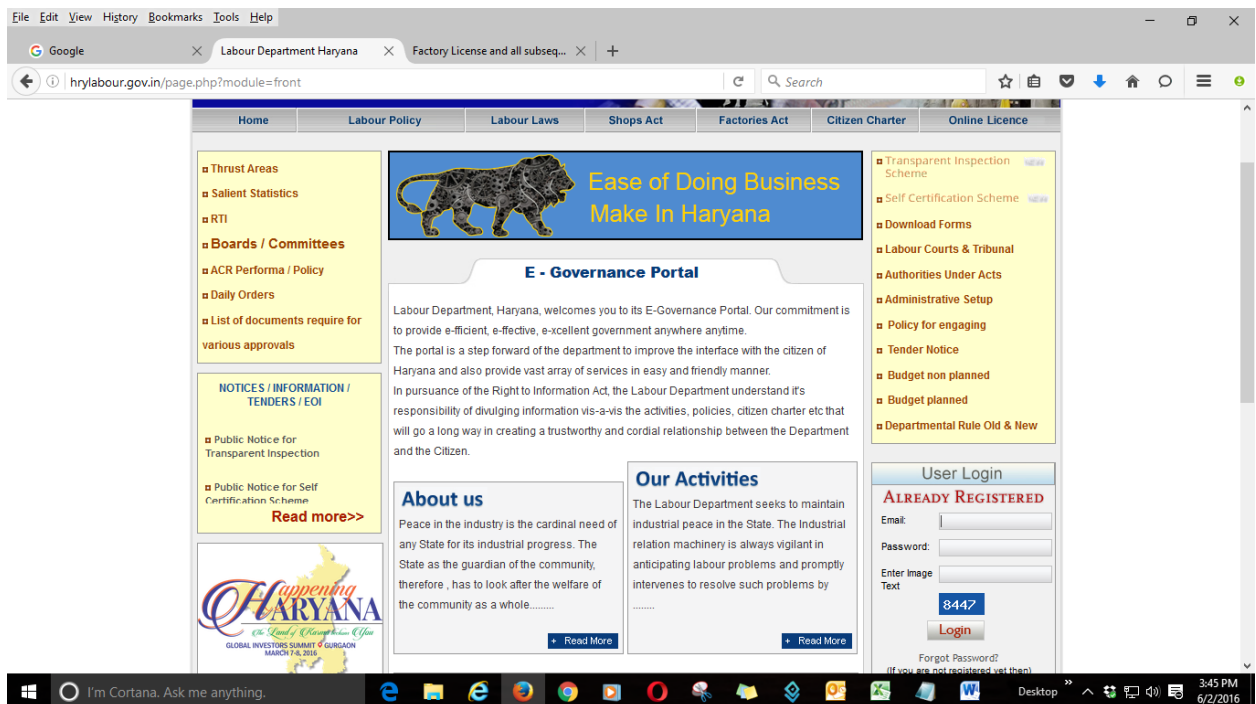
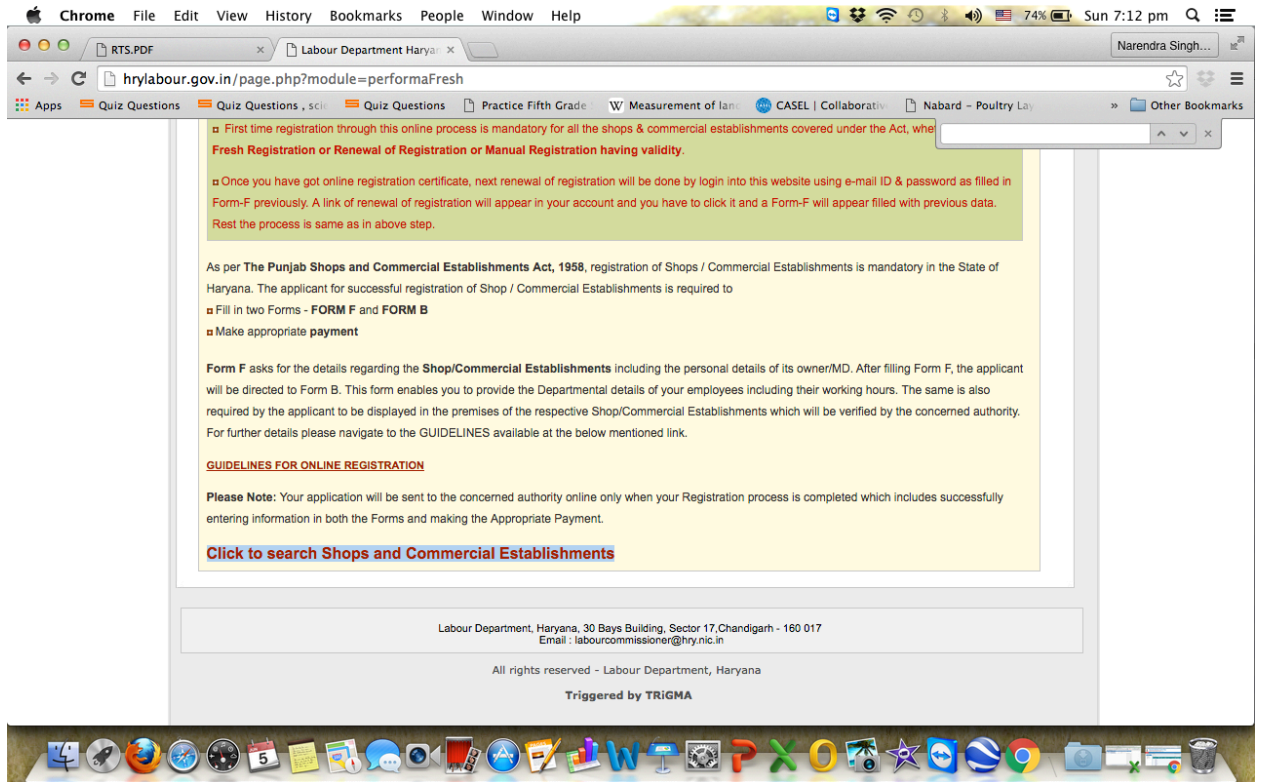


