

LDMS USER MANUAL/उपयोगकर्ता पुस्तिका
STANDING ORDER MODULE/ स्टैंडिंग ऑर्डर मॉड्यूल

Departmental User/ विभागीय उपयोगकर्ता

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Workflow for Standing Order – Departmental User

1. Application at LDC/UDC of Head Office (Jaipur)

Application submitted by a citizen gets directed to the LDC/UDC of the head office automatically. Upon logging by LDC/UDC through SSO portal, when LDMS application is opened, screen as shown below appears.

नागरिक द्वारा भरे जाने के बाद आवेदन प्रधान कार्यालय के एलडीसी / UDC को स्वतः निर्देशित हो जाता है. SSO पर लॉगिन पश्चात LDMS को खोलने पर, LDC/UDC को निम्न दृष्टित स्क्रीन दिखाई देती है

The screenshot shows the Government of Rajasthan Department of Labour SSO portal. The header includes the Government of Rajasthan logo and the text 'Government of Rajasthan Department of Labour'. The navigation menu on the left lists various options, with 'Standing Order Application' and 'Fresh Application' highlighted in a red box. The main content area displays 'Registration' with 'No Records Found'.

On clicking on “Standing Order” – “Fresh Application”, the next screen appears where the LDC/UDC can view all the standing order applications filled by the citizen (as shown in figure below)

“स्थायी आदेश” - “नवीन आवेदन” पर क्लिक करने पर, LDC/UDC को सारे नवीन आवेदन दिखाई देने लगते हैं, जैसा की नीचे चित्र में स्पष्ट दिखाई दे रहा है.



DEPARTMENT OF LABOUR

GOVERNMENT OF RAJASTHAN

सत्यमेव जयते

Home | Edit Profile | Change Password | As a Citizen | Sunil Sharma | 3/18/2014 3:55:31 AM | LOGOUT

Registration / Amendment / Renewal	Standing Order
Inspection Note	Standing Order / Standing Order Details
Complaint Application	
Claim Under Quasi Judicial	
Industrial Dispute	
Standing Order Application	
BoCW Cess/Project Details	
Beneficiary Application	
Return Filed Application	
Reports	

STANDING ORDER

Application Number	Name of Owner	Name of Establishment	Date of Application
SO/16/058316	hf	hfgf	16-02-2014
SO/16/801626	pk	iiuy	16-02-2014
SO/1/485130	jhjhj	hjhjh	18-02-2014
SO/16/745930	Megha	Megha Ltd.	18-03-2014

[Previous](#) | Page : 3 of 3 | [Next](#)

Application Number is a hyperlink. On clicking it, the entire application form with filled data opens up as shown below.

आवेदन संख्या हाइपरलिंक है . इस पर क्लिक करने पर, भरा हुआ फॉर्म खुल जायेगा जैसे की नीचे दर्शित है .

<input type="checkbox"/> Beneficiary Application <input type="checkbox"/> Return Filed Application <input type="checkbox"/> Reports	Address of Industrial Establishment 6. House No. / Plot No. / Name <input type="text" value="gfgfg"/> 7. Street / Locality / Mohalla <input type="text" value="gfgfg"/> 8. Village / Town / City <input type="text" value="gfgfg"/> 9. District <input type="text" value="अजमेर"/>		
ANNEXURE B			
10. Total no. of employees <input type="text" value="55"/>	11. No. of permanent workmen <input type="text" value="55"/>		
12. No. of temporary workmen <input type="text" value="55"/>	13. No. of Badlies or Substitutes <input type="text" value="55"/>		
14. No. of probationers <input type="text" value="55"/>	15. No. of apprentices <input type="text" value="55"/>		
16. No. of trade union(s) if any, to which workmen belong <input type="text" value="0"/>			
Attach Document			
17. Attach authority letter	View Authority Letter		
18. Attach copy of draft standing orders	View Copy of Draft Standing Orders		
19. Attach copy of application	View Copy of Application		
20. Attach copy of receipt of standing order given to trade union	View Copy of Receipt of Standing Order Given to Trade Union		
21. Mark To	<input type="text" value="-- Select Officer --"/>		
<input type="button" value="Forward"/>			
Audit Trail			
User Name	Action	Detail	Date & Time (Day)
Shyoraj Singh(Citizen)	Filled Standing Order Application		2014-02-18 21:35:17 (0 day)

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Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 | Mozilla Firefox 3.5 version

There is a drop down option (Mark To) at the end of the form to select the authority to forward the application for scrutiny and further action. Upon proper selection of authority /officer, the application could be directed to the concerned officer by pressing the "Forward" button.

फॉर्म के अंत में " Mark To " का विकल्प है. जिस भी अधिकारी को ये फॉर्म भेजना है, उसके नाम का चयन ड्रॉप डाउन बॉक्स से कर लें. चयन करने के बाद, Forward बटन पर क्लिक करें

2. Application at Authority (Head Office)

Concerned authority enters the system through SSO with his/her SSO credentials and clicks on LDMS application to reach his/her main page.

