

## **PROCEDURE FOR MAKING APPLICATION FOR LICENCE AND RENEWAL OF LICENSE UNDER INTER STATE MIGRANT WORKMEN (RE&CS) ACT, 1979 AND AP RULES, 1982.**

### **Section 8:- Licencing of Contractors :**

No contractor shall recruit a person in a State for employing him in an Establishment in another State except in accordance with a license issued by the licensing officer under Section 9.

### **Rule 7: Application for Licence:**

Application for grant of license shall be made to the licensing officer, in triplicate in form IV and V as applicable, accompanied by a certificate issued by the principal employer in form VI and a treasury receipt showing deposit of security as specified by the Licencing Officers and payment of license fee.

### **Rule 26 : Fees : Licence fee payable by the contractor:**

S.No.	No. of workmen proposed to be employed	Existing Fee (Rs.)	Existing Fee (Rs.)
1.	2.	3.	4.
a)	Exceeds 5 but does not exceed 20	125.00	250.00
b)	Exceeds 20 but does not exceed 50	320.00	400.00
c)	Exceeds 50 but does not exceed 100	625.00	525.00
d)	Exceeds 101 but does not exceed 200	1250.00	800.00
e)	Exceeds 200 but does not exceed 400	2500.00	1100.00
f)	exceeds 400	3125.00	1600.00

### **Head of Account for payment of Licence Fee:**

Major Head: 0230 – Labour & Employment

Minor Head : 101 – Receipts under labour laws

Detailed Head : 106 – Fees under Inter State Migrant Workmen Act,1979.

### **Head of Account for Security Deposit:**

Major Head : 8443 – Civil deposits

Minor Head : 116 – Deposits under various Central and State Acts

Sub-Head : 01 – Deposits Labour Acts, Inter State Migrant Workmen Act,1979

**How to make application for license/renewal of license:**

Application for license/renewal of license will soon be available online through <http://ap.meeseva.gov.in/> . Once online service is available the license fee can be paid in the citizen service center or through online payment. System generated license will be available on the spot.

**Procedure for making application for license / renewal of license till online services are available.**

Application for license / renewal of license can be made to the appropriate licensing authority as follows duly paying the fee as above.

Total No. of Inter State migrant Labour employed in the Principal Employer Establishment	Up to 100	101 to 300	300 and above
Licensing Officer	Asst. Commissioner of Labour	Dy. Commissioner of Labour	Jt. Commissioner of Labour

**P.T.O. for Application**

APPLICATION IN FORM I FOR GRANT OF LICENSE/RENEWAL OF LICENSE UNDER  
INTER STATE MIGRANT (REGULATION OF EMPLOYMENT & CONDITIONS OF SERVICE)  
ACT, 1978 AND A.P. RULES, 1982

1	Name of the Contractor	:
2.	Date of birth & age	
3.	Name of establishment & address	:
4.	Type of business:	
5	Name of the Principal Employer	:
4.	Particulars of migrant workmen	:
5.	Nature of work	
6.	Duration of work	:
5	Name & address of Manager	:
6	Maximum no. of migrant workmen proposed to be recruited	:
7	Name & address of the Directors/Partners in case of firms	:
8	Name & address of the person in-charge of and responsible to the company/firm	:
9	Whether a certificate by the Principal Employer issued in Form-VI	:
10	Amount of lenience fee paid	:

Declaration

I hereby declare that the details given above are correct to the best of my knowledge and belief.

Place:  
Dated:

Signature of the Applicant  
(Contractor)