




Government of Jammu and Kashmir  
Office of the Labour Commissioner,  
Shram Bhawan-Railway Road, Jammu-180004(Winter: Nov-April)  
Near General Bus Stand, Batamaloo Srinagar-190009 (Summer: May-Oct)

**Subject: - Jammu & Kashmir Inspection Manual for Compliance of Labour Laws.**  
**Reference: - Govt. Order No. 69-L&E of 2017 dated: 17-11-2017.**

**CIRCULAR**

The Jammu & Kashmir Inspection Manual for Compliance of Labour Laws has been issued vide Govt. Order No. 69-L&E of 2017 dated: 17-11-2017 with the main purpose to simplify the business regulations and to protect the rights of the workers in relation to their safety, health and welfare and also conditions of employment. All the concerned officers / officials who have been nominated as inspector under different labour acts vide different SROs shall ensure that no violation of any sort of labour laws goes un-noticed in their area of jurisdiction while following the scheme in letter and spirit. The inspector concerned shall take suo-moto cognizance of any such violation as described below in his / her jurisdiction and proceed further in the matter as provided in the act under an intimation to the prescribed higher authority / concerned Assistant Labour Commissioner within 48 hours.

1. Non-registration of the establishment / shops / factories under various labour laws.
2. Non-renewal of licences within specified period under various labour laws.
3. Non-submission of returns under different labour laws within stipulated period of time.
4. Non-compliance of working hours of the establishment.
5. Non-observance of national festival holiday.
6. Non-maintenance of records under different labour laws.
7. In case of any unforeseen exigency.
8. Report of employment of children in the establishment.
9. In case of specific complaints (written / oral).

  
20/12/2017

**(Dr. Abdul Rashid) KAS**  
Labour Commissioner, J&K  
Jammu.

No: LC/Enf/2017/586-610

dated:20-12-2017

Copy to the:

1. Commissioner/Secretary to Government Labour & Employment Department for information.
2. Deputy Labour Commissioner Jammu/Kashmir.
3. All Assistant Labour Commissioners of State.
4. Incharge website.
5. Concerned office file.