



## **Chhattisgarh Unified Industrial Portal**

Government of Chhattisgarh

***User Manual***

***For***

***Registration Certificate of Establishment  
Inter State Migrant Workmen***

***(Labour Department)***

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## 1. Overview

The Single Window Portal is envisioned as a unified digital platform that facilitates investors, entrepreneurs, and businesses in accessing various industrial services and approvals through a simplified, transparent, and time-bound process.

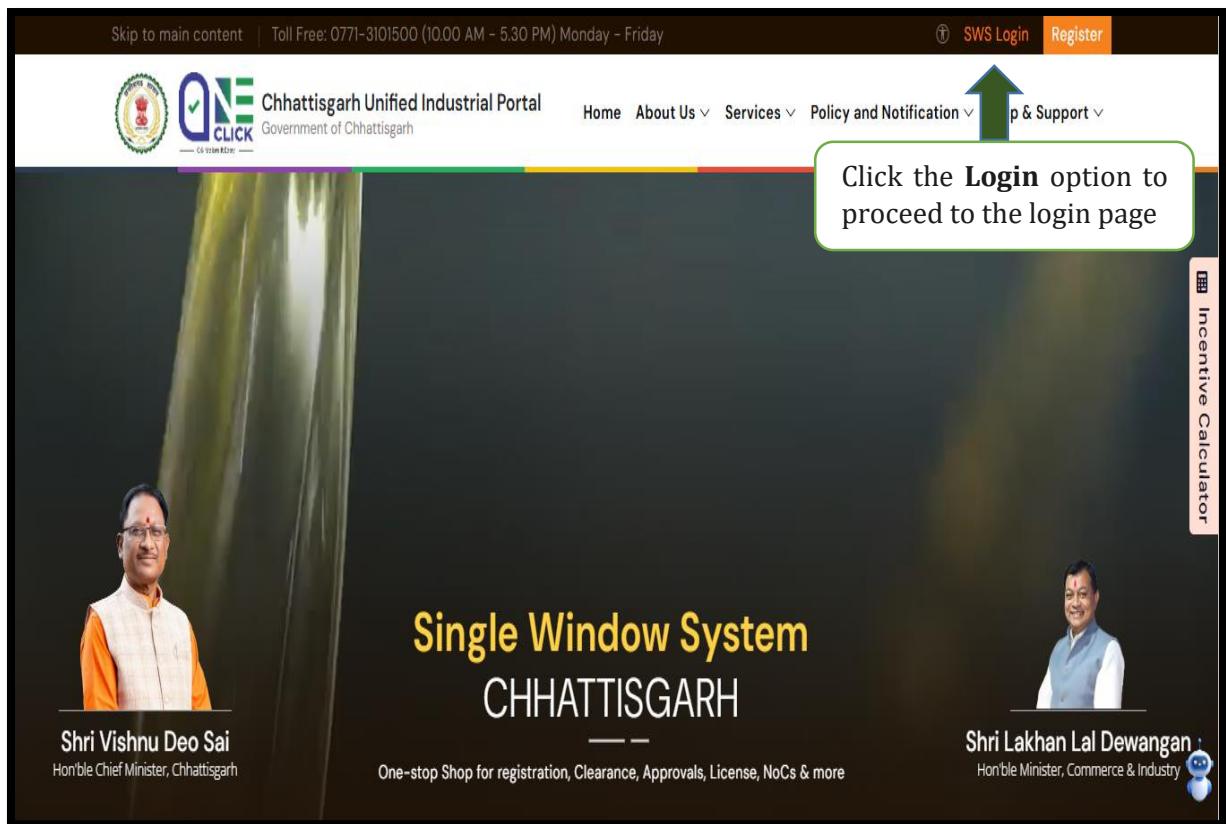
**Purpose:** This document serves as a step-by-step guideline for industrial users and departmental officers navigating the Registration Certificate of Establishment Inter State Migrant Workmen process within the Department of Commerce and Industries, Chhattisgarh, through the Single Window Portal.