147	6f. Registration under The Shops and Establishment Act	Design and implement a system that allows online application, payment, tracking and monitoring without the need for a physical touch point for document submission and verification
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1. Open website link <http://hrylabour.gov.in/page.php?module=front>



2. Firstly applicant has to create their user profile that is called the Basic Information Performa in Form F as once in lifetime exercise. The first loop ensure for prevention of duplication of profile creation by enabling the user to search for their credentials at URL <http://hrylabour.gov.in/page.php?module=performaFresh> This screen shot shows the option to search name if already exists



This screen shot shows the search results

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RTS.PDF Labour Department Haryana

hrylabour.gov.in/page.php?module=performaFresh&process=processsearchFactory

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If name of your Shop matches any of the search results then mentioned e-mail id in the results is your user ID and to retrieve the password to this user ID exercise the option of **Forget Password** or email us at **mail.hrylabour@gmail.com**.

Create the new user Id by filling the Registration only if the name of your Shop does not appears in the below mention searched Results.

It is hereby warned that creating duplicate or multiple Registration amount to misleading and misrepresenting to the Government /Department and your action shall make you liable for legal proceeding against you under the relevant Criminal Laws.

By Filling the new BIP you are hereby declaring that name of the Shop does not already exist in the Database of the Department **CLICK HERE TO FILL BASIC INFORMATION FORM**.

List of Shops and Commercial Establishments

1 2 3 4 5 6 7 8 ... 17 18 Next

S.No.	App ID	Name of Unit	Address	Area of Circle	Submission Date	Email-Address	Certificate Status	Certificate valid upto
1	1916	M/s HDFC BANK LTD	103 MODEL TOWN YAMUNANAGAR 135001, Jagadhri, Yamunanagar	LI-YNR-1-1	03-02-2010	aman.awal@hdfcbank.com	-	-
2	2437	M/s HDFC BANK LTD	GC 3,4,5,6, PLOT NO.-4, RAHEJA SQUARE, SECTOR-2, IMT MANESAR, GURGAON-122050, Gurgaon, Gurgaon	LI-GGN-6-16	29-03-2012	mugupt80@gmail.com	Approved	2014
3	3840	M/s HDFC BASNK LTD.	RAILWAY ROAD, NEAR ANAJ MANDI, KALAYAT,	LI-KTL-1	17-02-2010	vikrant.verma@hdfcbank.com	-	-

