

Recommendation No.- 132- Design and implement a system that allows online application, payment, tracking and monitoring without the need for a physical touch point for document submission and verification- Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948 (Ref: <https://www.bihar.gov.in>)



The screenshot displays the Bihar Official State Portal. At the top, there is a navigation bar with links for Home, Study in Bihar, Governor, Government, and e-Services. A search bar is located on the right side of the navigation bar. Below the navigation bar, the main content area is divided into several sections:

- Buddha:** A section featuring a photograph of a Buddha statue.
- News & Events:** A list of recent news items, including "Empowering people through e-Governance | Feb-18-2014", "Bihar narrowing down gap with country in per capita income | Feb-14-2014", "Super30 hero Anand Kumar seeks extra chance in JEE like UPSC | Feb-11-2014", and "Fire in Volvok Motor Tiller Becomes no report of animal death | Feb. 02 2014".
- Bihar Profile:** A section providing information about Bihar, including its geographical size (38,202 sq mi / 98,940 km²) and population (3rd largest in India). It also mentions that almost 58% of Biharis are below the age of 25, which is the highest proportion in India.
- Emergency Number:** A section listing emergency numbers: Fire Services:101, Ambulance:102, Police:100, Railway:139, Patna Airport:141, and Doctor:1911.
- Important Links:** A section with links for Schemes, Govt. Announcements, Govt. Tenders, Govt. Orders, Application Status, Departments, Document, Press Release, Quick Links, and Dashboard.
- Shri Nitish Kumar:** A profile section for the Honble Chief Minister, Government of Bihar, with links for "CM'S Profile", "CM Website", and "Write to CM".
- How do I?:** A section with links for Register, Login, Submit Application, Check application status, Provide Feedback, and Know my NCO.

At the bottom of the page, there are several logos and icons, including the National e-Governance Plan logo, the Portal for Public Grievances logo, the People Groups logo, the India.gov.in logo, and the Digital India logo.

Step 1: Login into the www.bihar.gov.in website and select “Labour Resources Department” -
 >”Registration for Licenses”

The screenshot shows the Bihar Official State Portal website. The breadcrumb trail is: Home » e-Services » Labour Resource Department » Reg... A dropdown menu is open under 'Labour Resource Department', with 'Labour Resource Department' and 'Registration for Licence' circled in yellow. The main content area displays a table of acts with the following data:

Acts	Registration for Employment	Description
 Motor Transport Workers Act, 1961	Registration for Licence	An act to provide for the welfare of motor transport workers and to regulate the condition of their work. It applies to every motor transport undertaking employment where two or more than two motor transport workers are engaged. Registration of motor transport undertakings-(sec-3)- Every employer of a motor transport undertaking to which this act applies shall have the undertaking registered under this act. Both registration and renewal application may be submitted in Form I with fee prescribed in rule (5) to the labour superintendent of the district.
 Beedi and Cigar Workers Act, 1966		Purpose-For enforcing better condition of labour amongst those who are engaged in manufacture of Beedi and Cigar Licences- Any person who intend to use or allow to be used any place or premises as an industrial premises shall make an application in writing to the competent authority (Labour Superintendent of the district) in Form I and on payment of requisite license to use or allow to be used such premises as an Industrial Premises (Section 4 of the act) shall be issued.
 Indian Boilers Act, 1923		The Inspectorate of Boilers is particularly responsible for the enforcement of the provisions of the Indian Boilers Act, 1923. Steam Vessels Act. This branch, which is purely technical in nature, has been placed under the chief Inspector of Boilers with 2 Inspector of Boilers posted in the field. The work of inspection and enforcement under Office Rent Provisions of the Act is carried







Step 2: select “Registration for Licenses” related option to see the list of e-services offered by the Labour Resources Department

The Building and other construction workers (Regulation of Employment and Conditions of Service) Act 1996	which are aimed to safeguard the interest of construction workers and their family as well as to protect them from any type of hazards which occur in their lives. So it is necessary to get themselves registered under the Board.
Contract Labour Act, 1970	To regulate the service condition and to improve the condition of workers working as Contract Labour, where the work is of seasonal nature and is not related to production. It applies- To every establishment in which twenty or more workers are employed on any day of the preceding twelve months as Contract Labour. To every contractor who employs or who employed twenty or more workers as contractor on any day of the preceding twelve month.
Inter State Migrant Act, 1979	The Employment wing of the Directorate of Employment & Training, under the administrative control of the Labour Resources Department, Govt. of Bihar, is responsible for administration of the network of Employment Exchanges and University Employment & Information Guidance Bureau in the whole of the State of Bihar, with the mission to collect, process and disseminate all information relating to job opportunities to all job seekers in order to provide job assistance to them.
Trade Union Act, 1926	An Act to provide for the registration of Trade Unions and in certain respects to define the law relating to registered Trade Unions. Every application for registration of a Trade union shall be made in Form A appended to the Trade Unions Act 1926 before the Registrar of Trade Unions and shall be accompanied by a copy of Rules of the trade union and a statement
The Factory Act, 1948	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.
The Bihar Shops and Establishment Act, 1953	To protect the benefit of workers working in the unorganized sector of Shops and establishments. To regulate the conditions of worker and employment in shops and establishments.