## 2. How to Get Started

Enter the application URL (<https://oneclick.cgstate.gov.in>) in the browser and the page navigates to the Home page of the SWS application.

## 3. How to Login

The user to login with the credentials into the application in the home and login page as a **Figure 3.1 & 3.2.**

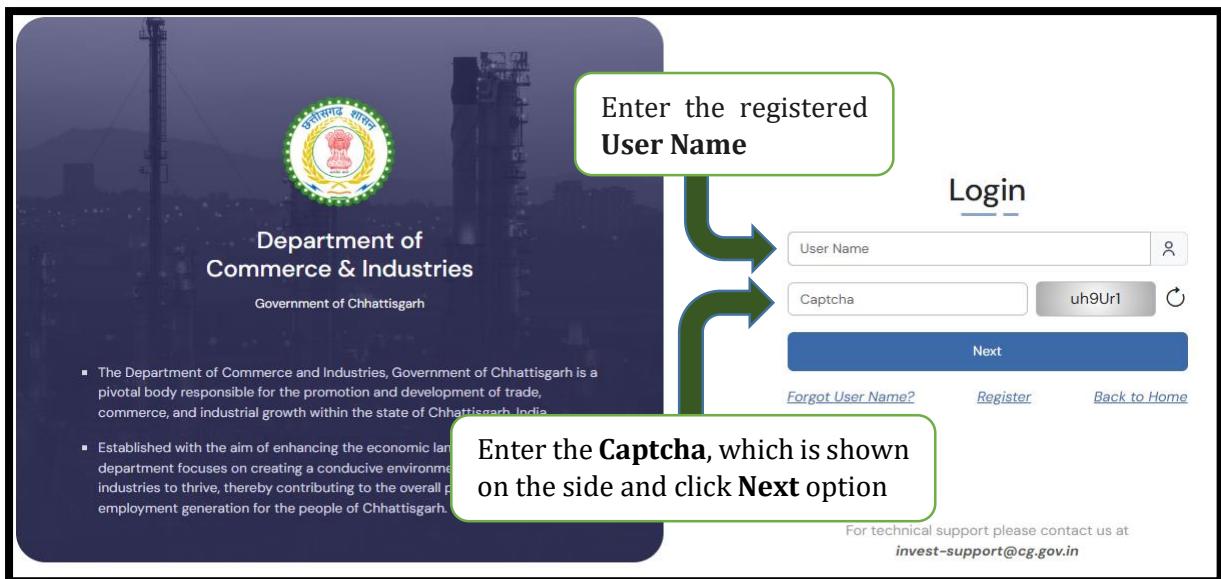


*Figure 3.1: Homepage Screen*



Single Window System (<https://oneclick.cgstate.gov.in>)





**Figure 3.2: Login Screen (A)**

The Login page (as shown in **Fig. 3.3**) offers two login methods: **Login with Password** or **Login with OTP**. Choose your preferred option, then enter either your password or the OTP number to proceed.