संबन्धित अधिकारी sso में अपने लॉगिन से प्रवेश करके LDMS के मुख्य प्रष्ठ पर पहुंचता है

The screenshot shows the Department of Labour website interface. At the top, there is a logo and the text "Department of Labour". Below this, a navigation bar includes links for "Home", "Edit Profile", "Change Password", and a welcome message for "Vishnu Kumar Sharma (Joint Labour Commissioner)". The date and time "07/10/2014 3:05:49 PM" and a "LOGOUT" link are also present. The main content area is titled "Registration" and displays "No Records Found". On the left, a sidebar menu lists various options, with "Standing Order Application" expanded to show a sub-menu containing "Fresh Application", "Elected Members", "Pending Application", and "Due for hearing/Transtation". The "Fresh Application" option is highlighted with a red box. At the bottom, there is a copyright notice for 2014 and browser compatibility information.

To view a fresh application, click on "Standing Order – Fresh Application".

नए आवेदन को देखने के लिए, "स्थायी आदेश - ताजा आवेदन " पर क्लिक करें



Government of Rajasthan

Department of Labour

Home | Edit Profile | Change Password | Welcome, Vishnu Kumar Sharma (Joint Labour Commissioner) | 07/10/2014 3:06:38 PM | LOGOUT

- BoCW Cess/Project Details
- BOCW Welfare Board
- Claim Under Quasi Judicial
- Complaint Application
- Industrial Dispute
- Inspection Note
- Message
- Registration / Amendment / Renewal
- Reports
- Return Filed Application
- Standing Order Application

Standing Order

[Standing Order](#) / [Standing Order Details](#)

Application Number	Name of Owner	Name of Establishment	Date of Application
SO/16/295814	erg	ert	7/10/2014 12:00:00 AM

Previous Page : 1 of 1 Next

As the authorized officer clicks on any of the of the application number which is hyperlink, the prefilled information from the user end shows up.

आवेदन संख्या हाइपरलिंक होगा. इस पर क्लिक करने पर भरा हुआ फॉर्म खुल जायेगा.

<ul style="list-style-type: none"> Beneficiary Application Return Filed Application Reports 	<h4>Address of Industrial Establishment</h4> <table border="1"> <tr> <td>6. House No. / Plot No. / Name</td> <td>test</td> <td>7. Street / Locality / Mohalla</td> <td>test</td> </tr> <tr> <td>8. Village / Town / City</td> <td>test</td> <td>9. District</td> <td>Jaipur</td> </tr> </table> <h4>ANNEXURE B</h4> <table border="1"> <tr> <td>10. Total no. of employees</td> <td>1</td> <td>11. No. of permanent workmen</td> <td>1</td> </tr> <tr> <td>12. No. of temporary workmen</td> <td>1</td> <td>13. No. of Badlies or Substitutes</td> <td>1</td> </tr> <tr> <td>14. No. of probationers</td> <td>1</td> <td>15. No. of apprentices</td> <td>1</td> </tr> <tr> <td>16. No. of trade union(s) if any, to which workmen belong</td> <td colspan="3">0</td> </tr> </table> <h4>Attach Document</h4> <table border="1"> <tr> <td>17. Attach authority letter</td> <td>View Authority Letter</td> </tr> <tr> <td>18. Attach copy of draft standing orders</td> <td>View Copy of Draft Standing Orders</td> </tr> <tr> <td>19. Attach copy of application</td> <td>View Copy of Application</td> </tr> <tr> <td>20. Attach copy of receipt of standing order given to trade union</td> <td>View Copy of Receipt of Standing Order Given to Trade Union</td> </tr> </table> <p>21. Mark To <input type="text" value="-- Select Officer --"/></p> <p style="text-align: center;">Issue Notice</p> <h4>Audit Trail</h4> <table border="1"> <thead> <tr> <th>User Name</th> <th>Action</th> <th>Detail</th> <th>Date & Time (Day)</th> </tr> </thead> <tbody> <tr> <td>Sunil Sharma(LDC/UDC)</td> <td>Mark to Authority</td> <td>Megha(Joint Labour Commissioner)</td> <td>2014-03-18 18:07:10 (0 day)</td> </tr> </tbody> </table> <p style="font-size: small; text-align: center;">Copyright © 2013 All rights reserved. Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 Mozilla Firefox 3.5 version</p>	6. House No. / Plot No. / Name	test	7. Street / Locality / Mohalla	test	8. Village / Town / City	test	9. District	Jaipur	10. Total no. of employees	1	11. No. of permanent workmen	1	12. No. of temporary workmen	1	13. No. of Badlies or Substitutes	1	14. No. of probationers	1	15. No. of apprentices	1	16. No. of trade union(s) if any, to which workmen belong	0			17. Attach authority letter	View Authority Letter	18. Attach copy of draft standing orders	View Copy of Draft Standing Orders	19. Attach copy of application	View Copy of Application	20. Attach copy of receipt of standing order given to trade union	View Copy of Receipt of Standing Order Given to Trade Union	User Name	Action	Detail	Date & Time (Day)	Sunil Sharma(LDC/UDC)	Mark to Authority	Megha(Joint Labour Commissioner)	2014-03-18 18:07:10 (0 day)
6. House No. / Plot No. / Name	test	7. Street / Locality / Mohalla	test																																						
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10. Total no. of employees	1	11. No. of permanent workmen	1																																						
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User Name	Action	Detail	Date & Time (Day)																																						
Sunil Sharma(LDC/UDC)	Mark to Authority	Megha(Joint Labour Commissioner)	2014-03-18 18:07:10 (0 day)																																						

