

List of Notifications issued under Various Laws & Act.

1. The Arunachal Pradesh Unorganized Worker's Social Security (First Amendment) Rules, 2015 at P-90-93.
2. Arunachal Pradesh Unorganized Worker's Social Security Board at P-94-95
3. State Level Monitoring Committee eSHRAM at P-96-97.
4. State Level Monitoring Committee PM-SYM at P-.98-99.
5. The Arunachal Pradesh Unorganized Worker's Social Security Rules, 2015 at P-100-107.



The Arunachal Pradesh Gazette

EXTRAORDINARY
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No. 194, Vol. XXII, Naharlagun, Friday, August 14, 2015 Sravana 23, 1937 (Saka)

GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF LABOUR AND EMPLOYMENT
ITANAGAR

NOTIFICATION

The 24th July, 2015

No. LAB (W) 87/2003 (VOL-IV) PART - II.—WHEREAS, in exercise of the powers conferred by sub-section (1) of section 14 of the Unorganized Workers' Social Security Act, 2008 (Act No. 33 of 2008), the Government of Arunachal Pradesh Unorganized Workers' Social Security Rules, 2015 (hereinafter referred to as 'the Rules') vide No. LAB (W)-87/2003 (VOL-IV) 904 dated 24th March, 2015 and published in the Arunachal Pradesh Extraordinary Gazette No. 80 Vol - XXII dated 30th March, 2015.

AND WHEREAS, in the meantime, guidelines for registrations of Unorganized Workers' were received from the Ministry of Labour and Employment, Government of India, New Delhi, containing an exhaustive requisite Forms, annexed thereto which shall be uniformly used by the District Administrations across the Country for registration of Unorganized Worker's under the aforesaid Act ;

AND WHEREAS, keeping in view of the aforesaid guidelines, the Government of Arunachal Pradesh felt it expedient to substitute the Form for registration of Unorganized Worker's as prescribed under sub-rule (4) of Rule, 25 of the aforesaid Rules with the Form circulated by the Ministry of Labour and Employment, Government of India.

NOW, THEREFORE, in exercise of the powers conferred by sub-section (1) of section 14 of the Unorganized Workers' Social Security Act, 2008 (Act No. 33 of 2008), the Government of Arunachal Pradesh is pleased to frame the following rules further to amend the Arunachal Pradesh Unorganized Workers' Social Security Rules, 2015 namely ;

1. **Short title extent and commencement** : (i) These rules may be called the Arunachal Pradesh Unorganized Workers' Social Security (First Amendment) Rules, 2015.

(ii) It shall come into force from 1st August, 2015.

2. In the Arunachal Pradesh Unorganized Workers' Social Security Rules, 2015 (hereinafter called the Principal Rules) ;

(i) For Form 2, the following shall be submitted, namely :

"FORM FOR REGISTRATION OF UNORGANISED WORKERS"
(See Rule 25 (4))

- | | | |
|-------------------------------------|---|--------------------------------------|
| 1. Full Name of Unorganised Workers | : | Registration Number (to be allotted) |
| 2. Father's Name | : | |
| 3. Mother's Name | : | |
| 4. Gender | : | Age : Years OR Date of Birth |
| Male () | : | |
| Female () | : | |
| Transgender () | : | |

5. Permanent Address :
 House No./Building No. :
 Street/Road/Lane :
 Area/Locality/Sector :
 Post office :
 Village/Town/City :
 Sub-District :
 District :
 State :
 Pin Code :
6. Current Address :
 House No./Building No. :
 Street/Road/Lane :
 Area/Locality/Sector :
 Post Office :
 Village/Town/City :
 Sub-District :
 District :
 State :
 Pin Code :
7. Caste : Scheduled Caste () Scheduled Tribe () Others ()
8. Jan Dhan/Bank Account Number :
9. Mobile Number (If available) :
10. Average Income : Monthly (Rupees) Annual (Rupees)
11. Main Occupation/Trade :
12. Home base worker/self employed/
 wage worker in unorganized sector/
 wage worker in organized sector
 not covered in EPFO and ESIC :
13. Are you a migrant worker ? :

14. Are you a beneficiary of Cess Fund. If Yes, please give Registration No. and Name of Fund

Name of Cess Fund	Whether	Registration No. beneficiary (Yes/No)
The Limestone and Dolomite Mines Labour Welfare Fund Act, 1972	Yes/No	
The Beedi Workers Welfare Fund Act, 1976	Yes/No	
The Iron Ore Mines, Manganese Ore Mines, and Chrome Ore Mines Labour Welfare Fund Act, 1976	Yes/No	
The Cine Workers Welfare Fund Act, 1981	Yes/No	
The Mica Mines Labour Welfare Fund Act, 1946	Yes/No	

15. Dependent Family Member Details (Including self) :

Name of Family Members	Age/Date of Birth	Gender (M/F/T)	Relationship to Unorganized Worker	Mobile No.	Adhar No.	Enrollment No. for Aadhar if not allotted	Jan Dhan/ Bank Account Number
(i)							
(ii)							
(iii)							
(iv)							
(v)							
(vi)							
(vii)							
(viii)							
(ix)							
(x)							

16. Details of Nominees for Schemes

Name of the Scheme	Name of Nominee	Age/Date of Birth	Name of Beneficiary	Relation with Beneficiary	%share of Nominee
(i)					
(ii)					
(iii)					
(iv)					
(v)					

17. Whether included in any of the following Schemes, if Yes, please indicate appropriate registration/ Sanction number etc.