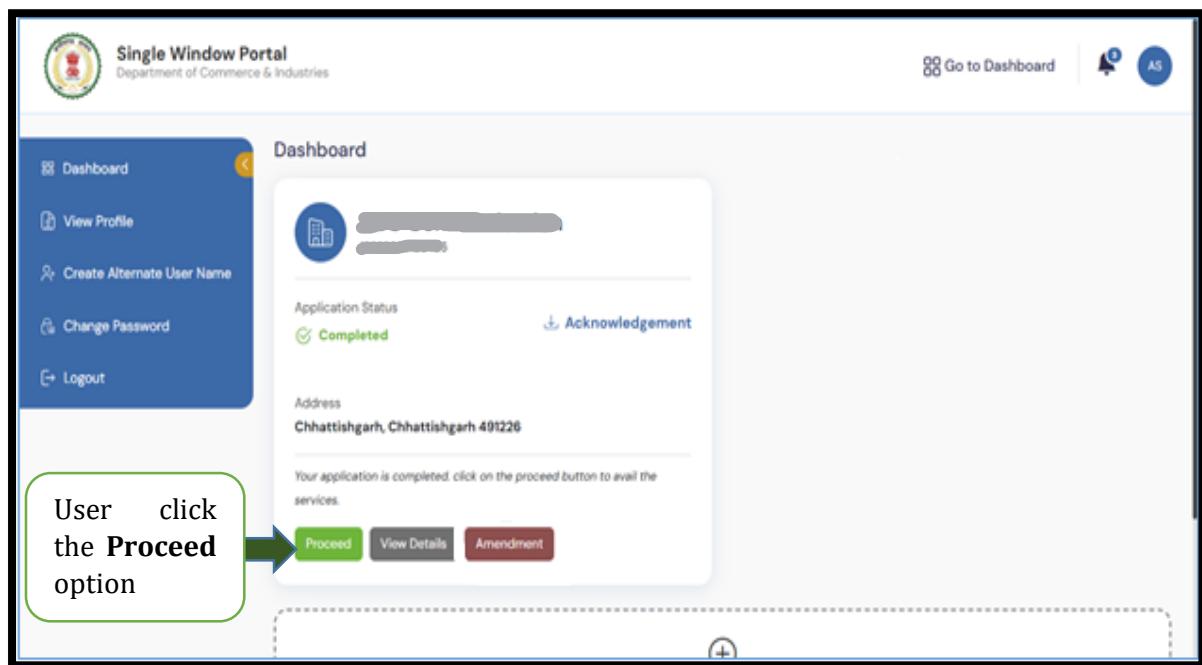


**Figure 3.3: Login Screen (B)**

## 4. Dashboard

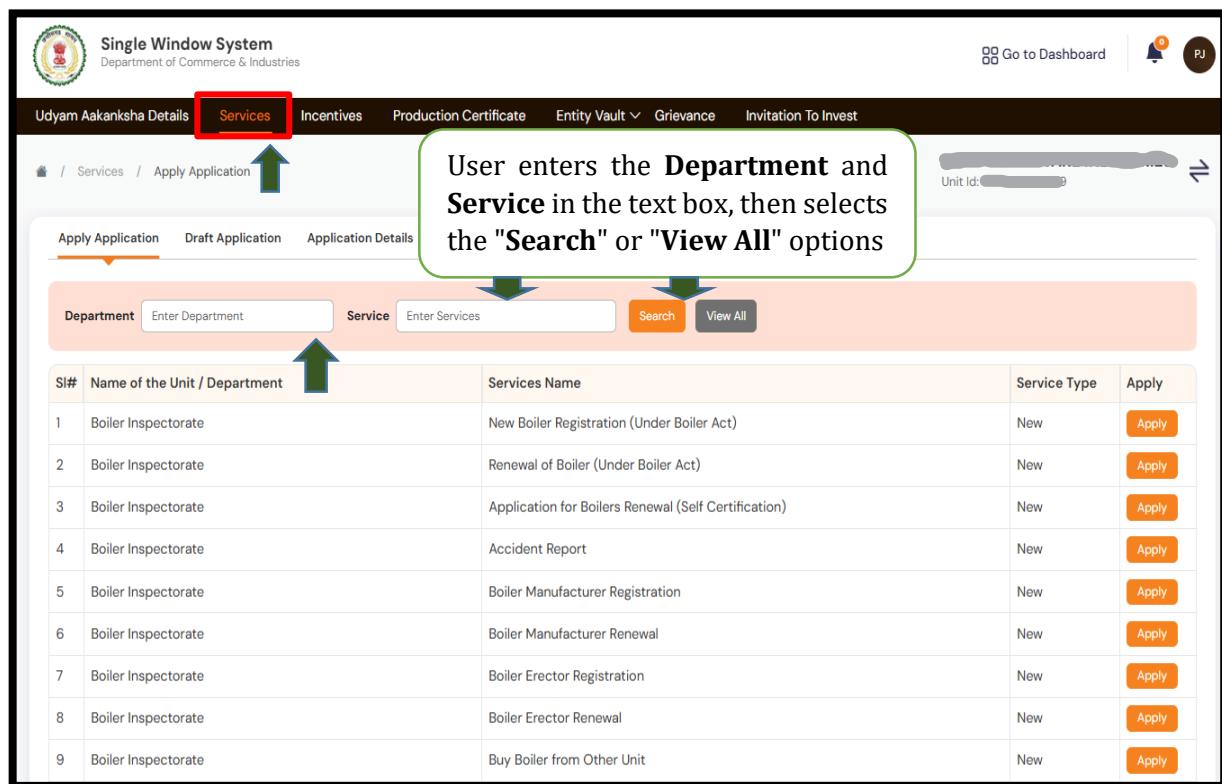
After a successful login, the page navigates to the Investor Dashboard (refer to **Fig. 4.1**), which includes step-by-step instructions for applying services.





