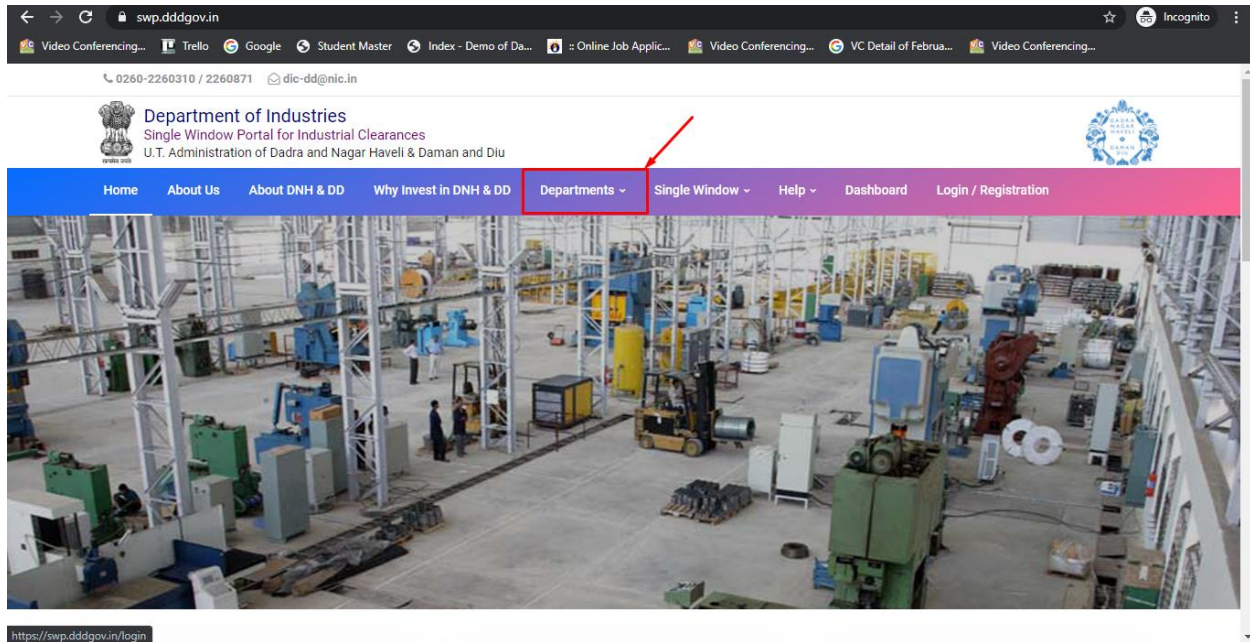


Registration / Renewal under Building and Other Construction Workers (RE & CS) Act, 1996

