

How to file view/upload compliance reports on the Shram Suvidha Portal?

Ans:

First thing first, the user should have the following data of establishment for view/upload compliance reports.

- Shram Suvidha Portal login account.
- LIN of establishment
- LIN linked with user account.

The user must meet the above conditions after that should follow the below steps for view/upload compliance reports.

Step 1:

First step is the user should have login account on Shram Suvidha Portal if not, then create account through sign up process..

Sign up

The screenshot shows the Shram Suvidha Sign Up Form for Establishment Representative/Owner. The form is titled "Shram Suvidha Sign Up Form for Establishment Representative/Owner" and is part of the Shram Suvidha portal, which is described as a "One-Stop-Shop for Labour Law Compliance". The form includes the following fields:

- First Name*
- Middle Name
- Last Name*
- Email Id*
- Mobile*
- Verification Code*

A red box labeled "Sign up" with arrows points to each of these fields. The Verification Code field contains the handwritten code "729735". Below the fields are two buttons: "Signup" and "Reset".

Sign up process:

Step: A

- Enter name.....
- Email ID.....
- Mobile number.....
- Enter captcha.....
- click to sign up

Step: B

You will receive confirmation email on your registered email -> click to verify it

Step: C

New window will open for entering OTP & captcha code.

Step: D

Enter OTP which is received on email/mobile number.

Step: E

New window will open to create unique user ID and password for the log-in.

After sign up the user goes for login in the Shram Suvidha Portal [Click here](#)


The screenshot shows the homepage of the Shram Suvidha portal. At the top, there's a navigation bar with links like 'Contract Labour (R...', 'LABOUR LAWS', 'Employment & Lab...', 'Request for add/up...', 'whois', 'SSC CGL Tier 2 Prev...', 'Online Web Tutor...', '11 Extremely Helpfu...', and 'Other bookmarks'. Below this, the header includes the Government of India logo and the Ministry of Labour & Employment name in Hindi and English. The main heading is 'Shram Suvidha (One-Stop-Shop for Labour Law Compliance)'. A secondary navigation bar lists various services: 'Applicable Acts', 'LIN', 'Registration & License', 'DGMS/CLC(C) Return', 'StartUp Scheme', 'List Of StartUp', 'Online Register', 'State Integration', 'How To?', 'DGLW Services', and 'Whats New'. A large banner promotes the 'National Single Window System' with the text 'Visit the National Single Window System To access approvals of 32 Central Departments / Ministries and 16 States / UTs with SINGLE USER ID'. It also features the Ashoka Lion Capital logo and the motto 'सत्यमेव जयते'. A green button at the bottom of the banner says 'www.nsws.gov.in'. On the right side, a red box highlights the 'Login Page' section, which contains fields for 'User Id', 'Password', and 'Verification code', along with 'Submit' and 'Reset' buttons. Below the login form are links for 'Create A Shram Suvidha Account' and 'Forgot Password/Forgot User Id'. At the very bottom, two boxes show generated identifiers: 'LIN Generated 3646912' and 'Submitted Inspection Report 689543'.

You enter here your login credentials

- **User ID**
- **Password**
- **Verification code**
- **Click **Submit** button for login**

Step 3:



After login your home page as below image.



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LABOUR & EMPLOYMENT

Shram Suvidha

(One-Stop-Shop for Labour Law Compliance)



Welcome Abdul Sadiq Khan (khan.as@gov.in). You have logged in as Establishment Representative .
22/06/2022-15:54:53

[Home](#) [User Profile](#) [Change Password](#) [Log Out](#)

Establishments

Verify Data

Your Inspection

Link Establishment

De-Link Establishment

Duplicate LIN Removal Request Form

Duplicate LIN Removal Request List

Download

Know Your LIN

Download Document

Shram Suvidha Portal

Abdul Sadiq Khan , Welcome Abdul Sadiq Khan , To Shram Suvidha Portal

[Register as a Start-Up](#)

Is any of your establishment a Start-Up? [HELP](#)

You can add establishment to link with your profile. you can link as many as establishment as you represent the linking of establishment will be verified by the respective labour enforcement agency (e.g CLC, EPFO, ESIC, and DGMS). You can view Inspection report of your Establishment and submit Annual return.

Currently you are linked with **1** establishment ([view](#)).

We are migrating to One Unit One Identifier
Government of India plans to do away with all employer codes being issued by separate labour enforcement agencies such as ESIC, EPFO, CLC(C) and DGMS etc. by replacing them with new Labour Identification Number (LIN). If your unit has already been allotted a LIN then Please verify the information associated with your LIN (update of profile). The procedure to verify the information is given in ([Verify Data](#)). For any support please contact [help-shramsuvidha\[at\]gov\[dot\]in](mailto:help-shramsuvidha[at]gov[dot]in)

Step 4:

The user have to check whether his establishment is linked or not with user A/c?

If the establishment is not linked then follow the steps given below:

➤ **Link Establishment**

After login, the user will see a menu at left hand side. Choose '**Link Establishment**' option from menu.