**Figure 4.1: Dashboard Screen**

In the services page, refer to **Fig. 4.2** and the Department or Services options in the Services section.



**Figure 4.2: Services Screen**

After clicking the search or view all options, all Labour services are displayed, as shown in **Figure 4.3**.



Single Window System  
Department of Commerce & Industries

Go to Dashboard

Udyam Aakansha Details Services Incentives Production Certificate Entity Vault Grievance Invitation To Invest

Unit Id: [REDACTED]

Apply Application Draft Application Application Details

Department: labour Service: Enter Services Search View All

Sl#	Name of the Unit / Department	Services Name	Service Type	Apply
1	Labour	Factory building plan approval' (under the Factories Act, 1948)	New	<b>Apply</b>
2	Labour	Permission for engaging contractor for labour		<b>Apply</b>
3	Labour	Registration Certificate of Establishment Inter State Migrant Workmen		<b>Apply</b>
4	Labour	Registration of principal employers establishment		<b>Apply</b>
5	Labour	Registration under Factories Act	New	<b>Apply</b>
6	Labour	Renewal under Factories Act	New	<b>Apply</b>
7	Labour	Registration under The Building and Other Construction Workers Act, 1996	New	<b>Apply</b>
8	Labour	The building and other construction worker welfare cess act, 1996	New	<b>Apply</b>

User click the **Apply** option

Previous 1 Next

**Figure 4.3: Labour Services Screen**

#### **4.1. Registration Certificate of Establishment Inter State Migrant Workmen**

After clicking the "Apply" option, the screen will redirect to the **Chhattisgarh State Labour Department** website. The form is automatically filled with information from the application. The user should enter the remaining details as shown in **Figure 4.4**.

r.nic.in/Factory/IND\_PE\_InterStateApply.aspx?Aid=11102929121151&Uid=pratik512&pid=763265638

**APPLICATION FOR REGISTRATION BY PRINCIPAL EMPLOYER UNDER INTER STATE MIGRANT WORKMEN ACT**  
 FORM-II  
 [See Rule 4(1)]

**Category of Establishment\*** Non-Factory (See Section 2(1)(g)(ii) & 2(1)(g)(iv))

**Information of Establishment**

Establishment Name*	...e	Land Mark*	
Establishment Address*	Mowa	State*	--चयन करें--
Dist*	▼	Rural/Urban*	--Select--
Block Name*		Pin Code*	410002
Opening/Proposed Date of Establishment		E-Mail ID*	
Registration/License Description (If Registration Under Any Act)	ACT/Rules	E.P.F.Number*	
	Number		