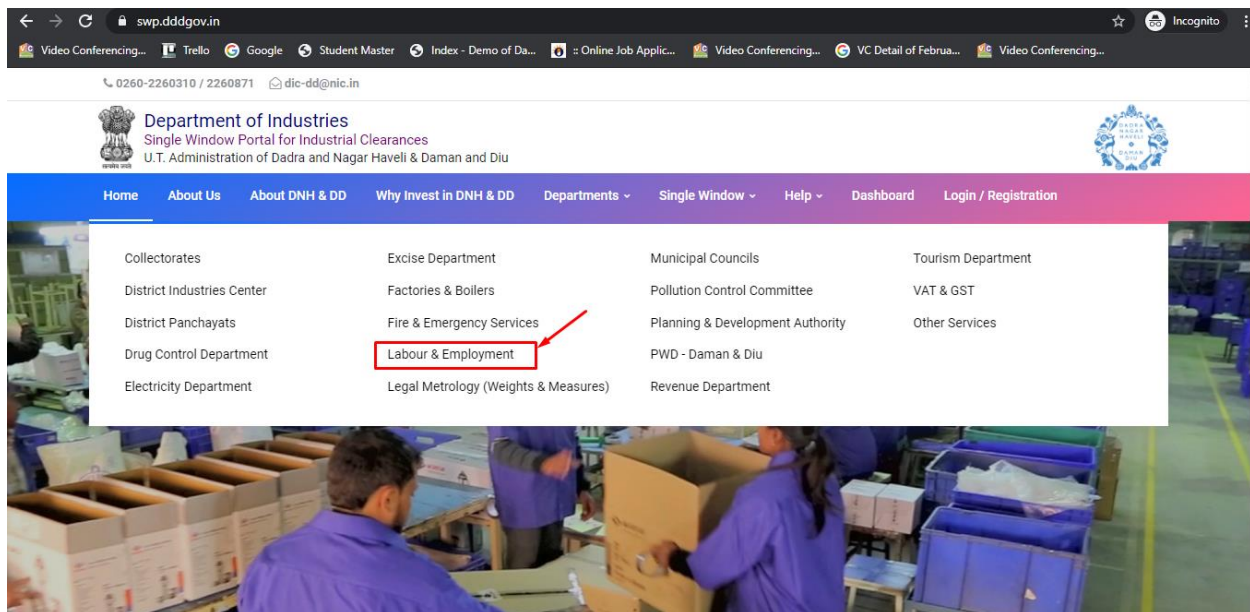
1	Name of Approval / NoC/ License/ Registration	Registration / Renewal under Building and Other Construction Workers (RE & CS) Act, 1996 and AP Rules, 1999
2	Competent Authority	Labour Department
3	Applicability Criteria	The Building and other Construction Workers (RE & CS) Act applies to every establishment which employs or had employed 10 or more building workers on any day of the preceding 12 months in any building or other construction work.
4	Stage	Pre-operation
5	Timelines	20 days
6	Documents Required	<ol style="list-style-type: none"> 1. Application should be submitted in triplicate in Form I 2. Attach a copy of work order 3. Copy of Chalan
7	Procedure for getting license	<ol style="list-style-type: none"> 1. Visit Single Desk Portal & register 2. Fill in the application form I 3. Pay the fees along with security deposit online 4. Approval by the Authority. 5. Download the Certificate in FORM II.
8	Fee & Mode of payment	<p>The fees to be paid for the grant of a certificate of registration under rule 24 shall be as specified below, namely:-</p> <p>If the number of workers proposed to be employed as building workers, for a building or other construction work, on one day-</p> <p>Is up to 100: Not Eligible for license exceeds 100 but does not exceed 500 - Rs. 500/- exceeds 500– Rs. 1000/-</p>
9	Validity of License	The License issued shall be valid for 1 years.

User Guide for online filing of Registration under Building and Other Construction Workers, Act

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



2. Click on Labour & employment Department from the menu.



3. From the Department's page, click on "Click here" for the Registration under BOCW Act.

swp.dddgov.in/labour-and-employment-dnhdd

Home • Departments • Labour & Employment

Department of Labour & Employment

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 under "Shops & Establishment Act"	Click Here	Labour and Employment	20 Days	View	Labour Enforcement Officer	Asst Labour Commissioner	Secretary
2	Renewal under "Shops and Establishment Act"	Click Here	Labour and Employment	20 Days	View	Labour Enforcement Officer	Asst Labour Commissioner	Secretary
3	Registration under "The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1996"	Click Here	Labour and Employment	20 Days	View	Labour Enforcement Officer	Asst Labour Commissioner	Secretary
4	Registration Certificate of "Establishment Inter State Migrant Workmen (RE&CS) Act, 1979	Click Here	Labour and Employment	20 Days	View	Labour Enforcement Officer	Asst Labour Commissioner	Secretary

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

swp.dddgov.in/login

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

Login into your account!

Mobile Number

8347435433

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 “Labour”. For the “Registration under the BOCW Act” click on “click here”.

The screenshot shows the EODB website interface. The left sidebar contains navigation links: Dashboard, Company Profile, Departments & Services (highlighted), Change Pin, and Logout. The main header shows the user is logged in as 'Aishwarya Marwal'. The 'Departments & Services' section has a search bar with 'labour' entered. Below the search bar is a table with the following columns: No., Name of Service, Timeline (Working Days), Competent Authority, Deemed Approval Authority, and Apply. The table lists 8 services, with the 'Click Here' link for the 4th service, 'Registration under The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1970', highlighted by a red box and arrow.

