15 Days	Chief Inspector of Factories & Boilers
111	Registration of Boilers under The Boilers Act, 1923	30 days	Chief Inspector of Factories & Boilers
	Renewal of Registration under The Boilers Act, 1923	15 days	Chief Inspector of Factories & Boilers
114	Registration of Boilers Manufactures under The Boilers Act, 1923	15 days	Chief Inspector of Factories & Boilers

Aforesaid Services are to be provided in prescribed time limit, failing which approval would be granted by Single Window / Online System to the applicant and Responsibility of the Officer/ Official shall be fixed for causing delay in providing services in time bound manner & necessary departmental proceeding may be initiated against the concern.

Further if any query / clarification related to investor's application, the concern department will communicate the same to the applicant once and within 7 days of receipt of the application.



(Danish Ashraf, IAS)
Secretary (Labour)
DNH & DD

To,
All the Labour Inspectors / LEO,
DNH & DD.

Copy to :-

1. The Addl. Commissioner (Labour), DNH / Daman / Diu
2. The Chief Inspector of Factories & Boilers, DNH & DD
3. The Deputy Commissioner (Labour), DNH / Daman / Diu