

## Amendment of license under Contract Labour Act, 1970

### Checklist for Amendment of license under Contract Labour Act

| S. N. | Document Code | Document Type   | Is Document Type Mandatory | Issued By   | Document Name   | Is Document Mandatory | Comment | Check points   |
|-------|---------------|---|----------------------------|---|---|-----------------------|---------|--|
| 1     | UK-DCL-9      | Company Incorporation Document<br>Disclosure Document<br>Financial Document<br>Proof of Ownership | Yes                        | MoA / AoA / MoU                                   | Copy of Memorandum of Association (changes)           | Yes                   |         | Name of company same as applied  |
| 2     | UK-DCL-30     | Miscellaneous Document  | Yes                        | Directorate of Treasuries, Pension & Entitlements | Treasury Challan                                      | Yes                   |         | Whether payment made in right head, challan is of current financial year and the amount is as per prescribed fee |
| 3     | UK-DCL-36     | Miscellaneous Document  | Yes                        | Self  | List of workers                                       | Yes                   |         |  |
| 4     | UK-DCL-282    | State Government>Returns  | Yes                        | Self  | Wage Register i.e Form XII under Payment of Wages Act | Yes                   |         | Whether Form XII filled completely and correctly   |

Checklist for transfer under Contract Labour Act (To be treated as amendment)

| S. N. | Document Code | Document Type                         | Is Document Type Mandatory | Issued By | Document Name              | Is Document Mandatory | Comment  | Check points   |
|-------|---------------|---------------------------------------|----------------------------|-----------|----------------------------|-----------------------|--|--|
| 1     | UK-DCL-34     | Affidavit - Without Prescribed format | Yes                        | Self      | Affidavit for transfer     | Yes                   | (in case transfer is in blood relation else needs to file as New Applicant ) | Whether affidavit matches the subject for which it is being attached |
| 2     | UK-DCL-344    | Miscellaneous Document                | Yes                        | Self      | Other relevant information | Yes                   | (Death certificate, in case of death)  | Whether Death certificate of correct (expired) person uploaded       |