No.	Name of Service	Timeline (Working Days)	Competent Authority	Deemed Approval Authority	Apply
1.	Registration under "Shops & Establishment Act"				Click Here
2.	Renewal under "Shops and Establishment Act"				Click Here
3.	Registration of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970				Click Here
4.	Registration under "The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1970"				Click Here
5.	Registration Certificate of "Establishment Inter State Migrant Workmen (RE&CS) Act, 1979 (License of Contractor Establishment)"				Click Here
6.	Renewal Certificate of "Establishment Inter State Migrant Workmen (RE&CS) Act, 1979 (License of Contractor Establishment)"				Click Here
7.	Single Annual Return form				Click Here
8.	License for Contractors under provision of The Contracts Labour (R & A) Act, 1970				Click Here

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

The screenshot shows the EODB website interface for the 'Registration under The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1970' form. The left sidebar contains navigation links: Dashboard, Company Profile, Departments & Services (highlighted), Change Pin, and Logout. The main header shows the user is logged in as 'Aishwarya Marwal'. The form is titled 'FORM-I [See Rule 23 (1)] APPLICATION FOR REGISTRATION OF ESTABLISHMENTS EMPLOYING BUILDING WORKERS'. It contains six numbered sections for data entry:

1. Name and location of the establishment where building or other construction work is to be carried on *
2. Postal address of the Establishment *
3. Full name and permanent address of the Establishment, if any
4. Full name and address of the Manager or persons responsible for the supervision and control of the Establishment *
5. Nature of building or other construction work carried is to be carried on in the Establishment *
6. Maximum number of building workers to be employed on any day *

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swp.dddgov.in/main#bcw_form

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EODB

Dashboard
Company Profile
Departments & Services
Change Pin
Logout

Logged User: Aishwarya Marwal

Enter Full name and permanent address of the Establishment,if any !

Enter Full name and address of the Manager or persons responsible for the supervision and control of the Establishment !

5. Nature of building or other construction work carried is to be carried on in the Establishment *

Nature of building or other construction work carried is to be carried on in the Establ

6. Maximum number of building workers to be employed on any day*

Maximum number of building workers to be employed on any day !

7. Estimated date of commencement of building or the other construction work *

28-01-2021

8. Estimated date of completion of building or the other construction work *

28-01-2021

9. Application should be submitted in triplicate in Form I.*
(Maximum File Size: 2MB)(Upload pdf Only)

Choose File No file chosen

10. Attach a copy of work order.*
(Maximum File Size: 2MB)(Upload pdf Only)

Choose File No file chosen

11. Copy of Chalan.*
(Maximum File Size: 2MB)(Upload pdf Only)

Choose File No file chosen

12. Declaration by the employer

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swp.dddgov.in/main#bcw_form

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EODB

Dashboard
Company Profile
Departments & Services
Change Pin
Logout

Logged User: Aishwarya Marwal

9. Application should be submitted in triplicate in Form I.*
(Maximum File Size: 2MB)(Upload pdf Only)

Choose File No file chosen

10. Attach a copy of work order.*
(Maximum File Size: 2MB)(Upload pdf Only)

Choose File No file chosen

11. Copy of Chalan.*
(Maximum File Size: 2MB)(Upload pdf Only)

Choose File No file chosen

12. Declaration by the employer

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

12.2 ☐ I undertake to abide by the provisions of the Building and other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and the rules made thereunder. *

13. Principal Employer Seal and Stamp*
(Maximum File Size: 1MB) (Upload JPG | PNG | JPEG | JFIF Only)

Choose File No file chosen

Save as a Draft Submit Application Close

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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.