If the applicant is fresh, he fills in the application form as shown in screen shots below:-

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hrylabour.gov.in/page.php?module=performaFresh&process=showFormF

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**LABOUR DEPARTMENT HARYANA**

Home Labour Policy Labour Laws Shops Act Factories Act Citizen Charter Online Licence

**FORM-F**  
Proforma for Fresh/Renewal of Registration  
(Under the Punjab Shops & Commercial Establishments Act, 1958)  
**GUIDELINES FOR ONLINE REGISTRATION**

Fields marked with \* are compulsory.

General Information Regarding the Shop/Commercial Establishment

1. Full Name of Establishment \* :  (Enter Full name of establishment which you want to register)  
 Shops  Establishment

2. Address \* :  (Enter the first line of address eg. Plot Number 12)

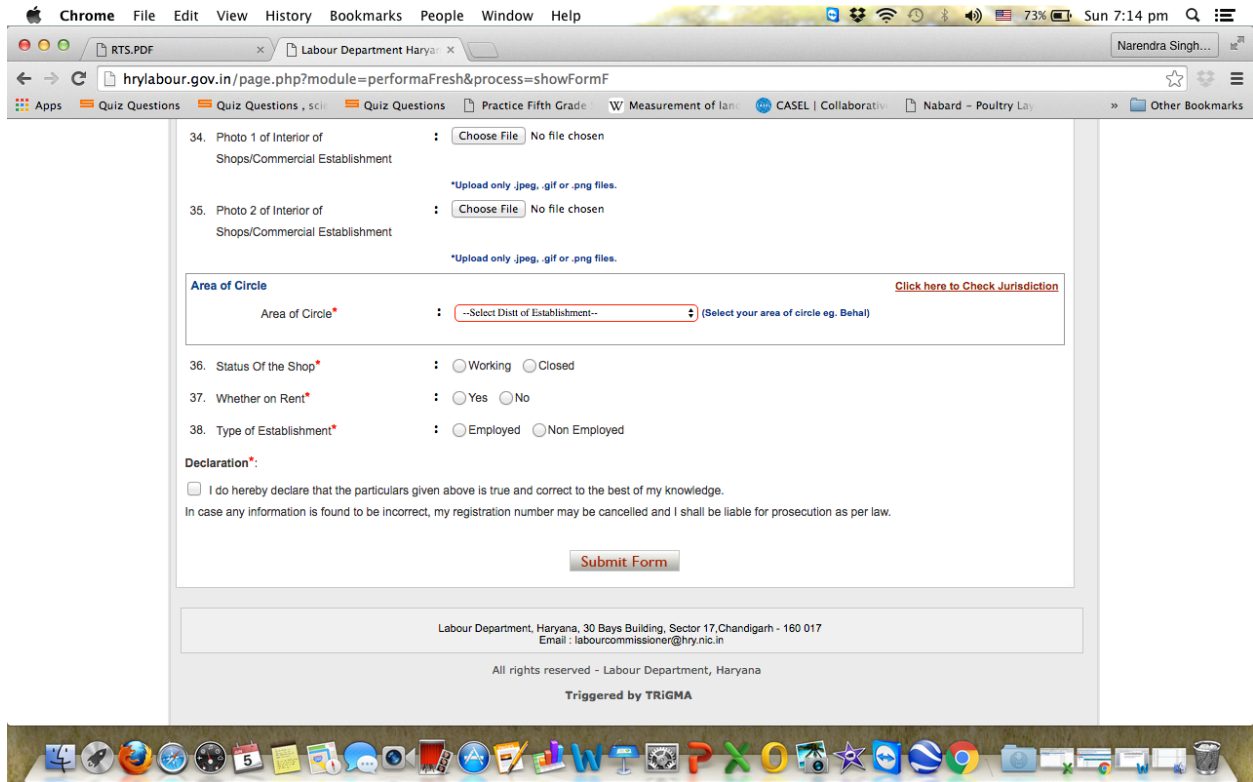
3. State : Haryana

4. District \* :  (Select your district eg. Ambala)

5. Tehsil \* :  (Select your tehsil eg. Dadri)

6. Village/Town \* :  (Select your Village/Town eg. Behal)

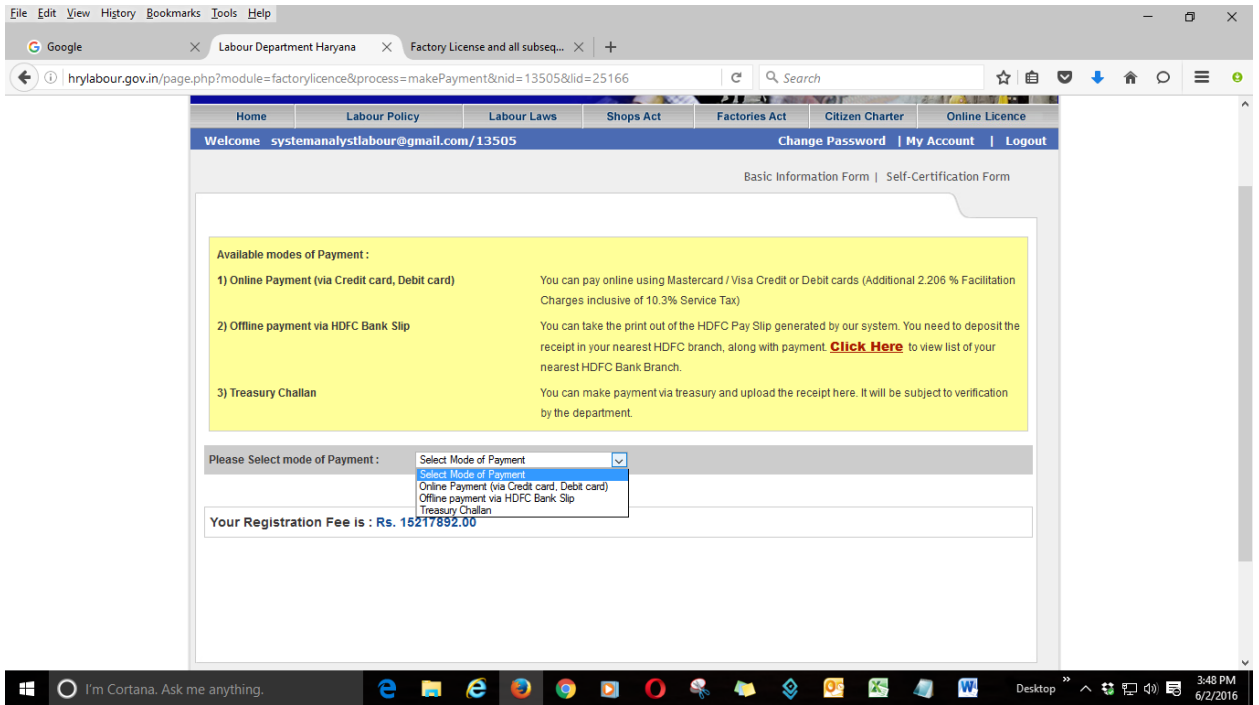
7. Phone Nos. (M/s/STD Code) \* :  (Fill in the phone numbers with STD Code eg. 0152332444)