Sl. No.	Name of Beneficiary (Self or dependent family member)	Indira Gandhi National Old Age Pension Scheme (IGNOAPS)	Aam Aadmi Bima Yojana	Rashtriya Swasthya Bima Yojana (RSBY)	Any other scheme (Central/State)
(i)					
(ii)					
(iii)					
(iv)					

18. Optional information * State at their discretion may obtain information regarding the Skilling and Educational Qualification

Sl. No.	Name of the Family Member (including self)	Highest Educational Qualifications	Skill training required
(i)			
(ii)			

Name of Children	Standard studying in
(i)	
(ii)	

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- * Enclosures : Please attach copies of Aadhar of self & family members.
- * Self-certification

I do hereby certify that the above information is true to the best of my knowledge and belief.

Verification by State (as prescribed by State)

Enclosures : Copies of Aadhar or self/dependent family members.

Applicant's Signature/Thumbprint

Date :

Date and Time of Registration :

Registration number allotted :

Satya Gopal, IAS
Principal Secretary,
Government of Arunachal Pradesh,
Itanagar.



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GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF LABOUR AND EMPLOYMENT
ITANAGAR

NOTIFICATION

The 31st August, 2020

No. LAB(W)98/15.— In exercise of the powers conferred under sub-section (1) of Section 6 of the Unorganised Workers Social Security Act, 2008 (33 of 2008) read with Rule 6 (1) of the Arunachal Pradesh Unorganised Worker's Social Security Rules, 2015 the Governor of Arunachal Pradesh is pleased to constitute the Arunachal Pradesh State Unorganised Worker's Social Security Board consisting of the following members, for a period of three years from the date of publication of this notification in the Official Gazette, namely :-

Nominated under clause (a) of sub-section (2) of Section 6

- | | | |
|----|--|----------|
| 1. | Minister of Labour and Employment, Government of Arunachal Pradesh,
Arunachal Pradesh Civil Secretariat, Itanagar | Chairman |
|----|--|----------|

Nominated under clause (b) of sub-section (2) of Section 6

- | | | |
|----|--|---------------------------------|
| 2. | Secretary (Labour and Employment), Government of Arunachal Pradesh,
Arunachal Pradesh Civil Secretariat, Itanagar | Member Secretary,
ex-officio |
|----|--|---------------------------------|

Nominated under sub-clause (i) of clause (c) of sub-section (2) of Section 6- Members representing Workers

- | | | |
|----|---|--------|
| 3. | President, All Arunachal Pradesh Labour Union, Nirjuli | Member |
| 4. | Women President, All Arunachal Pradesh Public Works
Department Worker Union, Itanagar | Member |
| 5. | Secretary General, All Arunachal Pradesh Worker's Union,
Itanagar | Member |
| 6. | President, All Arunachal Pradesh Forest Worker's Union,
Itanagar | Member |
| 7. | President, All Arunachal Pradesh Public Health & Engineering &
Water Supply Department Union, Itanagar | Member |
| 8. | General Secretary, Arunachal Pradesh Power Department
Workers Union, Itanagar | Member |
| 9. | Vice-President, All Arunachal Pradesh PWD Workers Union,
Itanagar | Member |

Nominated under sub-clause (ii) of clause (c) of sub-section (2) of Section 6- Members representing employers

- | | | |
|-----|---|--------|
| 10. | M/s T. K. Engineering Consortium Pvt. Ltd. Naharlagun | Member |
| 11. | M/s N. T. Agency, Naharlagun | Member |
| 12. | Surveyor of Works, PWD Eastern Zone, Itanagar | Member |
| 13. | Superintending Surveyor of Works, PWD, Western Zone, Itanagar | Member |
| 14. | Superintending Engineer (HQ), WRD, Western Zone, Itanagar | Member |
| 15. | Superintending Engineer (HQ), PHED, Western Zone, Itanagar | Member |
| 16. | Superintending Engineer (HQ), Power Western Zone, Itanagar | Member |

Nominated under sub-clause (iii) of clause (c) of sub-section (2) of Section - 6-Members representing State Legislative Assembly.

17.	Shri Balo Raja, MLA, Legislative Assembly, Itanagar	Member
18.	Shri Ojng Tasing, MLA, Legislative Assembly, Itanagar	Member

Nominated under sub-clause (iv) of clause (c) of sub-section (2) of Section - 6-Members representing from Civil Society.

19.	Secretary, Arunachal Pradesh Social Welfare Board, Naharlagun.	Member
20.	Member, Arunachal Pradesh State Women Commission, Itanagar. "A Member of the Commission to be nominated by the Chairperson of the State Commission".	Member
21.	Chairperson, Child Welfare Committee, Itanagar	Member
22.	Chairman, MM Charitable Trust, Itanagar	Member
23.	Chairperson, Oju Welfare Association, Naharlagun	Member

Nominated under sub-clause (v) of clause (c) of sub-section (2) of Section - 6-Members representing the State Government.