The screenshot shows the EODB portal interface. The left sidebar contains navigation links: Dashboard, Company Profile, Departments & Services, Change Pin, and Logout. The main content area displays the title "Registration under 'The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1996'" and a "Home / BOCW" breadcrumb. A blue button "Apply for New Registration" is visible. Below it, a table lists applications with columns: No., Application Number, Establishment Name & Location, Establishment Address, Manager Name & Address, Submitted On, Status, Query Status, and Action. Two applications are shown: one with status "Application Submitted" and another with status "Approved". Red arrows point to the "Status" column and the "Form-1" button in the Action column of the first application. The footer includes "Copyright © 2021 | daman.nic.in" and the NIC logo.

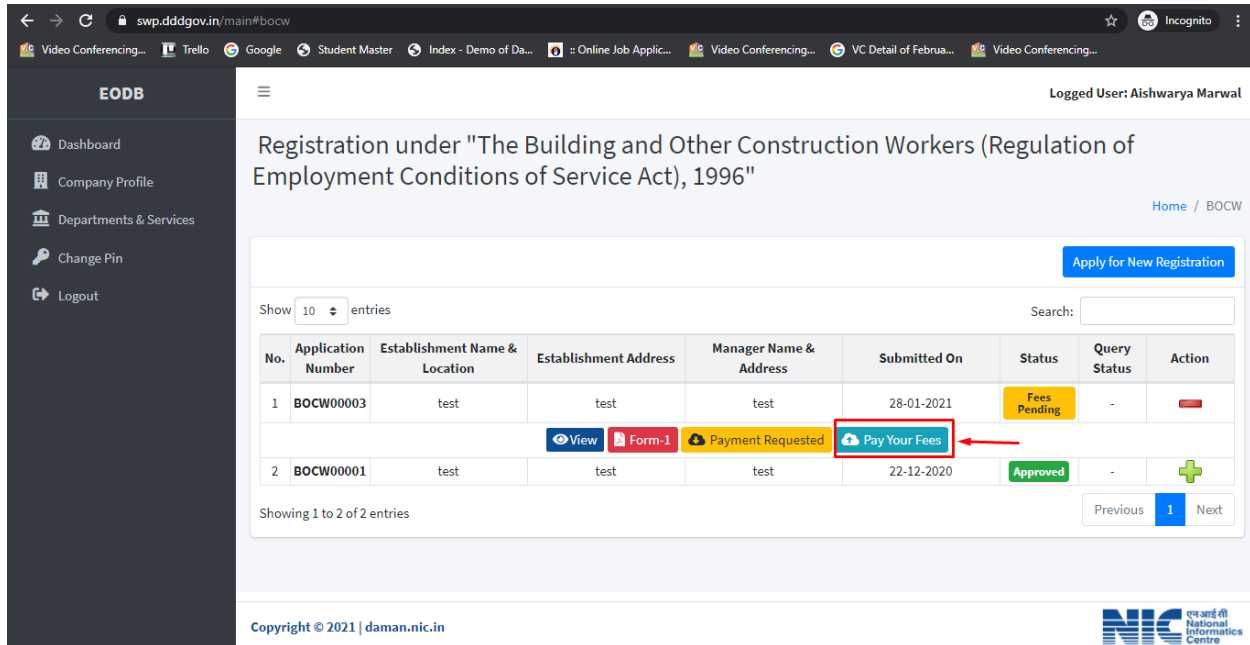
No.	Application Number	Establishment Name & Location	Establishment Address	Manager Name & Address	Submitted On	Status	Query Status	Action
1	BOCW00003	test	test	test	28-01-2021	Application Submitted	-	View Form-1
2	BOCW00001	test	test	test	22-12-2020	Approved	-	+

8. Click on Form 1 to view your application.

The screenshot shows the FORM 1 application form. The form is titled "FORM 1 (See Rule 23 (1))" and "APPLICATION FOR REGISTRATION OF ESTABLISHMENTS EMPLOYING BUILDING WORKERS". It contains eight numbered sections for data entry: 1. Name and location of the establishment, 2. Postal address, 3. Full name and permanent address of the establishment, 4. Full name and address of the Manager or persons responsible, 5. Nature of building or other construction work, 6. Maximum number of building workers, 7. Estimated date of commencement, and 8. Estimated date of completion. The form is filled with "test" data for most fields. Below the form, there is a declaration by the employer and a space for the Principal Employer's Seal and Stamp. The right sidebar contains navigation icons.