If Registered Under Companies ACT?  YES  NO

**Information of Principal Employer**

Owner/Director Full Name*	kar	Designation *	
Father's Name*		Postal Address*	Mowa
Date of Birth *		Age*	
State *	--चयन करें--	Dist*	▼
Rural/Urban*	--Select--	Block Name*	
Pin Code*	410002	Adhar Number*	
PAN		Email ID*	
Mobile Number*			

**Particulars of Agent/Manager of Contractor**

Full Name*		Designation*	
Father's Name*		Postal Address*	
State	--चयन करें--	Dist*	▼

**Figure 4.4: Application for Registration Certificate of Establishment Inter State Migrant Workmen Screen**



#### **4.1.1. Online Fee Payment via e-Challan**

To pay the applicable fees online, follow these steps:

- Click on the "e-Challan" link.
- Upon clicking, a new page will appear, as shown below:

The screenshot shows the e-Challan home page with a sidebar on the left containing user information and a list of links. The main content area is titled "Select Department" and lists various government departments. The "Labour" option is selected and highlighted with a red circle. A callout box to the right of the list of departments contains the text: "Select the department and click on "Submit" button below".

Select Department	
<input type="radio"/> Agriculture	<input type="radio"/> Co-operation
<input type="radio"/> Commerce and Industries	<input type="radio"/> Commercial Tax
<input type="radio"/> Culture	<input type="radio"/> Energy Department
<input type="radio"/> Excise	<input type="radio"/> Finance
<input type="radio"/> Food and Civil Supplies	<input type="radio"/> Forest
<input type="radio"/> Higher Education	<input type="radio"/> Home
<input type="radio"/> Jail	<input checked="" type="radio"/> Labour
<input type="radio"/> Mineral Resources	<input type="radio"/> Panchayat & Rural Development
<input type="radio"/> Public Health & Family Welfare	<input type="radio"/> Public Health Engineering
<input type="radio"/> Public Works	<input type="radio"/> Revenue
<input type="radio"/> School Education	<input type="radio"/> Sports & Youth Welfare
<input type="radio"/> Stamps and Registration	<input type="radio"/> Water Resources Department
<input type="radio"/> Women and Child Development	
<input style="border: 1px solid red; border-radius: 50%; padding: 2px 5px; width: 15px; height: 15px; margin-right: 10px;" type="button" value="Submit"/> <input type="button" value="Reset"/>	