3. Application Redirection

The information which was filled by the user shows up and admin clicks on the "ISSUE NOTICE" after selecting the officer to whom the form is to be forwarded.

फॉर्म के अंत में " Mark To " का विकल्प है. जिस भी अधिकारी को ये फॉर्म भेजना है, उसके नाम का चयन ड्रॉप डाउन बॉक्स से कर लें. चयन करने के बाद, Issue Notice बटन पर क्लिक करें

<input type="checkbox"/> Registration / Amendment / Renewal	Standing Order
<input type="checkbox"/> Inspection Note	Standing Order / Notice To District Office For Election of Workers
<input type="checkbox"/> Complaint Application	राजस्थान सरकार श्रम विभाग
<input type="checkbox"/> Claim Under Quasi Judicial	क्रमांक :- RJ/16/961208 श्रम/एस. ओ./ वि०/ 2013 जयपुर, दिनांक 19/03/2014
<input type="checkbox"/> Industrial Dispute	श्रेष्ठि :- Vinod(Inspector)
<input type="checkbox"/> Standing Order Application	विषय :- औद्योगिक नियोजन स्थाई आदेश अधिनियम , 1946 के अन्तर्गत स्थाई आदेश प्रमाणिकरण बाबत।
<input type="checkbox"/> BoCW Cess/Project Details	उपरोक्त विषयान्तर्गत लेख है कि test ने औद्योगिक नियोजन स्थाई आदेश अधिनियम , 1946 कि धारा के अन्तर्गत अपने संस्थान के लिये स्थाई आदेश प्रमाणिकरण हेतु प्रारूप कि जांच प्रतियां प्रस्तुत की है तथा यह इंगित किया जाता है कि उनके में कोई पंजिकृत श्रमिक यूनियन नहीं है।
<input type="checkbox"/> Beneficiary Application	अतः.आपसे निवेदन है कि उक्त संस्थान मे नियोजित श्रमिकों के घुनाव राजस्थान औद्योगिक नियोजन स्थाई आदेश नियम, 1963 के नियम -10 बी. के अन्तर्गत करवाकर तीन घयनित श्रमिक प्रतिनिधियों के नाम इस कार्यालय को सात दिवस मे भिजवाने का श्रम करे, ताकि उनको नियोजक द्वारा प्रस्तुत प्रारूप कि एक प्रति एतराज/सुझाव प्रस्तुत करने हेतु भेजी जा सके।
<input type="checkbox"/> Return Filed Application	भवदीय, Megha Verma प्रमाणितकर्ता अधिकारी एवं संयुक्त श्रम आयुक्त विधि राजस्थान, जयपुर
<input type="checkbox"/> Reports	क्रमांक :- RJ/16/961208 श्रम/एस. ओ./ वि०/ 2013 जयपुर, दिनांक 19/03/2014
	प्रतिलिपि प्रबन्ध निदेशक, मैनेजर test को सूचना थे।
	Megha Verma प्रमाणितकर्ता अधिकारी एवं
	क्रमांक :- RJ/16/961208 श्रम/एस. ओ./ वि०/ 2013 जयपुर, दिनांक 19/03/2014
	प्रतिलिपि प्रबन्ध निदेशक, मैनेजर test को सूचना थे।
	Megha Verma प्रमाणितकर्ता अधिकारी एवं संयुक्त श्रम आयुक्त विधि राजस्थान, जयपुर
	SUBMIT
	Copyright © 2013 All rights reserved. Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 Mozilla Firefox 3.5 version

To issue a notice click on "Submit" button.

नोटिस जारी करने के लिए Submit के बटन पर क्लिक करें.

On clicking on “Submit” button, the form gets directed to the officer selected from the drop down box.

Submit पर क्लिक करने के बाद, फॉर्म उस अधिकारी को भेज दिया जायेगा जिनका नाम ड्रॉप डाउन में से चयनित किया गया था

4. Application at Authorized Officer (District Office)

Authorized Officer at Labour Department’s district office logs into the system through SSO and reaches the main page of LDMS application.

जिला स्तर के विभागीय उपयोगकर्ता SSO लॉगिन विंडो के द्वारा LDMS में प्रवेश कर मुख्य पृष्ठ पर आते हैं.

Different menu items for different acts or modules are displayed at the left hand side of the screen.