No.	Particulars	Details
1	Name and location of the establishment where building or other construction work is to be carried on:	test
2	Postal address of the Establishment:	test
3	Full name and permanent address of the Establishment, if any:	test
4	Full name and address of the Manager or persons responsible for the supervision and control of the Establishment:	test
5	Nature of building or other construction work carried on in the Establishment:	test
6	Maximum number of building workers to be employed on any day	41
7	Estimated date of commencement of building or the other construction work	28-01-2021
8	Estimated date of completion of building or the other construction work	28-01-2021

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”**.

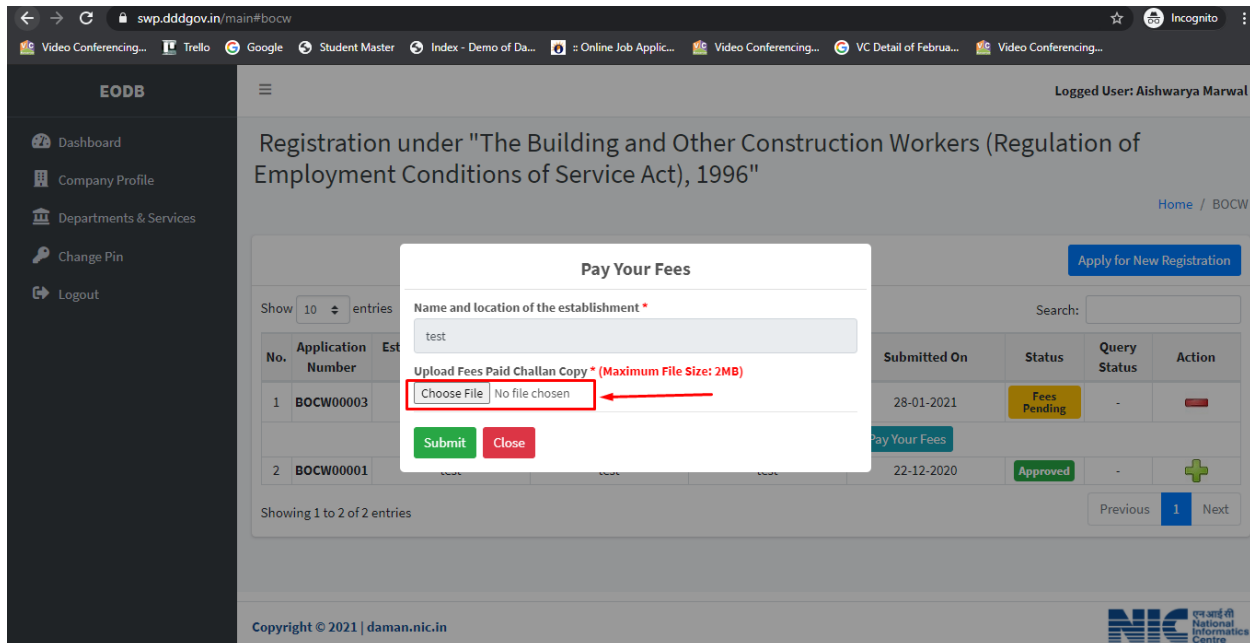


The screenshot shows the EODB portal interface. The left sidebar contains navigation links: Dashboard, Company Profile, Departments & Services, Change Pin, and Logout. The main content area is titled "Registration under 'The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1996'". A table lists two entries:

No.	Application Number	Establishment Name & Location	Establishment Address	Manager Name & Address	Submitted On	Status	Query Status	Action
1	BOCW00003	test	test	test	28-01-2021	Fees Pending	-	View Form-1 Payment Requested Pay Your Fees
2	BOCW00001	test	test	test	22-12-2020	Approved	-	+

Below the table, it says "Showing 1 to 2 of 2 entries". A red arrow points to the "Pay Your Fees" button in the first row's action column. 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”**.



