

PROCEDURE FOR MAKING APPLICATION FOR REGISTRATION UNDER BUILDING AND OTHER CONSTRUCTION WORKERS (RE&CS) ACT, 1996 AND A.P. RULES, 1999.

APPLICABILITY:

THE BUILDING AND OTHER CONSTRUCTION WORKERS (RE&CS) ACT APPLIES TO ESTABLISHMENT WHICH EMPLOYS OR HAD EMPLOYED 10 OR MORE WORKERS ON ANY DAY OF THE PRECEDING 12 MONTHS IN ANY BUILDING OR CONSTRUCTION WORK.

FEE PAYABLE BY THE EMPLOYER:

SNO	NUMBER OF WORKMEN EMPLOYED OR HAD EN ON ANY DAY OF THE PRECEDING 12 MONTHS	FEE(RS.
1	UP TO 100	100
2	101 TO 500	500
3	ABOVE 501	1,000

REGISTERING OFFICERS:

ASST. LABOUR OFFICERS HAVE BEEN NOTIFIED AS REGISTERING OFFICERS UNDER THE BUILDING AND OTHER CONSTRUCTION WORKERS(RE&CS) ACT, 1996 AND, A.1999.

REGISTRATION OF ESTABLISHMENT:

EVERY EMPLOYER IN RELATION TO AN ESTABLISHMENT BUILDING AND OTHER CONSTRUCTION WORKERS(RE&CS) ACT APPLIES SHALL GET THE REGISTRATION UNDER THE A.P. INTEGRATED REGISTRATION ACT, 2015 ON PAYMENT OF THE FEE AS SPECIFIED ABOVE.

HOW TO MAKE APPLICATION FOR REGISTRATION:

SUBMISSION OF PHYSICAL APPLICATION FORM AND OTHER DOCUMENTS WITH, AS PROVIDED IN THE A.P. INTEGRATED REGISTRATION ACT, 2015 AMENDED IN 2016.

APPLICATION THROUGH CITIZEN SERVICE CENTERS (MEESWARI), APONL

APPLICANT MAY APPROACH ANY CITIZEN SERVICE CENTER TO SERVICE THE REGISTRATION/RENEWAL OF REGISTRATION OF ESTABLISHMENT, ALSO OF THE ESTABLISHMENT TO BE REGISTERED AND THE FEE PAYABLE AS ABOVE TABLE. ON FURNISHING THE INFORMATION TO BE FILLED UP IN THE APPLICATION TO THE KIOSK OPERATOR AND ON PAYMENT OF REQUISITE FEE, REGISTRATION CERTIFICATE IS ISSUED IMMEDIATELY AND HANDED OVER TO THE APPLICANT.

APPLICATION ONLINE:

THE CITIZEN MAY ALSO APPLY FOR REGISTRATION OF ESTABLISHMENT FOLLOWING THE PROCEDURE SPECIFIED BELOW.

STEP 1: GO TO MEESEVA PORTAL [HTTPS://ONLINEAP.MEESEVA.GOV.IN/](https://onlineap.mee seva.gov.in/)

STEP 2: COMPLETE PROFILE REGISTRATION SO THAT USER CANNOT LOG INTO THE PORTAL.

STEP 3: SELECT REQUIRED SERVICE FROM LABOUR DEPT. SECTION

STEP 4: FILL UP THE FORM AND PAY THE REQUISITE FEE ONLY

STEP 5: PAYMENT RECEIPT WILL BE GENERATED.

STEP 6: REGISTRATION CERTIFICATE WILL BE GENERATED INSTANTLY

STEP 7: TAKE A PRINTOUT OF THE RECEIPT AS WELL AS CERTIFICATE

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