The screenshot shows the Shram Suvidha portal interface. On the left, a blue sidebar menu contains options: Establishments, Verify Data, Your Inspection, **Link Establishment** (highlighted with a red box and a blue arrow), De-Link Establishment, Duplicate LIN Removal Request Form, Duplicate LIN Removal Request List, Download, Know Your LIN, and Download Document. The main content area is titled 'Establishment Link' and contains a 'Link Establishment Form'. The form has three input fields: 'LIN Number *' (with a link 'If case don't know LIN, Please use Know Your LIN'), 'Registered Mobile Number*', and 'Registered Email Id *'. A 'submit' button is at the bottom of this form. Below this, a text prompt reads: 'Don't have Mobile/Email of previous representative ? Kindly fill below form details and meet Regional Head with Authorisation Letter on Establishment Letter Head.' This is followed by another form with fields for 'LIN Number *', 'Mobile Number', and 'Email Id', and a 'Generate Authorisation Letter' button. A red arrow points to this button.

A. Apply for link establishment request on the portal

If the LIN is linked with some other user account then he is required enter following denials

This screenshot shows a close-up of the 'Link Establishment Form'. It contains three input fields: 'LIN Number *' (with a link 'If case don't know LIN, Please use Know Your LIN'), 'Registered Mobile Number*', and 'Registered Email Id *'. A 'submit' button is located at the bottom of the form.

- LIN Number
- Registered Mobile Number : belongs to other user account linked with LIN
- Registered Email ID : belongs to other user account linked with LIN.

B. For generating Authentication letter the user has to enter only LIN of the establishment.

If the user don't have mobile/email of previous user account holder, then enter LIN number and choose "**generate authorization letter**" option.

Don't have Mobile/Email of previous representative ? Kindly fill below form details and meet Regional Head with Authorisation Letter on Establishment Letter Head.

LIN Number *	<input type="text"/>
Mobile Number	<input type="text"/>
Email Id	<input type="text"/>
<input type="button" value="Generate Authorisation Letter"/>	

If you have LIN Number along with the user registered Mobile No. and Email ID with the shram suvidha portal

Note:

Once the LIN is linked with the user account, then the user will be able to view the list of establishments linked with the user A/c in the **home page**.

Establishments

Verify Data

File Annual Return

Your Inspection

Link Establishment

Monthly EPFO/ ESIC Return (BETA Version)

Download ▾

Welcome to Shram Suvidha Portal

Establishment Representative , Welcome Establishment Representative , To Shram Suvidha Portal

You can add establishment to link with your profile. you can link as many as establishment as you represent the linking of establishment will be verified by the respective labour enforcement agency (e.g CLC, EPFO, ESIC, and DGMS).

You can view Inspection report of your Establishment and submit Annual return.

Currently you are linked with **28** establishment [\(view\)](#).

↓

No. of establishments represented

↓

View Establishment List

Establishment LIN is linked with the user account.

Step 5:

Once the establishment LIN is linked with user ID A/c then

- The user is required to go to **dashboard**
- Click on Your Inspection tab 3rd from top in the **dashboard**
- Click View/ Upload Compliance Report under the details head available at right side of window.

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(One-Stop-Shop for Labour Law Compliance)

Welcome Abdul Sadiq Khan (khan.as@gov.in). You have logged in as Establishment Representative .
23/06/2022-12:41:54

[Home](#) [User Profile](#) [Change Password](#) [Log Out](#)

List of Inspection carried out

S.No.	Establishment	Inspection No.	Submitted Date	Inspected By	Details
1	[Establishment Name] LIN:123456789	72	2022-06-22	[Inspector Name]	View/Upload Compliance Report

One item found.
1

Select LIN for the submit your inspection compliance

Step 6:

This page has the option to upload his compliance report as

- **Dashboard** of home page
- **Click Your Inspection 3rd** form top in the **dashboard** which is left side of page.

The screenshot shows the SHRAMSUVIDHA portal interface. The browser address bar displays `shramsuvdha.gov.in/viewInspectionReportByERUser`. The left sidebar contains navigation links: Verify Data, **Your Inspection** (highlighted), Link Establishment, De-Link Establishment, Duplicate LIN Removal Request Form, Duplicate LIN Removal Request List, Download, Know Your LIN, and Download Document. The main content area is titled 'List of Inspection carried out' and contains the following sections:

- Establishment Details:** Inspection ID: 12345, Labour Identification Number: 123456789, Name and Address of Establishment: ABCDEF, Name of Inspector: GHIJKL, Date Of Submission: 2023-10-20, Due Date Of Compliance: 2023-11-05.
- Act Name:** A table with 5 rows and 2 columns: Act Name and Uploaded Signed ShowCause CUM IR Report. The rows list various acts like Minimum Wages Act, Contract Labour Act, etc.
- Comments on Inspection(Max 5000 character)***: A text area for comments.
- Upload Compliance Report***: A section with 5 rows, each containing an act name and a 'Choose File' button. Below this is a 'Post Your Comments' button.
- Instructions for uploading the compliance report :** A list of instructions regarding the compliance report submission.