मुख्य पृष्ठ के बाये ओर मेनू प्रदर्शित किया गया है

The screenshot displays the user interface of the LDMS application. At the top, there is a header for the Government of Rajasthan, Department of Labour. Below the header, a navigation bar shows the user's name (Alok Joshi, Inspector) and the current date and time. The left sidebar contains a list of menu items, with 'Standing Order Application' highlighted in red. The main content area shows the 'Registration' section, which currently displays 'No Records Found'.

After navigating to Standing Order, it reveals some more links.

कुछ और उप लिंक स्थायी आदेश पर क्लिक करने पर प्रदर्शित किया जाएगा.

The screenshot shows the Government of Rajasthan Department of Labour portal. The header includes the state emblem and the text 'Government of Rajasthan Department of Labour'. The navigation bar contains links for Home, Edit Profile, Change Password, Welcome, Alok Joshi (Inspector), 08/10/2014 10:37:39 AM, and LOGOUT. The left sidebar lists various application types, with 'Standing Order Application' and its sub-item 'District Application' highlighted by a red box. The main content area is titled 'Registration' and displays 'No Records Found'.

On clicking on “District Application”, all the applications pending with the officer appears on the right hand side.

“जिला आवेदन” पे क्लिक करने पर दाहिने हाथ की ओर सभी लंबित आवेदनों की सूची दिखाई देगी.

The screenshot shows the Government of Rajasthan Department of Labour portal with the 'Standing Order' section active. The header and navigation bar are identical to the previous screenshot. The left sidebar now has 'Standing Order Application' selected. The main content area displays a table of pending applications. A red box highlights the table content.

Application Number	Name of Owner	Name of Establishment	Date of Application
SO/16/812470	Megha Test	test	08-10-2014

Below the table, there are navigation buttons: Previous, Page : 1 of 1, Next.

a. Application Processing

As the authorized officer clicks on any of the of the application number which is a hyperlink. The prefilled information shows up.

आवेदन संख्या हाइपरलिंक होगा. इस पर क्लिक करने पर, भरा हुआ फॉर्म खुल जायेगा.

Attach Document			
17. Attach authority letter		View Authority Letter	
18. Attach copy of draft standing orders		View Copy of Draft Standing Orders	
19. Attach copy of application		View Copy of Application	
20. Attach copy of receipt of standing order given to trade union		View Copy of Receipt of Standing Order Given to Trade Union	
21. Workers Representative Elected?	<input type="radio"/> Yes		
Details of Workers Representative			
A1. Name of Worker Representative	<input type="text"/>	A2. Contact Number of Worker Representative (Only 10 Digits)	<input type="text"/>
A3. Designation of Worker Representative	<input type="text"/>	A4. Address of Worker Representative	<input type="text"/>
B1. Name of Worker Representative	<input type="text"/>	B2. Contact Number of Worker Representative (Only 10 Digits)	<input type="text"/>
B3. Designation of Worker Representative	<input type="text"/>	B4. Address of Worker Representative	<input type="text"/>
C1. Name of Worker Representative	<input type="text"/>	C2. Contact Number of Worker Representative (Only 10 Digits)	<input type="text"/>
C3. Designation of Worker Representative	<input type="text"/>	C4. Address of Worker Representative	<input type="text"/>
22. Attach Copy of Elected Members	<input type="button" value="Choose File"/> No file chosen	23. Mark To	<input type="text" value="-- Select Officer --"/>
<input type="button" value="Submit"/>			
Audit Trail			
User Name	Action	Detail	Date & Time (Day)
Sunil Sharma(LDC/UDC)	Mark to Authority	Megha(Joint Labour Commissioner)	2014-03-18 18:07:10 (0 day)

At the end of the form, there is a check box “Workers Representative Elected” (field no 21). Upon checking the check-box, the grid (“Details of Workers Representative”) becomes mandatory where the authority needs to enter the details of the workers elected. Click on Submit once the details are entered,

फॉर्म के अंत में, एक चेक बॉक्स "श्रमिक प्रतिनिधि निर्वाचित" (क्षेत्र नंबर 21) है. चेक बॉक्स पर क्लिक करने पर, ग्रिड अनिवार्य हो जाता है. अधिकारी को निर्वाचित श्रमिकों का विवरण दर्ज करने की जरूरत है. विवरण दर्ज करने के बाद, Submit पर क्लिक करें



Government of Rajasthan

Department of Labour

Home | Edit Profile | Change Password

Welcome, Alok Joshi (Inspector)

08/10/2014 11:05:51 AM | LOGOUT

- BoCW Cess/Project Details
- BOCW Welfare Board
- Claim Under Quasi Judicial
- Complaint Application
- Industrial Dispute
- Inspection Note
- Message
- Registration / Amendment / Renewal
- Reports
- Return Filed Application
- Standing Order Application

Dear Alok Joshi You have successfully saved your action against below establishment and UAN number

Unique Application Number:	SO/16/812470
Name of Owner :	Megha Test
Name of Establishment:	test
Date of Application :	08/10/2014
Action:	Trade Union Workers Added.

