

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 located on the Shram Suvidha portal. The form includes the following fields:

- First Name*
- Middle Name
- Last Name*
- Email Id*
- Mobile*
- Verification Code* (with handwritten number 72975)

A red box labeled "Sign up" is positioned over the form, with red arrows pointing to each input field. Below the form are "Signup" and "Reset" buttons.

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.

Step 2:

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

भारत सरकार
GOVERNMENT OF INDIA

श्रम एवं रोजगार मंत्रालय
MINISTRY OF LABOUR & EMPLOYMENT

Select Language

Shram Suvidha

(One-Stop-Shop for Labour Law Compliance)

श्रम एवं रोजगार मंत्रालय
MINISTRY OF LABOUR & EMPLOYMENT

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

and get access to the huge active pool of 1.35 Crore jobseekers to fulfill your organization's human resource needs

Login Page

User Id

Password

Verification code Verify

[Create A Shram Suvidha Account](#)
[Forget Password/Forget User Id](#)

Visit the **National Single Window System**
To access approvals of 32 Central Departments / Ministries
and 16 States / UTs with **SINGLE USER ID**

[Login and go to "My Dashboard" -> Click on "All approvals" -> Add from Central/State approvals -> Search and select Approval -> Apply](#)

To register and apply for your approvals
www.nsws.gov.in

LIN Generated
3646912

Submitted Inspection Report
689543

has been envisaged as a single point of contact between employer, employee and enforcement agencies bringing in transparency in their day-to-day interactions. For integration of data among various enforcement agencies, each inspectable unit under any Labour Law has been assigned one Labour Identification Number (LIN).

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.



श्रम एवं रोजगार मंत्रालय
MINISTRY OF
LABOUR & EMPLOYMENT

Shram Suvidha

(One-Stop-Shop for Labour Law Compliance)



एक कदम सफलता की ओर

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](#)

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. At the top, there is a header with the Ministry of Labour & Employment logo and the text 'Shram Suvidha (One-Stop-Shop for Labour Law Compliance)'. Below the header, a welcome message reads: 'Welcome Abdul Sadiq Khan (khan.as@gov.in). You have logged in as Establishment Representative . 22/06/2022-15:55:54'. On the right, there are links for 'Home', 'User Profile', 'Change Password', and 'Log Out'. A navigation menu on the left side is highlighted, with 'Link Establishment' selected. The main content area is titled 'Establishment Link' and contains a 'Link Establishment Form'. The form has three input fields: 'LIN Number *', 'Registered Mobile Number*', and 'Registered Email Id *'. A 'submit' button is located below the fields. A note next to the LIN Number field says 'If case don't know LIN, Please use Know Your LIN'. Below the form, there is a section titled '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 section contains three input fields: 'LIN Number *', 'Mobile Number', and 'Email Id', followed by 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

The screenshot shows the 'Link Establishment Form' on the Shram Suvidha portal. The form is titled 'Link Establishment Form' and contains three input fields: 'LIN Number *', 'Registered Mobile Number*', and 'Registered Email Id *'. A 'submit' button is located below the fields. A note next to the LIN Number field says 'If case don't know LIN, Please use Know Your LIN'.

- 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**.

The screenshot shows the Shram Suvidha Portal interface. On the left is a blue sidebar menu with options: Establishments, Verify Data, File Annual Return, Your Inspection, Link Establishment, Monthly EPFO/ ESIC Return (BETA Version), and Download. The main content area is titled 'Welcome to Shram Suvidha Portal' and 'Establishment Representative, Welcome Establishment Representative, To Shram Suvidha Portal'. It contains instructions on linking establishments and viewing inspection reports. At the bottom, it states 'Currently you are linked with 28 establishment (view)'. Red circles and arrows highlight '28' and '(view)', with labels 'No. of establishments represented' and 'View Establishment List' respectively.

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.

The screenshot shows the Shram Suvidha dashboard. The header includes the Ministry of Labour & Employment logo and the text 'Shram Suvidha (One-Stop-Shop for Labour Law Compliance)'. The user is logged in as 'Abdul Sadiq Khan (khan.as@gov.in)'. The main content area is titled 'List of Inspection carried out' and contains a table with the following data:

S.No.	Establishment	Inspection No.	Submitted Date	Inspected By	Details
1	The Joint Society, Ministry of Law	72	2022-06-22		View/Upload Compliance Report

Below the table, it says 'One item found. 1'. A red box highlights the 'View/Upload Compliance Report' link in the 'Details' column of the first row. A red arrow points from a text box 'Select LIN for the submit your inspection compliance' to the 'View/Upload Compliance Report' link. A dashed blue line points from the text 'available at right side of window.' to the 'View/Upload Compliance Report' link.