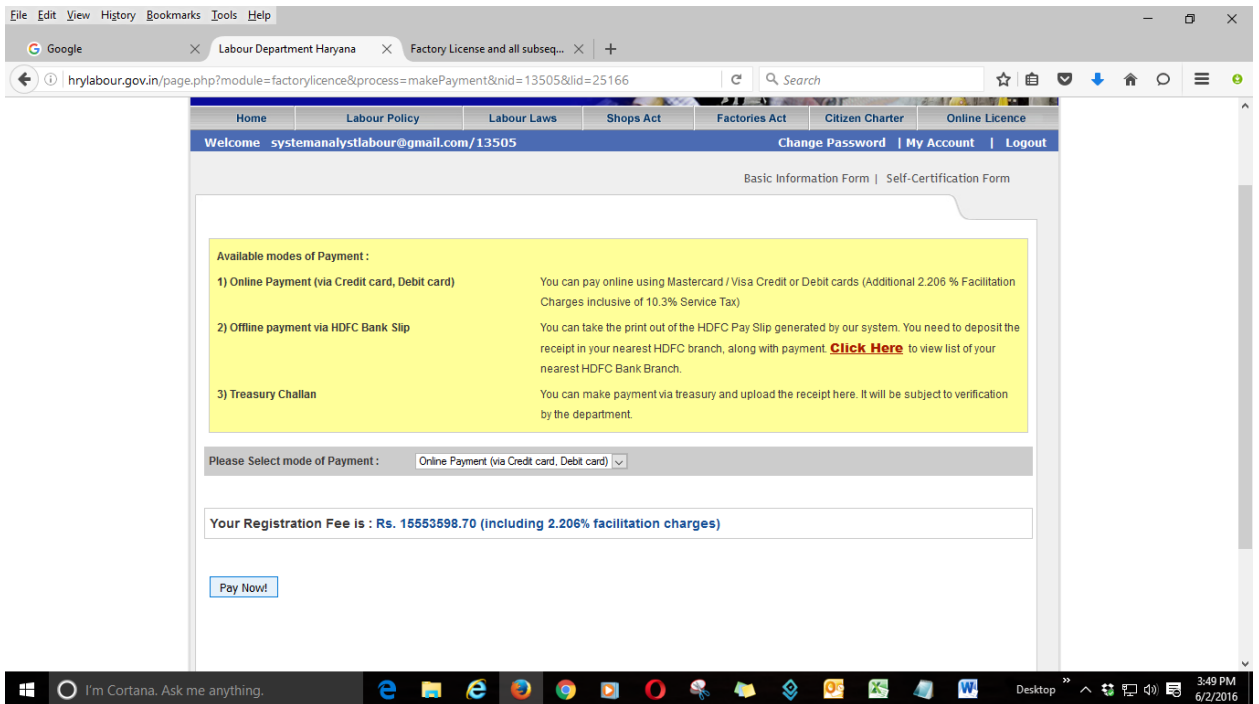
With this form he submits the relevant proof as attachments

And pays the statutory fees by online payment gateway.

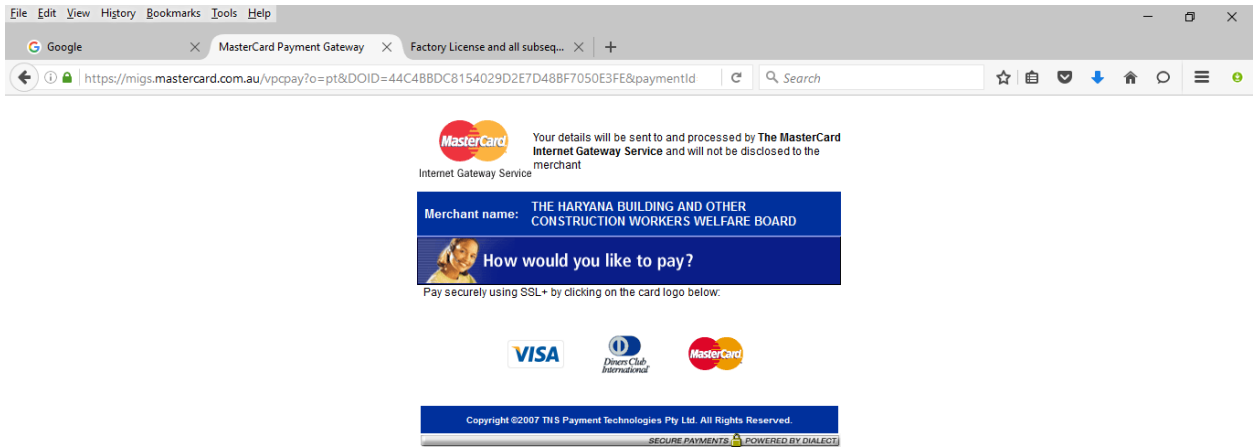
3. On Click on “click here to Pay” the payment gateway appear



#### 4. Click Pay Now



Select the card payment option



The departmental authorities process the applications. The registering officer i.e. Labour Inspector physically visit the area and verify the existence of the shop/establishment and grant the registration certificate on finding the applications and document proper. In this process the applicants is not required to physically visit the office at any stage.