Print

ms.rajasthan.gov.in...

Unique Application Number – This is a system generated unique application number which is given to every user who fills the form.

अद्वितीय आवेदन संख्या- यह एक सिस्टम द्वारा ऊर्जित अद्वितीय आवेदन संख्या है जो की हर आवेदक को दी जाती है

Name of Owner- Name of the Owner of the establishment

मालिक का नाम- स्थापना के मालिक का नाम

Name of Establishment – Name of the establishment

स्थापना का नाम- स्थापना का नाम

Date of Application- Date when the form was filled.

आवेदन तिथि- तारीख जब आवेदन प्रपत्र भरा

Action- The action which was taken by the authority in this case the action was trade union workers were added.

कार्य- अधिकारी द्वारा करा गया कार्य, जैसे यहा व्यापार संगठनकर्मी जोड़े गए

Application moves to the next stage to the authority it has been marked.

एप्लिकेशन अगले चयनित अधिकारी के पास चली जाती है

5. Application at Authorized Officer (HO Jaipur)

Authorized Officer at Labour Department's Head office logs into the system through SSO and reaches the main page of LDMS application.

मुख्य कार्यालय के विभागीय उपयोगकर्ता SSO लॉगिन विंडो के द्वारा LDMS में प्रवेश कर मुख्य प्रष्ठ पर आते हैं.

Different menu items for different acts or modules are displayed at the left hand side of the screen.

मुख्य पृष्ठ के बाये ओर मेनू प्रदर्शित किया गया है

The screenshot shows the web application interface for the Government of Rajasthan, Department of Labour. The header includes the state emblem and the text 'Government of Rajasthan Department of Labour'. Below the header, there is a navigation bar with links for Home, Edit Profile, Change Password, Welcome, Alok Joshi (Inspector), and a date/time stamp (08/10/2014 10:37:39 AM) along with a LOGOUT button. The main content area is titled 'Registration' and displays 'No Records Found'. On the left side, there is a vertical menu with various options: BoCW Cess/Project Details, BOCW Welfare Board, Claim Under Quasi Judicial, Complaint Application, Industrial Dispute, Inspection Note, Message, Registration / Amendment / Renewal, Reports, Return Filed Application, and Standing Order Application. The 'Standing Order Application' option is highlighted with a red rectangular box.

After navigating to Standing Order, it reveals some more links.

कुछ और उप लिंक स्थायी आदेश पर क्लिक करने पर प्रदर्शित किए जाएंगे.

Department of Labour

Home | Edit Profile | Change Password | Welcome, Vishnu Kumar Sharma (Joint Labour Commissioner) | 08/10/2014 2:14:21 PM | LOGOUT

Registration

No Records Found

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Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 | Mozilla Firefox 3.5 version

a. Elected Members processing

On clicking on “Elected Members” all the applications pending with the officer appears on the right hand side.

“निर्वाचित सदस्यों” पे क्लिक करने पर दाहिने हाथ की ओर सभी लंबित आवेदनों की सूची दिखाई देगी.

Government of Rajasthan
Department of Labour

Home | Edit Profile | Change Password | Welcome, Alok Joshi (Inspector) | 08/10/2014 10:51:41 AM | LOGOUT

Standing Order

Standing Order | Standing Order Details

Application Number	Name of Owner	Name of Establishment	Date of Application
SO/16/812470	Megha Test	test	08-10-2014

Previous | Page : 1 of 1 | Next

As the authorized officer clicks on any of the of the application number which is a hyperlink. The prefilled application opens.

आवेदन संख्या हाइपरलिंक होगा. इस पर क्लिक करने पर, भरा हुआ फॉर्म खुल जायेगा.

A1.Name of Worker Representative	<input type="text" value="jkj"/>	A2. Contact Number of Worker Representative (Only 10 Digits)	<input type="text" value="9099090909"/>
A3. Designation of Worker Representative	<input type="text" value="jkj"/>	A4. Address of Worker Representative	<input type="text" value="jkj"/>
B1.Name of Worker Representative	<input type="text" value="k"/>	B2. Contact Number of Worker Representative (Only 10 Digits)	<input type="text" value="9000000000"/>
B3. Designation of Worker Representative	<input type="text" value="jkj"/>	B4. Address of Worker Representative	<input type="text" value="jkj"/>
C1.Name of Worker Representative	<input type="text" value="jjkj"/>	C2. Contact Number of Worker Representative (Only 10 Digits)	<input type="text" value="9000000000"/>
C3.Designation of Worker Representative	<input type="text" value="mm"/>	C4.Address of Worker Representative	<input type="text" value="m,m"/>
22. Attach Copy of Elected Members View Copy of Elected Members			
Issue Notice			
Audit Trail			
User Name	Action	Detail	Date & Time (Day)
Ajmer Citizen(Citizen)	Filled Standing Order Application		2014-10-08 10:17:0 (0 day)
Ajay Singh Chandel(LDC/UDC)	Mark to Authority	Vishnu Kumar Sharma(Joint Labour Commissioner)	2014-10-08 10:20:5 (0 day)
Vishnu Kumar Sharma(Joint Labour Commissioner)	Mark to District Authority	Alok Joshi(Inspector)	2014-10-08 10:36:3 (0 day)
Alok Joshi(Inspector)	Member Elected	Mark to Authority : Vishnu Kumar Sharma(Joint Labour Commissioner)	2014-10-08 11:05:0 (0 day)
<small>Copyright © 2014 All rights reserved. Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 Mozilla Firefox 3.5 version</small>			

As Authority clicks on any of the of the application number which is hyperlink. The prefilled information from the user end shows up in the admin side.