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 a web browser window with the URL shramsuidha.gov.in/viewInspectionReportByERUser. The page title is "List of Inspection carried out". On the left is a blue sidebar with navigation links: "Verify Data", "Your Inspection" (highlighted with a red box), "Link Establishment", "De-Link Establishment", "Duplicate LTN Removal Request Form", "Download", "Know Your LIM", and "Download Document". The main content area is divided into sections: "Establishment Details" (Inspection ID, Labour Identification Number, Name and Address, Name of Inspector, Date of Submission, Due Date of Compliance), "Act Name" (Uploaded Signed ShowCause CUM IR Report), "Comments on Inspection(Max 5000 character)", and "Upload Compliance Report". The "Upload Compliance Report" section has a red box around it and contains five rows, each with a "Choose File" button and "No file chosen" text. Below this is a "Post Your Comments" button. At the bottom, there are "Instructions for uploading the compliance report" and a "Back" button.

Act Name	Uploaded Signed ShowCause CUM IR Report
1. Minimum Wages Act Irregularity	[Choose File]
2. Contract Labour Act Irregularity(Contractor)	[Choose File]
3. Migrant Workmen Act(Contractor)	[Choose File]
4. Payment Of Bonus Irregularity	[Choose File]
5. Building Construction Workers Irregularity	[Choose File]

Upload Compliance Report*

1. Minimum Wages Act	Choose File	No file chosen
2. Contract Labour Act(Contractor)	Choose File	No file chosen
3. Migrant Workmen Act(Contractor)	Choose File	No file chosen
4. Payment Of Bonus Irregularity	Choose File	No file chosen
5. Building Construction Workers Irregularity	Choose File	No file chosen

[Post Your Comments](#)

Instructions for uploading the compliance report :

- The compliance report should contain reply in r/o each of the irregularity detected in the inspection report.
- The compliance report should contain all documentary proofs in r/o the submissions for e.g. photographs, bank statement, muster roll, wage register, wage slip etc. may be attached with compliance report.
- Compliance report should be submitted within 15 days from receipt of Inspection report.

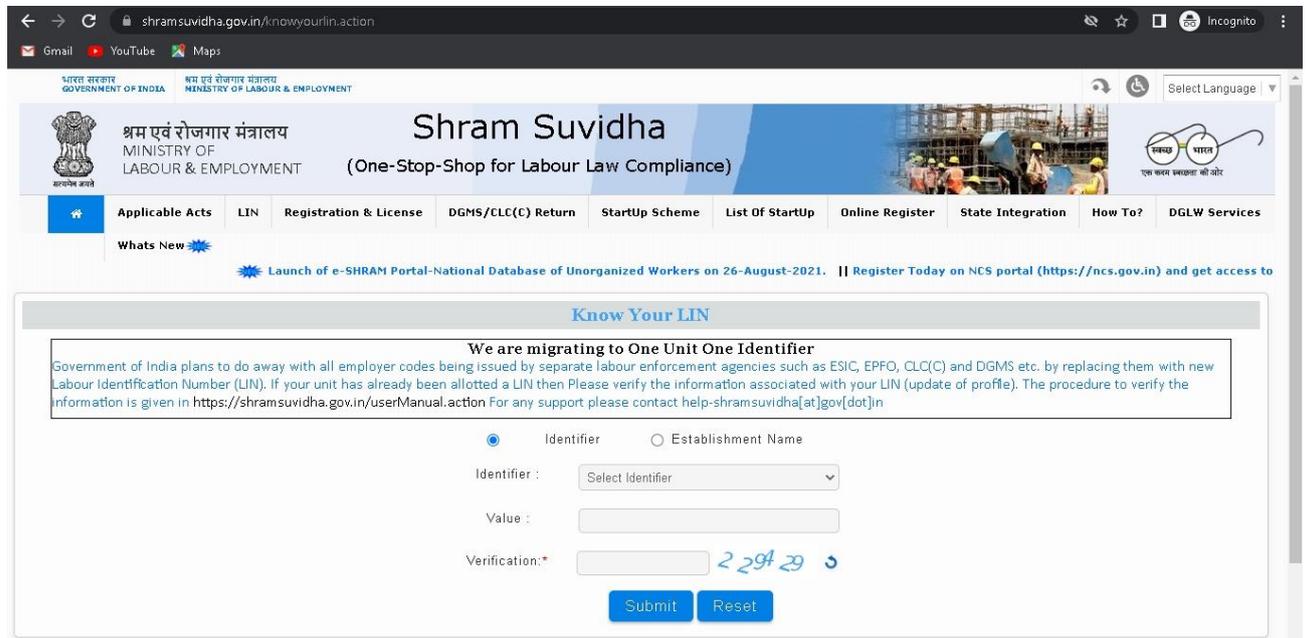
[Back](#)

