

**CHECK LIST FOR PROCESSING OF APPLICATION FOR REGISTRATION/ AMENDMENT UNDER THE  
CONTRACT LABOUR (R&A) ACT, 1970**

1) Application in Form 1 in Triplicate		Enclosed	Not enclosed
2) Challan for payment of prescribed fees	Enclosed	Not enclosed	Not Applicable
3) Original Registration Certificate (In case of amendment)		Enclosed	Not enclosed
4) Agreement Deed / Work order		Enclosed	Not enclosed
5) No. of regular workmen normally employed			
6) No. of contract labour proposed / employed			
7) Whether the nature of work assigned to contract labour varies with that of regular workmen?		Yes	No
8) Whether the nature of work assigned to contract labour is related to/ incidental to/ necessary for the industry/ trade/ business/ manufacture or occupation carried on in the establishment?		Yes	No
9) Whether the nature of work assigned to contract labour is perennial in nature?		Yes	No
10) Whether minimum wages proposed/ paid to contract labour?		Yes	No
11) Whether EPF&ESI benefits extended to contract labour?		Yes	No
12) Whether the contract work proposed is prohibited by notification u/s 10 of Contract Labour (R&A) Act?		Yes	No
13) Whether engagement of contract labour proposed is justified?		Yes	No

**LICENSING OFFICER**