Step 3: Select the “The Factory Act, 1948” related e-services

Browser address bar: https://www.bihar.gov.in/services_lrd

Browser tabs: Most Visited, Getting Started, Click Here To Down..., Popular English Tv Sh...

<p>The Building and other construction workers (Regulation of Employment and Conditions of Service) Act 1996</p> 	<p>which are aimed to safeguard the interest of construction workers and their family as well as to protect them from any type of hazards which occur in their lives. So it is necessary to get themselves registered under the Board.</p>
<p>Contract Labour Act, 1970</p> 	<p>To regulate the service condition and to improve the condition of workers working as Contract Labour, where the work is of seasonal nature and is not related to production.It applies- To every establishment in which twenty or more workers are employed on any day of the preceding twelve months as Contract Labour. To every contractor who employs or who employed twenty or more workers as contractor on any day of the preceding twelve month.</p>
<p>Inter State Migrant Act, 1979</p> 	<p>The Employment wing of the Directorate of Employment & Training, under the administrative control of the Labour Resources Department, Govt. of Bihar, is responsible for administration of the network of Employment Exchanges and University Employment & Information Guidance Bureau in the whole of the State of Bihar, with the mission to collect, process and disseminate all information relating to job opportunities to all job seekers in order to provide job assistance to them.</p>
<p>Trade Union Act, 1926</p> 	<p>An Act to provide for the registration of Trade Unions and in certain respects to define the law relating to registered Trade Unions. Every application for registration of a Trade union shall be made in Form A appended to the Trade Unions Act 1926 before the Registrar of Trade Unions and shall be accompanied by a copy of Rules of the trade union and a statement</p>
<p>The Factory Act, 1948</p> 	<p>The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories.In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.</p>
<p>The Bihar Shops and Establishment Act, 1953</p> 	<p>To protect the benefit of workers working in the unorganized sector of Shops and establishments.To regulate the conditions of worker and employment in shops and establishments.</p>

Browser status bar: <https://www.bihar.gov.in/factory>

Step 4: Login to the portal using your User Id and Password (User ID: Portal User and Password:Root@123)

The screenshot shows the Bihar Official State Portal login page. At the top, there is a navigation bar with links for 'Most Visited', 'Getting Started', 'How we write', and 'New Tab'. Below this is a banner with the Bihar logo and 'Official State Portal' text. A search bar is located on the right side of the banner. The main content area is titled 'Home » User account' and contains three buttons: 'Create new account', 'Log in', and 'Recover password'. The login form consists of three fields: 'Username *' with the value 'Portal_User', 'Password *' which is masked with dots, and 'What code is in the image? *' with the value '4776'. Below the form, there is a footer with a small tree logo and text stating 'Site contents owned and updated by concerned Departments and coordinated by Department of Information Technology, Bihar. For any query regarding this website please contact Web Master.' At the very bottom, there is a footer with links for 'About the Portal', 'Profile Map of Bihar', 'Contact Us', 'Terms of use', 'Help', 'Site Map', 'Feedback Form', 'FAQ', 'Copyright', 'Screen Reader Access', and 'Download'. The browser's status bar at the bottom shows 'Waiting for www.bihar.gov.in...'.

Step 5: Select “Application for Permission to construct, extend or take into use any building as a factory”

The screenshot shows the Bihar State Portal website. The browser address bar displays <https://www.bihar.gov.in/factory>. The page header includes navigation links for Home, Study in Bihar, Governor, Government, and e-Services, along with a search bar. The main content area is titled "Home » Factory" and contains a table with the following data:

Form Name	Description	Action
Application for Permission to construct, extend or take into use any building as a factory	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online
Application for Registration and Grant of Licence of Factory Form No.2	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online, Fee Structure
Application for Digitization of existing Factories	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online
Application for Renewal of Licence of Factory	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online
Application for Registration of Factory - Annual Return	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online

Step 6: Select Fill Online option

Browser address bar: <https://www.bihar.gov.in/factory>

Navigation: Home | Study in Bihar | Governor | Government | e-Services

Search: Enter your keyword [Search]

