

## FAQ under Contract Labour(R&A) Act

	Whether all establishments are to be registered under Contract Labour (R&A) Act		
	<i>Every principal employer of an establishment who employ 20 or more contract workers have to register under this Act.</i>		
	Whether all contractors have to obtain Contract licence under Contract Labour (R&A) Act		
	<i>Every contractor of an establishment who employ 20 or more contract workers have to obtain Contract licence under this Act.</i>		
	Procedure for registration of establishments under Contract Labour (R&A) Act		
	Online Application along with fee, List of Contractors		
	Procedure to take Contract licence under Contract Labour (R&A) Act		
	Online Application along with fee ,Security Deposit, Certificate in Form V from the Principle Employer		
	What is the prescribed fees under the Act		
	<i>No. of workers employed on any day in 12 months</i>	<i>Registration fee</i>	<i>Licence fee</i>
	<i>Up to 50</i>	<i>`2000</i>	<i>` 1500</i>
	<i>51 to 100</i>	<i>` 3000</i>	<i>` 2500</i>
	<i>101 to 200</i>	<i>` 4500</i>	<i>` 4000</i>
	<i>201 to 300</i>	<i>` 6000</i>	<i>` 6000</i>
	<i>301 to 500</i>	<i>` 10000</i>	<i>` 10000</i>
	<i>400 and above</i>	<i>` 15000</i>	<i>` 15000</i>
	How and when to renew the Licence Certificate		
	<i>Repeat the procedure in item No. 4 and submit along with the Registration Certificate 30 days before the expiry of registration certificate.</i>		
	Registers to be maintained		
	<b><i>By principal employers</i></b>		
	<i>(i) A register of contractors in form XII.</i>		
	<i>(ii) Annual Return in form XXV(in duplicate)to the DLO be before 15<sup>th</sup> of February of the</i>		

	succeeding year.
	<b>By contractors</b>
	(i) A register of persons employed in form XIII.
	(ii) Issue an Employment Card in form XIV to each worker within three days of employment.
	(iii) Issue a service certificate on termination in form XV
	(iv) Issue wage slip in form XIX to the worker at least a day prior to the disbursement of wages
	(v) Display an abstract of the Act in Malayalam and in the language spoken by the majority of workers
	(vi) Notice showing the rate of wages, hours of work, wage period, date of payment, name and address of the inspector etc. shall be displayed in the establishment
	(vii) A half yearly return in form XXIV (in duplicate) to the licensing officer not later than 30 days from the close of half year.
	(viii) Maintain registers under Minimum Wages Act & Payment of Wages Act
	What is the penalty for violation of the provision of the Act & Rules
	<i>Imprisonment which may extend to 3 months or with fine which may extend to Rs. 500/- or with both for obstruction to the Inspector &amp; Imprisonment which may extend to 3 months or with fine which may extend to Rs. 1000/- or with both for contravention of provision regarding employment of contract labour</i>
	Note:- For more information please contact Citizen's Call Center: 155300