



Government of West Bengal  
**Labour Department**

New Secretarial Buildings (12th Floor), 'A'-Block, 1, K.S. Roy Road, Kolkata - 700 001

No. Labr./1699/Estt.

Date: 01.12.2020

IR/3C-04/2015

**NOTIFICATION**

**Sub: Digital Maintenance of Records and Registers in Online Platform under various Labour Laws**

WHEREAS, a number of registers and records are required to be maintained under various labour laws administered by Government of West Bengal;

AND WHEREAS, these Records and Registers are required to be submitted/produced from time to time by the Business Entities to the authorities physically and/or digitally under various labour laws;

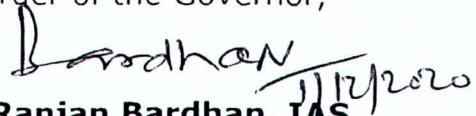
AND WHEREAS, it is recommended in State Business Reform Action Plan, 2021 to ensure provision of maintaining online / digital registers and records under all labour laws applicable in the state;

AND WHEREAS, as per Section 4 of the Information Technology Act, 2000 maintenance of such records and registers shall be deemed to have been satisfied if such information or matter is rendered or made available in electronic form and accessible so as to be usable for a subsequent reference which are required to be maintained in writing or in the typewritten or printed form under the provisions of extant laws;

Now, THEREFORE, the Governor in accordance with section 4 read with section 81 of the Information Technology Act, 2000, is pleased to allow maintenance of all statutory registers and records required under various labour laws to be stored online and/or in Digital Platform. The registers and records so maintained shall be subject to scrutiny and inspection by authorities as and when required under the relevant Acts and Rules. This would bring in convenience and ease in doing business in the State.

This notification will take immediate effect.

By order of the Governor,

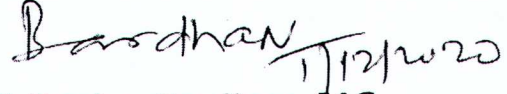


**Ajit Ranjan Bardhan, IAS**

Additional Chief Secretary to the  
Government of West Bengal

ORDERED THAT

This Notification be published in The Kolkata Gazette Extraordinary.



**Ajit Ranjan Bardhan, IAS**  
Additional Chief Secretary to the  
Government of West Bengal

No: Labr./1699/1(1)/Estt.

Date:01.12.2020

Copy of the Notification forwarded to the Managing Director, Saraswati Press Limited, 32, APC Road, Kolkata-700009, with the request to publish this Notification in the Kolkata Gazette Extraordinary and send 50(Fifty) copies of the same to this Department for official use.



Deputy Secretary  
to the Government of West Bengal

No: Labr./1699/2(3)/Estt.

Date:01.12.2020

Copy forwarded for information and necessary action to: -

1. The Principal Secretary, Micro Small & Medium Enterprise & Textile Department and Large Industries & Enterprises.
2. The Secretary, Personnel & Administrative Reforms & e-Governance Department.
3. The Managing Director, West Bengal Industrial Development Corporation.



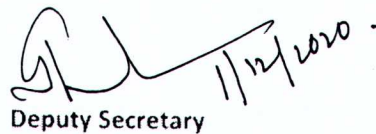
Deputy Secretary  
to the Government of West Bengal

No: Labr./1699/3(4)/Estt.

Date:01.12.2020

Copy forwarded for information and necessary action to: -

1. The Labour Commissioner, West Bengal, New Secretariat Buildings, 1, K.s Roy Road, Kolkata - 700001.
2. The Chief Inspector of Factories, New Secretariat Buildings, 1, K.S Roy Road, Kolkata - 700001.
3. The Director of Boilers, New Secretariat Buildings, 1, K.S Roy Road, Kolkata - 700001.
4. The Welfare Commissioner, West Bengal Labour Welfare Board, P-3, CIT Scheme VII-M, Kankurgachi, Kolkata- 54.



Deputy Secretary  
to the Government of West Bengal