

**Government of West Bengal
Labour Department
EMP Cell
East India House, 2nd Floor
20B Abdul Hamid Street, Kolkata – 69**

No. 194-Emp
EMP/1M-19/14

Dated, Kolkata, the 18th June, 2015.

NOTIFICATION

WHEREAS, “EASE OF DOING BUSINESS” is a priority of the State Government;

AND WHEREAS, there is a need for simplification of procedures for enabling faster clearances under various statutes and rules;

AND WHEREAS, there is scope for hassle free statutory clearances for creating a conducive environment for rapid industrialization;

NOW THEREFORE, the Governor is pleased to decide that Self Certification by the owner shall henceforth be accepted under the Shops & Establishment Act, 1963, as per the matter contained in Schedule – 1 annexed herewith. Such self-certification shall be deemed as sufficient compliance and shall dispense with the necessity of enquiry and verification.

Necessary amendment in the relevant rule(s) shall be made in due course.

This notification shall have immediate effect.


**Secretary to the
Government of West Bengal**

Jnt./notification.

Annexure A

TO THE REGISTERING AUTHORITY

(To be submitted at the time of renewal of registration certificate)

SELF-CERTIFICATE PROFORMA UNDER THE WEST BENGAL SHOPS AND ESTABLISHMENTS ACT,
1963 AND THE RULES FRAMED THEREUNDER

| | | |
|----|---|--|
| 1 | Name of the shop/establishment | |
| 2 | Registration No under the Act | |
| 3 | Full address | |
| 4 | Name of the manager, if any | |
| 5 | Nature of business | |
| 6 | Number of persons employed | |
| 7 | Number of persons employed to whom appointment letters were issued | |
| 8 | Whether the persons employed are given weekly holiday of one and half day of the week | |
| 9 | Whether the persons employed are being paid over time for working over and above the prescribed hours of work in terms of the provisions of the Act and rules | |
| 10 | Whether the Register of employees is maintained. | |
| 11 | Whether child below of the age of 14 is employed | |

CERTIFICATE

- (i) Certified that we/I have complied and are/ am complying with all the provisions under the West Bengal Shops and Establishment Act, 1963 and the rules framed thereunder, in addition to those specifically mentioned above.
- (ii) I am / We are the authorized person/persons to issue the above certificate and the above certificate is issued with full knowledge of the statute. I am / We are jointly and severally responsible for any information which is found incorrect subsequently and will be liable for prosecution under the relevant provisions of the Indian Penal Code, 1860, the West Bengal Shops and Establishment Act, 1963 and the rules framed thereunder.

Signature of Employer

Name

Designation

Office Seal

Date