Home » Factory

Form Name	Description	Action
Application for Permission to construct, extend or take into use any building as a factory	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online
Application for Registration and Grant of Licence of Factory Form No.2	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online Fee Structure
Application for Digitization of existing Factories	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online
Application for Renewal of Licence of Factory	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online
Application for Registration of Factory - Annual Return	The Occupier of the Factory should submit the application in Prescribed form along with requisite License fee and the other relevant documents in the office of the Inspector of Factories. In Case of Section-85 Factories the License is valid till the closure of Factory subject to the Condition that there is no amendment in the specified facts on the License.	Fill Online

Browser address bar: https://www.bihar.gov.in/construct_factory

Step 7: Fill in the online form for Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948

Browser address bar: https://www.bihar.gov.in/construct_factory

Browser tabs: Most Visited, Getting Started, Click Here To Downl..., Popular English Tv Sh...

Name of the Factory * **Postal address of Factory ***

Pincode *

Situation of the Factory

Province * **District ***

Town/Village * **Nearest Police station**

Nearest Railway station **Steamer ghat**

Pincode *

Other Details

Is your factory a Private Limited / Public Limited Factory?

Particulars of the Plant to be installed

Required Enclosures

If document size is too large to be uploaded, Please refer <http://labour.bih.nic.in/D-labour.htm> and contact designated officer.

Incase of change of Directors-Form 32 of the Companies Act * TEST1.JPG [Back to Top](#)

Allowable Formats: gif, jpg, png, pdf. Maximum Upload Size: 100 KB

Map of Factory building including Site plan, Plan elevation and all necessary cross-section * TEST1.JPG

Step 8: Submit other details with declaration

Browser address bar: https://www.bihar.gov.in/contract_factory

Browser tabs: Most Visited, Getting Started, Click Here To Down..., Popular English Tv Sh...

Additional attachment

Name of additional attachments1

Additional attachments1 No file selected.

Allowable Formats: gif, jpg, png, pdf Maximum Upload Size: "100 KB"

Name of additional attachments2

Additional attachments2 No file selected.

Allowable Formats: gif, jpg, png, pdf Maximum Upload Size: "100 KB"

Name of additional attachments3

Additional attachments3 No file selected.

Allowable Formats: gif, jpg, png, pdf Maximum Upload Size: "100 KB"

Name of additional attachments4

Additional attachments4 No file selected.

Allowable Formats: gif, jpg, png, pdf Maximum Upload Size: "100 KB"

Declaration

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

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Step 9: Enter risk classification related details in the system needed as General Guideline and submit

https://www.bihar.gov.in/risk_analysis/1231897/1805

Official State Portal

Home Study in Bihar Governor Government e-Services

Enter your keyword Search

Home » Risk Analysis

General Guideline for classification of Industries/Factories as Low/Medium/High Risk Industries/Factories

Fields marked with "*" are mandatory

Risk Particulars

Total Man Power engaged per day & Total rated capacity (power) installed expressed in H.P. _____

Details of Workers *

Amount of power in H.P. *

Location

Population *

Seismic Zone *

Lightening / Thundering Area *

Flood Affected Area *

Near MAH Unit *

MAH Unit *

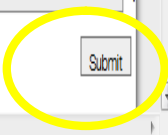
Hazardous Operations *

(Section-2 of Factories Act, 1948) and 1st Schedule

Occupational Health Hazards *

Near MAH Unit *	Not Applicable
MAH Unit *	Not Applicable
Hazardous Operations * <small>(Section-2 of Factories Act,1948) and 1st Schedule</small>	Not Applicable
Occupational Health Hazards * <small>(Schedule-3 of Factories Act,1948)</small>	Not Applicable
Dangerous Operations * <small>(Refer Schedule to Bihar Factories Rules, 1950)</small>	Not Applicable
Chemical Process * <small>(Refer Schedule to Bihar Factories Rules, 1950)</small>	Not Applicable
Storing Chemicals * <small>(Please refer to control of Industrial Major Accident Hazardous Rules, 1950)</small>	Not Applicable
Category of Factories under Central Pollution Control Board *	- Select -
Operation in Shifts *	- Select -
Approach road to the units *	- Select -
Fire Prone Factories * <small>(Please Refer to Factories Rules, 1950)</small>	- Select -
Elevation of work place *	- Select -

[Back to Top](#)



Step 10: After Successful Submission Message Appears for Submission ID. Confirmation mail also sent to registered mail id. Please note that for this particular service, no payment is required and hence the online payment part is not applicable and demonstrated.