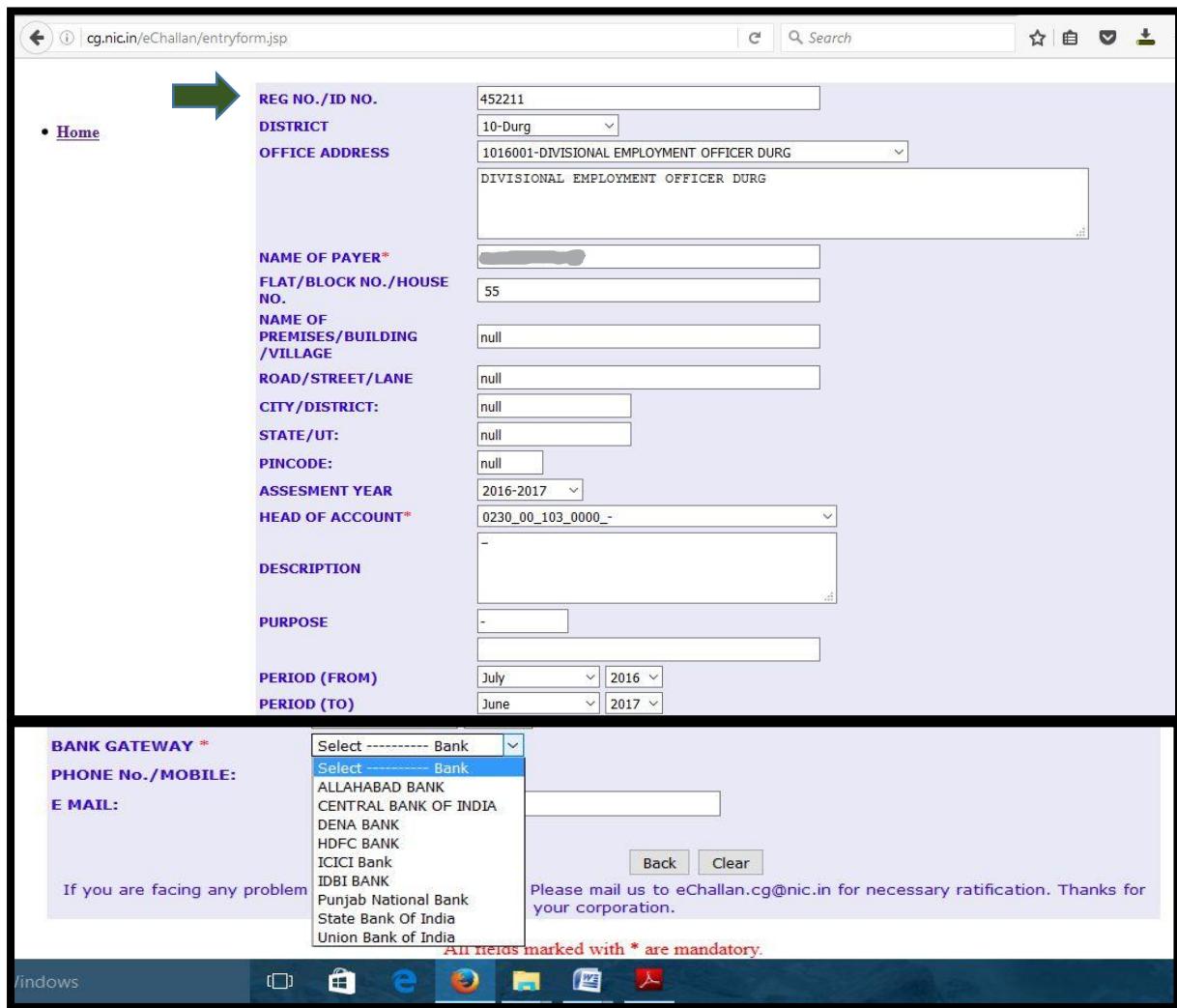
**Figure 4.5: Inter State Migrant Workmen- e-Challan Screen**

#### **4.1.2. Selecting Payment Details and Bank**

To proceed with your payment:

- **Provide** the required details and **select** the applicable **Heads of Account**.
- From the drop-down list, **choose** your **bank**.
- Click the "**Submit**" button.