आवेदन संख्या हाइपरलिंक होगा. इस पर क्लिक करने पर, भरा हुआ फॉर्म खुल जायेगा.

<input type="checkbox"/> Claim Under Quasi Judicial	Basic Details of Establishment	
<input type="checkbox"/> Industrial Dispute	1. Name of Owner/Employer	pawan singh choudhary
<input type="checkbox"/> Standing Order Application	2. Name of Industrial Establishment	jkjkd
<input type="checkbox"/> BoCW Cess/Project Details	3. Name of Manager / Authorized Signatory, if any	jkjkd
<input type="checkbox"/> Beneficiary Application	4. Email ID	jkjkd@gmail.com
<input type="checkbox"/> Return Filed Application	5. Mobile No.	+91 9461773308
<input type="checkbox"/> Reports	Address of Industrial Establishment	
	6. House No. / Plot No. / Name	121
	7. Street / Locality / Mohalla	Juyuy
	8. Village / Town / City	Testing
	9. District	Jaipur
	ANNEXURE B	
	10. Total no. of employees	676
	11. No. of permanent workmen	767
	12. No. of temporary workmen	7676
	13. No. of Badlies or Substitutes	767
	14. No. of probationers	767
	15. No. of apprentices	767
	16. No. of trade union(s) if any, to which workmen belong	1
	i. View Excel Sheet View Excel of Trade Union	
	Attach Document	
	17. Attach authority letter	View Authority Letter
	18. Attach copy of draft standing orders	View Copy of Draft Standing Orders
	19. Attach copy of application	View Copy of Application
	20. Attach copy of receipt of standing order given to trade union	View Copy of Receipt of Standing Order Given to Trade Union
	Issue Notice	

The information which was filled by the user in the user end and the information which was filled by the admin in the previous stage show up. At the end of the form is the option of "Issue Notice".

यूजर द्वारा भरा गया विवरण और अधिकारी द्वारा भरे गए उनके टिपण्णी अधिकारी के सामने प्रस्तुत होंगे. फार्म के अंत में " Issue Notice" का विकल्प है.

<input type="checkbox"/> Registration / Amendment / Renewal	Standing Order	
<input type="checkbox"/> Inspection Note	Standing Order / Notice To District Office For Election of Workers	
<input type="checkbox"/> Complaint Application	राजस्थान सरकार श्रम विभाग	
<input type="checkbox"/> Claim Under Quasi Judicial	क्रमांक :-	RJ/SO/16/824657 श्रम/एस. ओ./ वि0/ 2013
<input type="checkbox"/> Industrial Dispute	जयपुर, दिनांक	20/03/2014
<input type="checkbox"/> Standing Order Application	श्रेणिति :-	Megha Verma
<input type="checkbox"/> BoCW Cess/Project Details	विषय :-	औधोगिक नियोजन स्थाई आदेश अधिनियम , 1946 के अन्तर्गत स्थाई आदेश प्रमाणिकरण बाबत।
<input type="checkbox"/> Beneficiary Application		उपरोक्त विषयान्तर्गत लेख है कि pawan singh choudhary ने औधोगिक नियोजन स्थाई आदेश अधिनियम , 1946 कि धारा के अन्तर्गत अपने संस्थान के लिये स्थाई आदेश प्रमाणिकरण हेतु प्रारूप कि जांच प्रतियां प्रस्तुत की है तथा यह इंगित किया जाता है कि उनके में कोई पंजिकृत श्रमिक यूनियन नहीं है।
<input type="checkbox"/> Return Filed Application		अतः आपसे निवेदन है कि उक्त संस्थान मे नियोजित श्रमिकों के घुनाव राजस्थान औधोगिक नियोजन स्थाई आदेश नियम, 1963 के नियम -10 बी. के अन्तर्गत कवाकर तीन घयनित श्रमिक प्रतिनिधियों के नाम इस कार्यालय को सात दिवस मे भिजवाने का श्रम करे, ताकि उनको नियोजक द्वारा प्रस्तुत प्रारूप कि एक प्रति एतराज/सुझाव प्रस्तुत करने हेतु भेजी जा सके।
<input type="checkbox"/> Reports		भवदीय, Megha Verma प्रमाणितकर्ता अधिकारी एवं संयुक्त श्रम आयुक्त विधि
	घयनित सदस्यों का नाम और पद	
	(1), (2), (3).	राजस्थान, जयपुर
	क्रमांक :-	RJ/SO/16/824657 श्रम/एस. ओ./ वि0/ 2013
	जयपुर, दिनांक	20/03/2014

