

OFFICE OF THE LABOUR COMMISSIONER
GOVT. OF NCT OF DELHI
5- SHAM NATH MARG, DELHI-110054

FREQUENTLY ASKED QUESTIONS (FAQs) REGARDING MAKE IN INDIA CAMPAIGN:-

1. What/Which are the Labour Laws which an entrepreneur is expected to follow?
Ans. Mainly Factories Act, Minimum Wages Act, PF Act, ESI Act, Contract Labour Act, Child Labour Act, Bonus Act etc. etc.

2. What is the method for applying for Factory Licence and under which Act?
Ans. Factories Act, 1948 provides details about applying for Factory Licence.

3. What are the documents required for it?
Ans. Factories Act, 1948 provides details list of documents for applying Factory Licence.

4. What are the liabilities of an entrepreneur in case of accident-injury/death of workmen?
Ans. In case of accident leading to injury/death of workmen, Employee Compensation Act, 1923 is applicable, the act gives all the necessary details including reporting of accident in Form-EE, amount of compensation, method of disbursement etc. etc.

5. What are the guidelines for employers under PF and ESI Act?
Ans. PF Act and ESI Act provide all the necessary information regarding guidelines for registration of Establishment under PF Act and ESI Act.

6. What are the liability of an entrepreneur under Bonus Act,1965?
Ans. Payment of Bonus Act, 1965 provides all necessary information regarding disbursement of Bonus, minimum bonus is 8.33% of wages and maximum bonus is 20% of wages and for other provisions Payment of Bonus Act, 1965 may be referred to.

7. What are the compliances/returns required to be filed and their duration/periodicity?
Ans. Various Labour Laws provide filing of returns and their periodicity.

8. What are the Legal dues if entrepreneur wants to pay off an employee/settle his legal dues?
Ans. Legal dues include earned wages, encashment of leaves, unpaid bonus, retrenchment compensation etc. etc.-details can be seen in Industrial Dispute Act, 1947.

9. What are the procedures if an entrepreneur wants to shut down/close his establishment/factory?
Ans. Procedure for closure/shutdown of an establishment has been provided under "Industrial Dispute Act, 1947".
10. What are the procedures if an entrepreneur wants to retrench/lay off extra manpower?
Ans. Procedure of retrenchment/lay off of extra manpower has been provided under "Industrial Dispute Act, 1947".
11. How Labour Court award/Order is to be implemented?
Ans. Procedure for implementing Labour Court Award/Tribunal Award is provided in Industrial Dispute Act, 1947, the award becomes enforceable after one month from the date of publication.
12. What are the broad safety measures for undertaking civil construction /work/project?
Ans. Various safety measures have been defined/provided in Building and Other Construction Workers (RE & CS) Act, 1996- for details act may be referred.
13. What are the procedures for seeking clearances/approval for HT/LT/Lift and other electrical installations?
Ans. Indian Electricity Rule-2005 provide all procedure for clearance/approval for HT/LT and Lift and other Electrical appliances.
14. What is the mechanism for settlement of disputes with workers?
Ans. Mainly there are 03 mechanism provided for settling Industrial Disputes i.e. conciliation, arbitration and adjudication, these are provided under "Industrial Dispute Act, 1947".
15. What are the other municipal clearances/approvals required for setting an Industrial Unit?
Ans. There are other clearances required to be obtained under MCD Act, Pollution Act/Board Excise Department, VAT Department, Forest Department, Central Ground Water Authority etc. etc.
16. How many extra hours (over and above his normal duty hours), an employee is permitted to work in a week and what are the provisions relating to overtime?
Ans. Provisions related to overtime have been provided under Factories Act, 1948, in a quarter 48 hours of overtime are permitted at present.