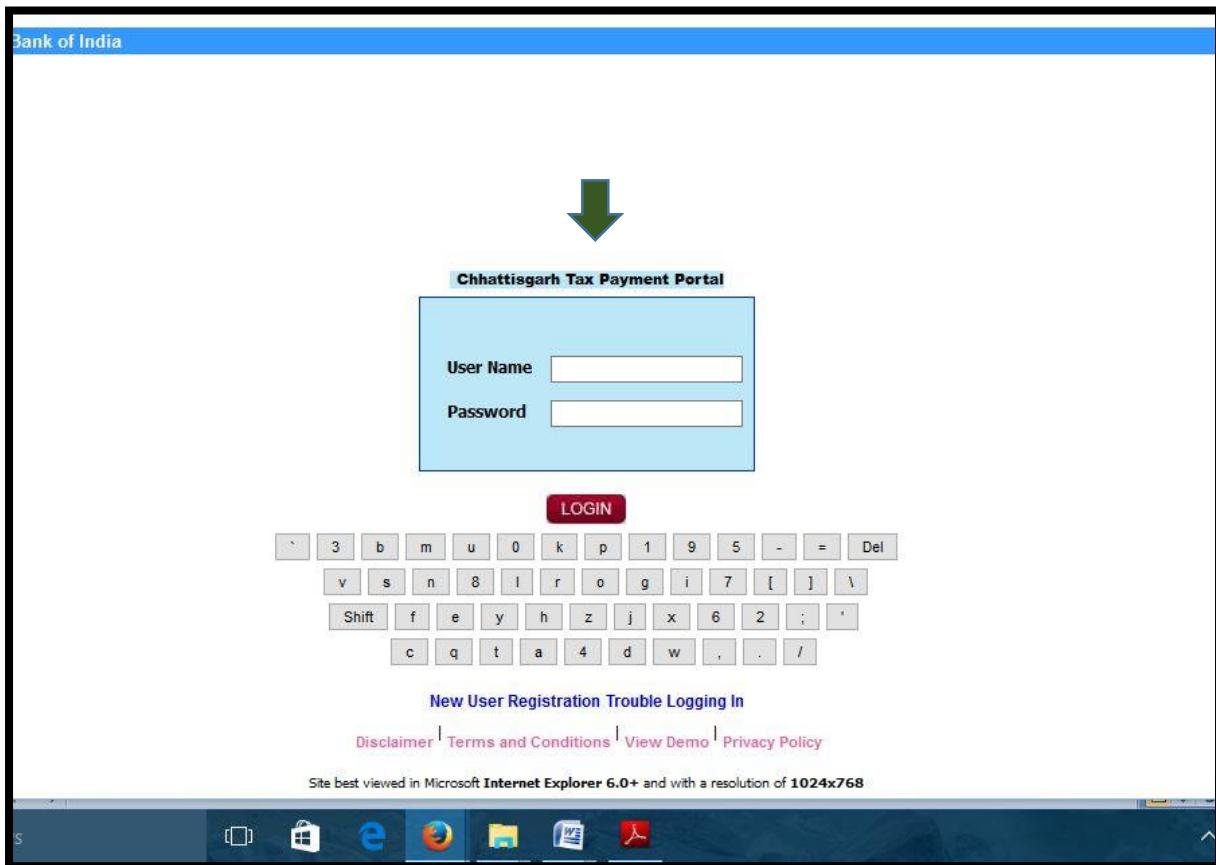
The screenshot shows a web-based application for filing an e-Challan. The URL in the address bar is [cg.nic.in/eChallan/entryform.jsp](http://cg.nic.in/eChallan/entryform.jsp). The page is titled 'eChallan - CG State Government'. A green arrow points to the 'REG NO./ID NO.' field, which contains the value '452211'. The 'DISTRICT' dropdown is set to '10-Durg'. The 'OFFICE ADDRESS' dropdown shows '1016001-DIVISIONAL EMPLOYMENT OFFICER DURG' and its description. The 'NAME OF PAYER\*' field is filled with a redacted name. The 'FLAT/BLOCK NO./HOUSE NO.' field contains '55'. The 'NAME OF PREMISES/BUILDING /VILLAGE' field is 'null'. The 'ROAD/STREET/LANE' field is 'null'. The 'CITY/DISTRICT:' field is 'null'. The 'STATE/UT:' field is 'null'. The 'PINCODE:' field is 'null'. The 'ASSESSMENT YEAR' dropdown is set to '2016-2017'. The 'HEAD OF ACCOUNT\*' dropdown shows '0230\_00\_103\_0000\_-'. The 'DESCRIPTION' and 'PURPOSE' fields are empty. The 'PERIOD (FROM)' dropdown shows 'July' and '2016'. The 'PERIOD (TO)' dropdown shows 'June' and '2017'. In the 'BANK GATEWAY \*' section, a dropdown menu is open, showing 'Select ----- Bank' at the top, followed by a list of banks: ALLAHABAD BANK, CENTRAL BANK OF INDIA, DENA BANK, HDFC BANK, ICICI BANK, IDBI BANK, Punjab National Bank, State Bank Of India, and Union Bank of India. The 'PHONE NO./MOBILE:' and 'E MAIL:' fields are empty. A note at the bottom of this section says, 'If you are facing any problem'. A message box in the center of the page says, 'Please mail us to eChallan.cg@nic.in for necessary ratification. Thanks for your corporation.' A note at the bottom of the page says, 'All fields marked with \* are mandatory.' The bottom of the screen shows a Windows taskbar with various icons.