क्रमांक :-	RJ/SO/16/824657	श्रम/एस. ओ./ वि०/ 2013	जयपुर, दिनांक	20/03/2014
प्रतिनिधि प्रबन्ध निदेशक, मैनेजर jkj को सूचना थे।			Megha Verma प्रमाणितकर्ता अधिकारी एवं संयुक्त श्रम आयुक्त विधि राजस्थान, जयपुर	
SUBMIT				
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Click on Submit and the form moves to the next level – “**Standing Order-Pending Application**”

Submit करने पर फॉर्म अगले चरण में चला जायेगा.

<ul style="list-style-type: none"> Inspection Note Message Registration / Amendment / Renewal Reports Return Filed Application Standing Order Application Fresh Application Elected Members Pending Application Due for hearing/Translation 	<p>श्रेष्ठिति :- Vishnu Kumar Sharma</p> <p>विषय :- औद्योगिक नियोजन स्थाई आदेश अधिनियम, 1946 के अन्तर्गत स्थाई आदेश प्रमाणिकरण बाबत।</p> <p>उपरोक्त विषयान्तर्गत लेख है कि Megha Test ने औद्योगिक नियोजन स्थाई आदेश अधिनियम, 1946 कि धारा के अन्तर्गत अपने संस्थान के लिये स्थाई आदेश प्रमाणिकरण हेतु प्रारूप कि जांच प्रतियां प्रस्तुत की है तथा यह इंगित किया जाता है कि उनके में कोई पंजिकृत श्रमिक यूनियन नहीं है।</p> <p>अतः आपसे निवेदन है कि उक्त संस्थान में नियोजित श्रमिकों के चुनाव राजस्थान औद्योगिक नियोजन स्थाई आदेश नियम, 1963 के नियम -10 बी. के अन्तर्गत करवाकर तीन घयमित श्रमिक प्रतिनिधियों के नाम इस कार्यालय को सात दिवस में भिजवाने का श्रम करे, ताकि उनको नियोजक द्वारा प्रस्तुत प्रारूप कि एक प्रति एतराज/सुझाव प्रस्तुत करने हेतु भेजी जा सके।</p> <p style="text-align: right;">भवदीय, Vishnu Kumar Sharma प्रमाणितकर्ता अधिकारी एवं संयुक्त श्रम आयुक्त विधि राजस्थान, जयपुर</p> <p>घयमित सदस्यों का नाम और पद (1) jkj (2) k,jk (3) jkj,m,m,</p> <p>क्रमांक :- RJ/SO/16/812470 श्रम/एस. ओ./ वि०/ 2013 जयपुर, दिनांक 08/10/2014</p> <p>प्रतिनिधि प्रबन्ध निदेशक, मैनेजर test को सूचना थे।</p> <p style="text-align: right;">Vishnu Kumar Sharma प्रमाणितकर्ता अधिकारी एवं</p>
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b. Standing Order-Pending Application processing



Government of Rajasthan

Department of Labour

Home | Edit Profile | Change Password

Welcome, Vishnu Kumar Sharma (Joint Labour Commissioner)

08/10/2014 3:25:32 PM | LOGOUT

- BoCW Cess/Project Details
- BOCW Welfare Board
- Claim Under Quasi Judicial
- Complaint Application
- Industrial Dispute
- Inspection Note
- Message
- Registration / Amendment / Renewal
- Reports
- Return Filed Application
- Standing Order Application

Standing Order

[Standing Order](#) / [Due For Hearing / Translation List](#)

Standing Order

Application Number	Name of Owner	Name of Establishment	Date of Application	Date of issuing notice
SO/16/812470	Megha Test	test	08-10-2014	08-10-2014

Previous

Page : 1 of 1

Next

As the authorized officer clicks on any of the of the application number which is a hyperlink. The prefilled information from the user end shows up in the admin side.

आवेदन संख्या हाइपरलिंक होगा. इस पर क्लिक करने पर, भरा हुआ फॉर्म खुल जायेगा.



