

GOVERNMENT OF MEGHALAYA
DEPARTMENT OF LABOUR, EMPLOYMENT & SKILL DEVELOPMENT

NOTIFICATION

Dated, Shillong, the 5th February, 2025

No.LE &SD.39/14/Pt/487 - WHEREAS Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan of the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

WHEREAS there is a need to simplify business regulations and ease of compliance of labour laws and bring transparency and accountability in the information dissemination and appropriate implementation.

NOW THEREFORE, the Department of Labour, Skill Development & Employment mandates that all the applications are submitted online with no requirement for submission of a hard copy through the **Invest Meghalaya Portal** and no applications would be accepted offline for the following services: -

- 1. License/ Renewal for contractors under provision of The Contract Labour (Regulation and Abolition) Act, 1970**
- 2. Registration of principal employer's establishment under provision of The Contract Labour (Regulation and Abolition) Act, 1970**
- 3. Registration of establishments employing building and construction workers under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996**
- 4. Registration of establishments under the Inter State Migrant Workmen (RE&CS) Act,1979**
- 5. License/ Renewal for contractors under Inter State Migrant Workmen (RE&CS) Act,1979**
- 6. Certificate of registration/renewal for a Motor Transport Undertaking under the Motor Transport Workers Act, 1961**
- 7. Registration/Renewal of Shops & Establishments under the Meghalaya Shops & Establishments Act, 2003**
- 8. Registration/Renewal of Migrant workers under The Meghalaya Identification, Registration (Safety & Security) of Migrant Workers Act, 2020.**

Additionally, the portal/(s) shall provide the following features: -

1. The portal shall provide the facility for submission of online applications, payment, tracking and monitoring, downloading the final signed certificate/licenses/document & Third-Party verification for the purpose of the authenticity of the approval or registration. No physical/manual application shall be requested by the concerned authority in addition to the online application.
2. Documents uploaded with online applications should be sufficient and no physical copies shall be requested by the competent authority. Certificate(s) downloaded from the official website/portals of various Central/State Ministries/Departments/Agencies/ shall be accepted as valid. Physically signed/stamped certificate(s) shall not be required.

3. There shall be no physical touch points between applicant & Department from the time of application process to till the final decision except in cases where inspection/site visit is required under the concerned Act/Rules. Applicant need not be physically present for submission and verification of documents before the certificate/license/approval/ permit is issued.
4. Notification(s) at every critical stage of application processing shall be sent to the applicant through SMS/ email.
5. All queries/clarifications related to applicants shall be sought once and within 7 days of receiving the application from such applicant by concerned authority and resolution shall be given within 15 days.
6. An online dashboard for all services indicated in **Annexure-I** has been created as per DPIIT Guidelines and it covers features related to service timelines prescribed as per the Public Service Guarantee Act, total number of applications received, total number of applications approved, average, median and minimum time taken for obtaining approvals along with the average fee for completion of entire process. The dashboard is developed in the following format as per DPIIT mandate:

Particulars Details	Details
Time Limit prescribed as per the Meghalaya Right to Public Services Act, 2020.	
Total Number of applications received	
Total Number of applications approved	
Average time taken to obtain registration/renewal	
Median time taken to obtain registration/renewal	
Minimum time taken to obtain registration/renewal	
Maximum time taken to obtain registration/renewal	
*“Average fee” taken by the Department for completion of entire process of obtaining approval/ certificate	

For new registrations, application-wise details shall be updated in the online portal with regards to date of application, date of approval and breakup of fee details with the following features.

Sl. no.	Application No.	Application Date	Approval Date	Fee Details	Total Fee Charged

All the dashboards are being updated on a real-time basis.

This will take effect from the date of its publication in the official Gazette.

Sd/-
Shri. C. Songate, IRS,
Principal Secretary to the Govt. of Meghalaya,
Department of Labour, Employment & Skill Development.

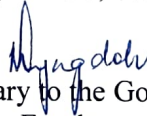
Memo. No.LE &SD.39/14/Pt/487-A

Dated, Shillong, the 5th February, 2025

Copy to:-

1. P.S. to the Chief Minister for kind information of the Hon'ble Chief Minister, please.
2. P.S. to the Deputy Chief Minister, for kind information of the Hon'ble Deputy Chief Minister, please.
3. P.S. to the Hon'ble Minister, in-charge Department of Labour, Employment & Skill Development for kind information of the Hon'ble Minister, please.
4. P.S. to the Chief Secretary to the Govt. of Meghalaya, for kind information of the Chief Secretary, please.
5. P.S. to Principal Secretary to the Govt. of Meghalaya, Department of Labour, Employment & Skill Development, for favour of kind information of Principal Secretary.
6. P.A. to Commissioner & Secretary to the Govt. of Meghalaya, Department of Labour, Employment & Skill Development for favour of kind information of Commissioner & Secretary.
7. All Deputy Commissioners for favour of kind information.
8. The Secretary to the Govt. of Meghalaya, Planning Department and Chairman, Project Management Unit (PMU) for Ease of Doing Business (EoDB) in Meghalaya, for information and necessary action.
9. The Labour Commissioner, Meghalaya, Shillong for favour of information..
10. The Director, Printing & Stationery, Meghalaya, Shillong for favour of publication in the next issue of the Meghalaya Gazette.
11. The Senior Technical Director, National Informatics Centre (NIC), Meghalaya, with a request to put up on the website of the Labour Commissioner, Meghalaya, www.meglc.gov.in.

By Orders, etc



Deputy Secretary to the Govt. of Meghalaya,
Department of Labour, Employment & Skill Development.

Annexure-I

Sl. No.	Service Name	Department/Office
1.	License/ Renewals/Auto-renewals for contractors under provision of The Contract Labour (Regulation and Abolition) Act, 1970	Office of the Labour Commissioner, Meghalaya, Shillong.
2.	Application for Registration of Establishments/Principal Employer Employing Contract Labour Act 1970	
3.	Registration of Establishments employing Building Workers under the Building and Other Construction Work Act 1996	
4.	Registration of establishment under the Inter State Migrant Workmen (RE&CS) Act,1979	
5.	License/Renewals for contractors under the Interstate Migrant Workmen Act 1979	
6.	Certificate of Registration to Work a Motor Transport Undertaking	
7.	Registration/Renewals of Shops and Establishments under the Meghalaya Shops & Establishments Act, 2003	
8.	Registration/Renewals of Migrant Workers under The Meghalaya Identification, Registration of Migrant Workers Act, 2020	