The screenshot shows the same EODB portal interface, but with a "Pay Your Fees" popup box open. The popup contains the following fields and buttons:

- Name and location of the establishment ***: A text input field with "test" entered.
- Upload Fees Paid Challan Copy * (Maximum File Size: 2MB)**: A file upload area with a "Choose File" button and the text "No file chosen". A red arrow points to the "Choose File" button.
- Submit** and **Close** buttons.

The background shows the same table as in the previous screenshot, but it is dimmed. The footer remains the same.

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

The screenshot shows the EODB portal interface. The left sidebar contains navigation links: Dashboard, Company Profile, Departments & Services, Change Pin, and Logout. The main content area displays the title "Registration under 'The Building and Other Construction Workers (Regulation of Employment Conditions of Service Act), 1996'" and a button "Apply for New Registration". Below this is a table with columns: No., Application Number, Establishment Name & Location, Establishment Address, Manager Name & Address, Submitted On, Status, Query Status, and Action. Two entries are listed, both with a status of "Approved". The first entry has application number BOCW00003 and submission date 28-01-2021. The second entry has application number BOCW00001 and submission date 22-12-2020. Below the table, there are buttons for "View", "Form-1", "Payment Requested", "Pay Your Fees", and "Download Certificate". The "Download Certificate" button for the first entry is highlighted with a red box and a red arrow. The bottom of the page shows the copyright notice "Copyright © 2021 | daman.nic.in" and the NIC logo.

12. Then Download your final signed certificate for the Registration under BOCW Act.

The screenshot shows a generated certificate for registration under the BOCW Act. The certificate is issued by the U.T. Administration of Dadra and Nagar Haveli and Daman and Diu, Department of Labour. It contains the following details:

- Administration of U.T of Daman & Diu (U.T)**
Office of the Registering Officer,
Daman
- No :** LE/LI/DMN/BOCW-256/2021
- Date :** 28-01-2021
- FORM - II**
[SEE Rule 24(1)]
- A Certificate of Registration is hereby granted under sub-section (3) of section 7 of the Building and other Construction Workers (Regulation of Employment and Conditions of service) Act, 1996 and the rules made there under.....
- having the following particulars subject to conditions laid down in the annexure:

1	Postal Address/location where building or other construction work is to be carried by the Employer.	test
2	Name and address of employer including location of the building and other construction work.	test
3	Name and permanent address of the establishment.	test
4	Nature of work in which building workers are employed or are to be employed	test

swp.dddgov.in/bocw/generate_certificate

4	workers are employed or are to be employed.	test
5	Maximum number of building workers to be employed on any day by the employer.	41
6	Probable date of commencement and completion of work.	28-01-2021 28-01-2022
7	Other particulars relevant to the employment of building workers.	


Signature of Registering Officer with Seal

ANNEXURE

The registration granted hereinabove is subject to the following conditions, namely :-

- The certificate of registration shall be non-transferable.
- The number of workmen employed or building workers in the establishment shall not on any day, exceed the maximum number specified in the certificate of registration;
- Save as provided in these rules, the fees paid for the grant of registration certificate shall be non-refundable
- the rates of wages payable to building workers by the employer shall not be less than the rates prescribed under the Minimum Wages Act, 1948 (II 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; and
- employer shall comply with provisions of the Act and the rules made there under

For Authenticity Verification of this Document, Scan QR or Enter Barcode at <https://daman.nic.in/verify> or Visit <https://daman.nic.in/verify?ev=320000003>



3 2 0 0 0 0 0 3

13. For the Third Party Verification, Go to the page and click on Google Window and record the

Party Verification.

swp.dddgov.in/home

0260-2260310 / 2260871 | dic-dd@nic.in

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

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Investor Facilitation Center
Know Your Clearances
Information Wizard
Departments & Services
List Of Services
Time Bound Delivery Of Services
Incentives
Third Party Verification
Other Useful Links


javascript:void(0);


14. Enter the Barcode Number which is on the bottom of your certificate.

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📞 0260-2260310 / 2260871 ✉️ dlc-dd@nic.in

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Certificate Verification

Barcode / Certificate Number (9 Digit) ⓘ

Verify