The screenshot shows a web browser window displaying the Bihar Official State Portal. The address bar shows the URL: <https://www.bihar.gov.in/acknowledgement/1231897/1805/0652>. The page header includes the Bihar logo and the text "Official State Portal". The navigation menu contains links for Home, Study in Bihar, Governor, Government, and e-Services. A search bar is present with the text "Enter your keyword" and a "Search" button. The main content area features a green banner with the following messages:

- Mail send to this email ID : abhi3g1@yahoo.com
- Successfully submitted and your Reference id: LFD/RCEBF/1231897

Below the banner, there is a link "Home » Generate Acknowledgement" and a box containing the message: "Sucessfully submitted and your submission ID: 1231897". The footer of the page contains the following text:

Site contents owned and updated by concerned Departments and coordinated by Department of Information Technology, Bihar. For any query regarding this website please contact Web Master.

About the Portal | Profile Map of Bihar | Contact Us | Terms of use | Help | Site Map | Feedback Form | FAQ | Copyright | Screen Reader Access | Download

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Site best Viewed with 1024 * 768 resolution in IE 7.0+ & Mozilla 3.6+
There have been no updates.

Step 11: Check the current status of the application. Select the “Application Status” under the home screen.

The screenshot displays the Bihar Official State Portal. At the top, there is a navigation bar with links for 'Home', 'Study in Bihar', 'Governor', 'Government', and 'e-Services'. A search bar is located on the right side of the header. The main content area is divided into several sections:

- Buddha:** A section featuring a photograph of a Buddha statue.
- News & Events:** A list of recent news items, including 'Super30 hero Anand Kumar seeks extra chance in JEE like UPSC | Feb-11-2014', 'Fire in Valmiki Nagar Tiger Reserve, no report of animal death | Feb-09-2014', and 'Bihar announced New Surrender and Rehabilitation Policy for Maoists | Dec-04-2013'.
- Bihar Profile:** A section providing information about the state of Bihar, including its geographical size and population.
- Emergency Number:** A list of emergency services such as Fire Services (101), Ambulance (102), Police (100), Railway (139), Patna Airport (141), and Doctor (1911).
- Important Links:** A grid of links for various services, including Schemes, Govt. Announcements, Govt. Tenders, Govt. Orders, Application Status (highlighted with a yellow circle), Departments, Document, Press Release, Quick Links, and Dashboard.
- Shri Nitish Kumar:** A profile section for the Honble Chief Minister, Government of Bihar, featuring a portrait and links to his profile, website, and contact information.
- How do I?:** A section with links for Register, Login, Submit Application, Check application status, Provide Feedback, and Know my NCO.

The URL at the bottom of the page is https://www.bihar.gov.in/profile_status.

Step 12: Enter the Unique ID/ Application Reference No. to check the current Status

The screenshot shows the Bihar Official State Portal at the URL https://www.bihar.gov.in/profile_status. The page is titled "Track Your Application Status". A search bar is present with the text "Please enter your Reference ID:" and a text input field containing "1231897". A yellow circle highlights the "Search status" button next to the input field. Below the search bar is a table with the following data:

SID	Title	Status
1231897	Labour Resources – Application for Permission to construct, extend or take into use any building as a factory	Applicaitonreceived

The footer of the page contains the following text:

About the Portal | Profile Map of Bihar | Contact Us | Terms of use | Help | Site Map | Feedback Form | FAQ | Copyright | Screen Reader Access | Download

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Site best Viewed with 1024 * 768 resolution in IE 7.0+ & Mozilla 3.6+
This page was updated on 13/05/2016 - 15:32

Step 12: Review the current status of the application.

The screenshot shows a web browser window with the URL https://www.bihar.gov.in/profile_status. The page header includes the Bihar logo and 'Official State Portal'. A navigation menu contains 'Home', 'Study in Bihar', 'Governor', 'Government', and 'e-Services'. A search bar is present with the text 'Enter your keyword'. Below the header, the breadcrumb 'Home » Track Your Application Status' is visible. A form field labeled 'Please enter your Reference ID:' contains the value '1231897' and a 'Search status' button. A table below displays the application details:

SID	Title	Status
1231897	Labour Resources – Application for Permission to construct, extend or take into use any building as a factory	Application received

The text 'Application received' in the table is circled in yellow. At the bottom of the page, there is a footer with the text: 'Site contents owned and updated by concerned Departments and coordinated by Department of Information Technology, Bihar. For any query regarding this website please contact Web Master.', 'About the Portal | Profile Map of Bihar | Contact Us | Terms of use | Help | Site Map | Feedback Form | FAQ | Copyright | Screen Reader Access | Download', 'Copyright © 2013 Government of Bihar', 'Site best Viewed with 1024 * 768 resolution in IE 7.0+ & Mozilla 3.6+', and 'This page was updated on 13/06/2016 - 15:32'.