**Figure 4.6: Inter State Migrant Workmen- Payment & Bank Screen**

#### 4.1.3. Completing Your Payment

- After confirming your details, the page will redirect you to your **bank's online banking portal**.
- Complete your payment using **internet banking**. Once the payment is successful, you will receive a **treasury reference number**.
- Enter the **treasury reference number** in the field provided and your application will be submitted to the department.

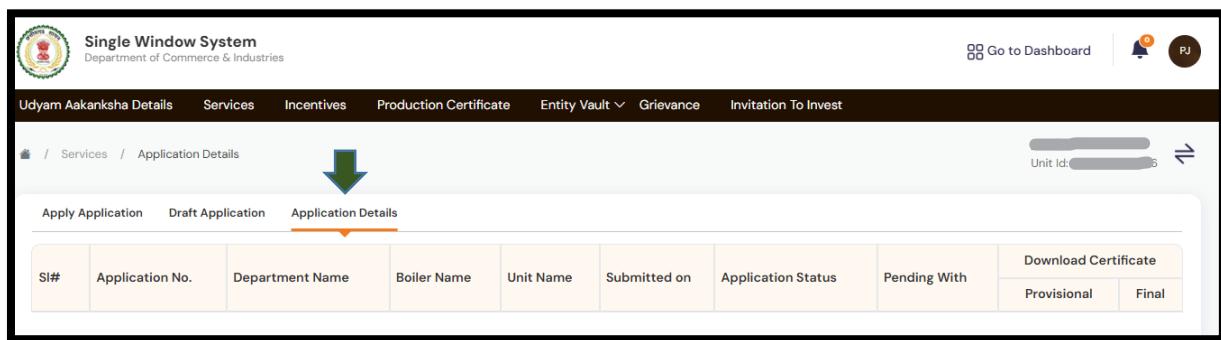




**Figure 4.7: Inter State Migrant Workmen- Payment Screen**

#### **4.1.4. Download of the Certificates**

The application has been submitted successfully and the certificate can be downloaded from the Services section under Application Details in SWS portal, as shown in Figure 4.8.



**Figure 4.8: Inter State Migrant Workmen- Application Details Screen**

#### **4.1.5. Format of Approval Certificate**

Figure 4.9 displays a sample format for the Approval Certificate. Refer to this figure for details.



8/30/2017

**FORM II**  
[See Rule 18(1)]



**Certificate of Registration**

No. [REDACTED] Date : **10/07/2017**

**GOVERNMENT OF CHHATTISGARH**  
Office of the Registering Officer

A certificate of Registration containing the following particulars is hereby granted under clause (a) of sub-section (2) of Section 4 of the Inter State Migrant Workmen (Regulation of Employment and Conditions of Service ) Act,1979,  
and the C.G. (Inter State Migrant Workmen) Rules, made there EEE W R SURVEY AND BARRAGE CONST under, to:-  
DN NO 1  
Address :  
KHARSIA

<b>Nature of work carried on in the establishment</b>	<b>Nature of work in which migrant workmen is employed or is to be employed</b>	<b>Maximum No of migrant workmen to be employed on any day through each contractor</b>	<b>Other Particulars relevant to the employment of migrant workmen</b>	<b>Name and address of contractors</b>
79 - Constructions	Constructions	100		M/S. NCC LTD. NCC HOUSE,MADHAPUR,HYDRABAD

Date :  
Place :

Registering Officer

Address [REDACTED]

[Windows Taskbar icons: File, Internet Explorer, File Explorer, Mail, Google Chrome, Word, Excel, etc.]

**Figure 4.9: Certificate of Registration**