To upload compliance Report click on choose file -> Select PDF file to upload up to 15MB size.

How to search establishment LIN on the Shram Suvidha Portal ?

Ans:

The user may check LIN through [Know your LIN](#) facility available on the portal.

← → ↻ shramsuvidha.gov.in/knowyourlin.action

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Select Language

Applicable Acts LIN Registration & License DGMS/CLC(C) Return StartUp Scheme List Of StartUp Online Register State Integration How To? DGLW Services

Whats New

Launch of e-SHRAM Portal-National Database of Unorganized Workers on 26-August-2021. || Register Today on NCS portal (<https://ncs.gov.in>) and get access to

Know Your LIN

We are migrating to One Unit One Identifier

Government of India plans to do away with all employer codes being issued by separate labour enforcement agencies such as ESIC, EPFO, CLC(C) and DGMS etc. by replacing them with new Labour Identification Number (LIN). If your unit has already been allotted a LIN then Please verify the information associated with your LIN (update of profile). The procedure to verify the information is given in <https://shramsuvidha.gov.in/userManual.action> For any support please contact [help-shramsuvidha\[at\]gov\[dot\]in](mailto:help-shramsuvidha[at]gov[dot]in)

☒ Identifier ☐ Establishment Name

Identifier :

Value :

Verification:*

Submit Reset

There is a couple of option for user to search LIN No. Which is Identifier and establishment name?

A. Know your LIN through Identifier

← → ↻ shramsuvidha.gov.in/knowyourlin.action

Contract Labour (R... LABOUR LAWS es Employment & Lab... Request for add/up... whois SSC CGL Tier 2 Prev... Online Web Tutor... 11 Extremely Helpfu... Other bookmarks

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Select Language

Applicable Acts LIN Registration & License DGMS/CLC(C) Return StartUp Scheme List Of StartUp Online Register State Integration How To? DGLW Services Whats New

Launch of

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☒ Identifier ☐ Establishment Name

Identifier :

Value :

Verification:*

Submit Reset

Enter here your Identifier value

Now the user select establishment Identifier from drop down list then enters your identifier value to check LIN No.

Identifier list

B. Know LIN through establishment name

Establishment Name

Establishment*:

Address :

State*:

District:

Verification*:

894971 ↻

The user enter here Establishment name , address, district and verification code.

Note:

In case, inspection of Establishment already done but the establishment has not LIN then the user first search through Know your LIN. If establishment LIN not found then The user contact jurisdiction office for the LIN generation.

Dashboard


→ ↻ ↗

shramsuvidha.gov.in/userHome

🔍 📄 ⭐



Contract Labour (R... 🇮🇳 LABOUR LAWS 📄 ea 🏢 Employment & Lab... 🔄 Request for add/up... ⚙️ whois 🌱 SSC CGL Tier 2 Prev... 📖 Online Web Tutor... @ e 🕒 11 Extremely Helpfu... 📌 Other bookmarks

Step to want content: [A-] [A] [A+] Select Language ▼



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Home User Profile Change Password Log Out

1 Establishments

2 Verify Data

3 Your Inspection

4 Link Establishment

5 De-Link Establishment

6 Duplicate LIN Removal Request Form

7 Duplicate LIN Removal Request List

8 Download ▶

9 Know Your LIN

10 Download Document

Shram Suvidha Portal Dashboard

Shram Suvidha Portal

Register as a Start-Up


Is any of your establishment a Start-Up? [HELP](#)

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Identifier List:

Select Identifier 	Industrial Entrepreneur Memorandum <input type="radio"/>
GSTIN <input type="radio"/>	Startup Registration No. <input type="radio"/>
Uttrakhand-Factories-Code <input type="radio"/>	IFSC <input type="radio"/>
ML Number <input type="radio"/>	Maharastra Labour Department Registration ID <input type="radio"/>
Uttar Pradesh Labour Department-ActRegNo <input type="radio"/>	CLC Registration No <input type="radio"/>
Gujrat Labour Department Factory Code <input type="radio"/>	M P Labour Department Factory Code <input type="radio"/>
Basic Information Performa (B.I.P) -Factory <input type="radio"/>	Rajasthan Factories and Boilers code <input type="radio"/>
Basic Information Performa (B.I.P) -Shops <input type="radio"/>	Punjab Labour Department factory ID <input type="radio"/>
CST <input type="radio"/>	Punjab Labour Dept Factory Licence Number <input type="radio"/>
MINES Code <input type="radio"/>	Punjab Labour Dept Factory Reg Number <input type="radio"/>
ESIC Registration No <input type="radio"/>	Bihar Labour Department factory Code <input type="radio"/>

CLC Registration No <input type="radio"/>
M P Labour Department Factory Code <input type="radio"/>
Rajasthan Factories and Boilers code <input type="radio"/>
Punjab Labour Department factory ID <input type="radio"/>
Punjab Labour Dept Factory Licence Number <input type="radio"/>
Punjab Labour Dept Factory Reg Number <input type="radio"/>
Bihar Labour Department factory Code <input type="radio"/>

Mind MAP for Inspection Report upload by the user.