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.



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

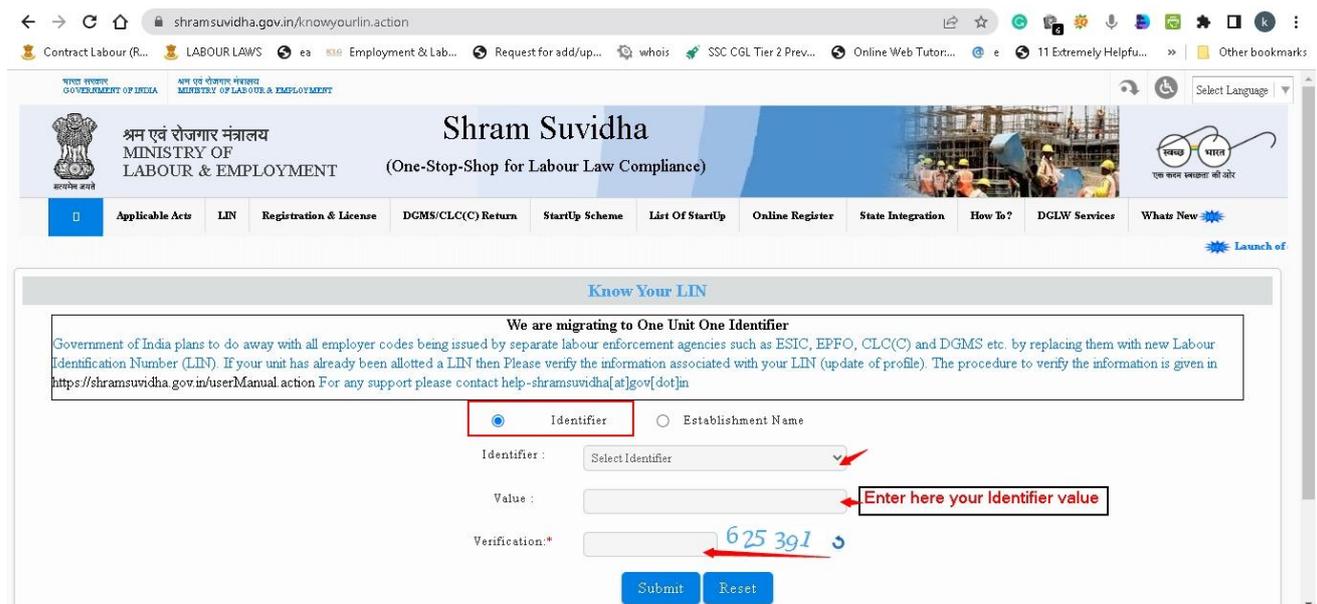
Identifier :

Value :

Verification:*

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

A. Know your LIN through Identifier



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:*

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:*

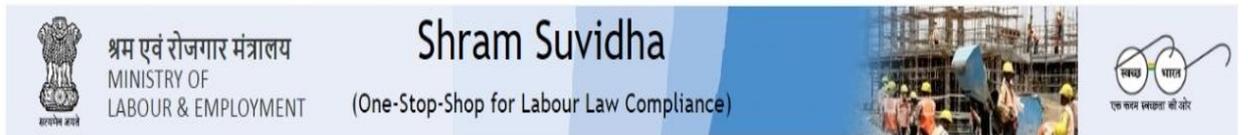
894971 ↻

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



Home User Profile Change Password Log Out

Shram Suvidha Portal Dashboard

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-shramsuidha\[at\]gov\[dot\]in](mailto:help-shramsuidha[at]gov[dot]in)

- 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

Identifier List:

Select Identifier <input checked="" type="radio"/>	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.

