

# Central Inspection System (CIS) Mandate

## Department of Labour, Haryana

Haryana Government  
Labour Department  
Office Order

Dated: 23, January, 2019

No.: - 11/56/2017-4 Lab In pursuance to the notification no. Endst. No. 11/56/2017-4 Lab dated 11<sup>th</sup> October 2017, as you are aware that the Haryana Government has developed the Central Inspections Systems in compliance of actions points of Business Reform Action Plan/ Ease of Doing Business as published by the Department of Industrial Promotion and Policy, Ministry of Commerce, Government of India and therefore inspections under all the Labour Laws shall be conducted in synchronization with other concerned departments as per mandate of the Central Inspections Systems.

It is hereby directed that henceforth, the compliance based statutory inspections, surprise inspections, complaint based inspections under various Labour Laws by the officers/officials of the Labour Department, Haryana shall be conducted through the Central Inspections System in the manner and procedure explained therein. This is presently hosted at [www.cisharyana.in](http://www.cisharyana.in).

Therefore, all the business establishments coverable for inspections under various Labour Laws and the officers and officials of the Labour Department, Haryana shall adopt this Central Inspection System with immediate effect with specific reference to the following:-

1. That the final inspection report shall be uploaded on the website of the Central Inspection System/ Labour Department within 24 hours of the inspection conducted as per mandate of the Transparent Inspection Policy.
2. That all the inspections under various Labour laws except inspection based on the complaints or surprise inspection shall be conducted as per already defined check lists as published on department website [www.hrylabour.gov.in](http://www.hrylabour.gov.in) and Central Inspection System website [www.cisharyana.in](http://www.cisharyana.in).
3. That surprise inspection or complaint based inspections shall be conducted only with specific permission from the Head of the Department i.e. Labour Commissioner cum Chief Inspector of Factories, Haryana, Chandigarh.

PRC

DR. MAHAVIR SINGH  
Principal Secretary to Government of Haryana,  
Labour Department, Haryana

Contd.....

Endst. No. 11/56/2017-4Lab

Dated, Chandigarh, the 23.01.2019

A copy is forwarded to the following for information & necessary action:

1. Addl. Labour Commissioner, NCR, Gurugram.
2. Addl. Director, (IS &H), Haryana, Chandigarh.
3. All Joint Directors, (IS &H), Haryana (through Labour Commissioner).
4. All Deputy Directors, (IS & H) in the State (through Labour Commissioner).

*Bhat Bhushan 23-1-19*

Superintendent,

for Principal Secretary to Government of Haryana,  
Labour Department, Haryana

Endst. No. 11/56/2017-4Lab

Dated, Chandigarh, the 23 .01.2019

A copy is published on the Labour Department, Haryana, Chandigarh website [www.hrylabour.gov.in](http://www.hrylabour.gov.in) and [www.cisharyana.in](http://www.cisharyana.in) for information and necessary action by all concerned.

*Bhat Bhushan 23-1-19*

Superintendent,

for Principal Secretary to Government of Haryana,  
Labour Department, Haryana

**Transparent Inspection Policy Notification and link:**

<https://hrylabour.gov.in/staticdocs/labourpolicies/Final-Transparent%20Inspection%20Policy-2017.pdf>

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| <b>HARYANA GOVERNMENT<br/>LABOUR DEPARTMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>NOTIFICATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Dated: 5 <sup>th</sup> July 2017                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| No.:- 6/50/2017-1Lab                                                                                                                                                                                                                                                                                                                                                                                                                            | It is hereby ordered to mandate that henceforth the statutory inspections of the factories, shops and commercial establishments under various labour laws in the State shall be carried out on the guidelines provided in the Transparent Inspection Policy (Annexure) in which selection of units to be inspected will be based on specific risk based criteria, norms and methodology specified therein. The employers/occupiers shall submit Self Certification / Third party Certification to seek exemption under this Transparent Inspection Policy. |
| Dated: 29.06.2017                                                                                                                                                                                                                                                                                                                                                                                                                               | (Vijai Vardhan)<br>Additional Chief Secretary to Govt. of Haryana,<br>Labour Department.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Endst. No. 6/50/2017-1Lab                                                                                                                                                                                                                                                                                                                                                                                                                       | Dated:- 5.06.2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| A copy is forwarded to the following for information and necessary action:-                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <ol style="list-style-type: none"><li>1) Labour Commissioner, Haryana, Chandigarh.</li><li>2) Additional Labour Commissioner (NCR), Gurugram.</li><li>3) Additional Labour Commissioner, Haryana, Chandigarh.</li><li>4) Additional Director (IS&amp;H), Haryana, Chandigarh.</li><li>5) Joint Secretary, HBOCWW Board.</li><li>6) Joint Director, IS&amp;H, NCR – Gurugram.</li><li>7) All Deputy Directors (IS&amp;H) in the State.</li></ol> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

## Inspection Criteria

### 4. Inspection Criteria:

The inspections shall be conducted by the individual officer or a team of maximum three officers of the department. The Inspecting Officer/ team of inspecting officers shall be selected by the computerized system preferably in the following manner but shall be finalized by the Chief Inspector of Factories, Haryana, keeping in view the number of unit in particular slab in the particular area of jurisdiction:-

| Sr. No | No. of workers employed                                           | Inspecting officers                                              |
|--------|-------------------------------------------------------------------|------------------------------------------------------------------|
| 1      | Non Hazardous Units employing up to 50workers                     | Exempted (As per Para-1)                                         |
| 2      | Up to 250 (except Non Hazardous Units employing up to 50 workers) | Assistant Director (IS&H) or Assistant Director (IS&H), Chemical |
| 3      | 251 to 1000                                                       | Deputy Director (IS&H)                                           |
| 4      | Above 1000                                                        | Joint Director (IS&H)                                            |

#### Note:

- (i) *The Chief Inspector of Factories-cum-Labour Commissioner may change the inspecting Officer/Officers at any point of time.*
- (ii) *Inspecting Officer shall ensure that he will not inspect the same factory/establishment under all labour laws twice consecutively even if he has been appointed as a member of the inspecting team by mistake.*
- (iii) *If Assistant Director(IS&H) found any unregistered factory in his respective jurisdiction, he will register the same under the Factories Act, 1948 and upload registration report at the Departmental Website [www.hrylabour.gov.in](http://www.hrylabour.gov.in) within 24 hours.*
- (iv) *The Chief Inspector of Factories on receipt of information about any un-registered / un-covered factory or any complaint of violations of the provisions made under the Factories Act, 1948 and Rules framed there-under, may direct any officer or a team of officers of the Labour Department to inspect such factory.*