

Process flow for filing of online application for welfare scheme

Overview

This section deals with information to provide online services under the Punjab Labour Welfare Fund Act, 1965 to all the employees/workers employed in Industrial and Commercial Establishments of Haryana State and guidance is available to these workers for taking benefits of welfare schemes run by Haryana Labour Welfare Board.

Basic Instructions & Features

To utilize the online services please follow these basic steps (wherever asked):

- **Login Id and password creation:** On the web-portal www.hrylabour.gov.in, Labour Welfare Board user(employee/worker) has to enter his Aadhaar number and one time password detail will be sent to user on registered mobile number to create his / her login Id (Please remember your user name and E_mail Id).
- **Enter relevant information (as required):** During registration the user has to create a profile which is their Basic Information form. This form contains all the basic information of the employee/worker and his family members detail and required documents are uploaded like wages slip etc.
- **Document Submission (as required):** Make sure that the documents are submitted in the prescribed format and size.
- **Submission of application for processing.**
- **Application Tracking:** User can track the status of his application online and relevant updates will be sent to him on his registered mobile number / email id.

Steps for use:

- Establishment (Factory/Shop) should have registered on the website www.hrylabour.gov.in portal
- Employees Aadhar Number/mobile number is essential to be provided in database by the employer and contribution is essential to be paid of employees employed by him.
- When the user visits the website www.hrylabour.gov.in, he has to enter his aadhaar number and thereafter OTP (One time password) will be generated automatically on the registered mobile number and user can enter his application by using the OTP.
- In case he is already registered within the Website Portal by using User name / email id and can click to "log-in"
- User has to fill the family details and can mention the nominee also. Aadhaar number of family members is mandatory to fill in the form.
- Registered user can view the details of his past experience of working.
- User can apply online for welfare scheme.
- After verification is done by Haryana Labour Welfare Board worker then will be able to apply for welfare schemes for which he is eligible.
- User can check details of his contribution / unpaid accumulations.
- The user can track his application in real time. In case of any objection is there then the user will be able to add additional documents required for.

I acknowledge that I have fully read and understood the above guidelines of online services.