Government of Rajasthan

Department of Labour

Home | Edit Profile | Change Password | Welcome, Vishnu Kumar Sharma (Joint Labour Commissioner) | 08/10/2014 3:26:08 PM | LOGOUT

BoCW Cess/Project Details	Standing Order
BOCW Welfare Board	Standing Order / Employer Applications
Claim Under Quasi Judicial	(Fields marked in (*) are mandatory)
Complaint Application	Basic Details
Industrial Dispute	1. Application Number <input type="text" value="SO/16/812470"/>
Inspection Note	Response Received from Trade Union / Workers Representative
Message	1. Trade Union 1/Workers Representative 1 <input checked="" type="radio"/> Objection <input type="radio"/> No Objection <input type="radio"/> Translation
Registration / Amendment / Renewal	Hearing date <input type="text" value="15/10/2014"/>
Reports	2. Trade Union 2/ Workers Representative 2 <input type="radio"/> Objection <input checked="" type="radio"/> No Objection <input type="radio"/> Translation
Return Filed Application	3. Trade Union 3/ Workers Representative 3 <input type="radio"/> Objection <input type="radio"/> No Objection <input checked="" type="radio"/> Translation
Standing Order Application	Timeline to submit translated copy <input type="text" value="23/10/2014"/>
	<input type="button" value="Submit"/> <input type="button" value="Back"/>

In the above shown screen, mention the trade union/workers representative response. Select the response and click on Submit.

ऊपर दिखाए स्क्रीन में, ट्रेड यूनियन / कर्मचारियों प्रतिनिधि प्रतिक्रिया का उल्लेख करें. प्रतिक्रिया चुने और सबमिट करें पर क्लिक करें.

The application moves to “Due for Hearing/Translation”.

एप्लिकेशन “सुनवाई के लिए तैयार/ अनुवाद” के लिए चली जाती है

c. Standing Order-Due for Hearing/Translation processing

The screenshot shows the Department of Labour web portal. The header includes the Department of Labour logo and the text "Department of Labour". Below the header, there are navigation links: Home, Edit Profile, Change Password, Welcome, Vishnu Kumar Sharma (Joint Labour Commissioner), 08/10/2014 3:27:45 PM, and LOGOUT. The main content area is titled "Standing Order" and contains a table with the following data:

Application Number	Name of Owner	Name of Establishment	Date of Application	Last day for translation	Hearing Date
SO/16/812470	Megha Test	test	08-10-2014		15-10-2014

Below the table, there are navigation buttons: Previous, Page : 1 of 1, Next. The footer contains the text: Copyright © 2014 All rights reserved. Best Viewed with 1024 x 768 pixels. This website is best viewed in Internet Explorer Version 8 | Mozilla Firefox 3.5 version.

As authority clicks on any of the of the application number which is hyperlink. The below form shows up

आवेदन संख्या हाइपरलिंक होगा. इस पर क्लिक करने पर, भरा हुआ फॉर्म खुल जायेगा

LABOUR DEPARTMENT MANAGEMENT SYSTEM		Settings		manoj poonia				
<input type="checkbox"/> Admin	1	Standing Order				15 Complaint	27 Inspection	53 Follow UP
<input type="checkbox"/> Reports	1	Standing Order / Due For Hearing/Translation						
<input type="checkbox"/> BOCW Cess Workers	6	Form I						
<input type="checkbox"/> Renewal	5	Basic Details Of Trade Union/ Workers Representative						
<input type="checkbox"/> Amendment	10	1. Application Number	<input type="text" value="17/576491"/>	2. Issue Certifying Order	<input checked="" type="radio"/> Yes <input type="radio"/> No			
<input type="checkbox"/> Standing Order	6	3. Attach certifying order	<input type="text" value="Browse..."/>					
<input type="checkbox"/> Industrial Dispute	5	<input type="button" value="SUBMIT"/>						
<input type="checkbox"/> Prosecution Sanction	2							
<input type="checkbox"/> Quasi Judicial	1							
<input type="checkbox"/> Return Filing	1							
<input type="checkbox"/> Inspection	4							
<input type="checkbox"/> Registration	10							
<input type="checkbox"/> Department	2							

Description of fields/ क्षेत्रों का विवरण :

2. Issue Certifying Order

Officer selects “Yes “or “No” accordingly.

2 प्रमाणित आदेश जारी

अधिकारी “हाँ” या “नहीं” चुन सकता है

3. Attach Certifying Order

This field has a file up loader form where officer can up load any file.

As authority clicks on “Submit”

3 प्रमाणित आदेश संलग्न करें

इस क्षेत्र में अधिकारी दस्तावेज़ को संलग्न कर सकता है



Government of Rajasthan

Department of Labour

Home | Edit Profile | Change Password

Welcome, Vishnu Kumar Sharma (Joint Labour Commissioner)

08/10/2014 3:29:28 PM LOGOUT

- BoCW Cess/Project Details
- BoCW Welfare Board
- Claim Under Quasi Judicial
- Complaint Application
- Industrial Dispute
- Inspection Note
- Message
- Registration / Amendment / Renewal
- Reports
- Return Filed Application
- Standing Order Application

Dear Vishnu Kumar Sharma You have successfully saved your action against below establishment and UAN number

Unique Application Number:	SO/16/812470
Name of Owner :	Megha Test
Name of Establishment:	test
Date of Application :	08/10/2014
Action:	The application has been closed by Certifying Officer.

Print

Acknowledgement message shows up

अभिस्वीकृति संदेश दिखाया जाता है

END OF PROCESS/प्रक्रिया अंत

USER MANUAL END/उपयोगकर्ता पुस्तिका समाप्त