24.	Dy. Director of Fisheries, Govt. of Arunachal Pradesh, Itanagar	Member
25.	Joint Director, Urban Development & Housing, Itanagar	Member
26.	Superintending Engineer (HQ), Department of Power (Eastern Electrical Zone), Itanagar	Member
27.	Joint Director, Rural Development Department, Itanagar	Member
28.	Deputy Secretary (Finance), Govt. of Arunachal Pradesh, Itanagar	Member
29.	Deputy Director, Textiles & Handicraft, Itanagar	Member
30.	Rehabilitation Officer, Social Justice and Tribal Affairs Department, Itanagar	Member

Naresh Kumar, IAS
Chief Secretary,
Government of Arunachal Pradesh,
Itanagar.

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GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF LABOUR AND EMPLOYMENT
ITANAGAR

NO.LAB(W)87/2003(Vol-IV)Part

Dated Itanagar the 7th September'2021.

ORDER

In pursuance of the Ministry of Labour and Employment, Govt. of India, New Delhi vide D.O No.M—16011/01/2019-SS-III dated 13th August'2021.State Level Monitoring Committee is hereby constituted with the following members to oversee and monitor the functions and performance of the District Level Monitoring Committee for implementing the registration of unorganised workers on the eSHRAM portal, as given below:-

1	Chief Secretary	Chairperson
2	Secretary of Labour & Employment Department	Member Secretary
3	Secretary IT Department(for Digital India/CSC)	Member
4	Secretary Rural Development	Member
5	Secretary Panchayati Raj Department	Member
6	Secretary Health & Family Welfare Department	Member
7	Secretary Agriculture Department	Member
8	Secretary Industries Department	Member
9	Secretary Urban & Housing Department	Member
10	Secretary Women & Child Development Department	Member
11	Secretary Information & Public Relation Department	Member
12	Secretary School Education Department	Member
13	Secretary Social Welfare Department	Member
14	Secretary Fisheries Department	Member
15	State Labour Commissioner	Member
16	Welfare Commissioner(Nominated by Ministry of Labour & Employment, Govt. of India)	Member
17	Common Service Centre State Coordinator	Member
18	President/Secretary of State Level Unions/Association/Federation of (a) Unorganised Workers (b) BOC workers (c) SHG(NULM & NRLM) members (d) Domestic Workers (e) Asha Workers (f) Anganwadi Workers (g) Street vendors (h) Rickshaw -pullers (i) Brick-Kiln workers (j) Agricultural Labourers (k) MGNREGA workers (l) Fishermen and any others such workers associations(m) State Level Unions /Association of Shopkeepers, small retailers	Member

The Monitoring Committee shall have the following functions:-

- i. Review and Monitor the progress of registration of unorganised workers with DCs/DMs/Collectors district-wise.
- ii. Monitor the working of field level Common Service Centres(CSCs) and State Sewa Kendras(SSK) district wise and along with the targets defined.
- iii. Monitor mobilization of target sub-groups of Unorganised Workers such as MGNREGA Workers, SHG members under NRLM/NULM, Street vendors, rickshaw-pullers, construction workers, Mid-day meal workers, domestic workers, ASHA workers, Anganwadi workers, Agricultural labourers, fishermen and Brick-Kiln workers through respective line department district wise for registration under eSHRAM.
- iv. Monitor progress of Bulk registration of BOCW/ASHA/Anganwadi/ MNGREGA/ Domestic workers/Mid-day meals workers/Fishermen to register under eSHRAM .
- v. Channelize labour unions/workers' associations/federations/civil society organizations working for welfare of Unorganised workers to convince and mobilise their respective members to register under eSHRAM portal.

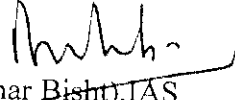
- vi. Ensure holding of regular registrations camps at the district and CSC level for the unorganized workers (Kaamgaars).
- vii. Strategies to have Information, Education & Communication (IEC) with prospective beneficiaries of eSHRAM and their implementation through State Labour Department and other official machinery.
- viii. Devise & monitor implementing of State wise awareness programs through discussions, seminars, public meetings students participation, Universities, Colleges, media channels, news items campaigns, pamphlets, posters, banners, help-desk tables in district labour officers/DIC office/Skill Development centres/strategic locations/other prominent place of labour concentration.
- ix. The Committee will meet at least once in a quarter.

Sd/- Naresh Kumar, IAS
Chief Secretary,
Govt. of Arunachal Pradesh,
Itanagar.

Memo No. LAB(W)87/2003(Vol-IV) Part Dated Itanagar the ____ September, 2021.

Copy to:-

1. The Commissioner to the Hon'ble Governor, Arunachal Pradesh, Itanagar.
2. The Commissioner to Hon'ble Chief Minister, Arunachal Pradesh, Itanagar.
3. The PPS to Hon'ble Dy. Chief Minister, Govt. of Arunachal Pradesh, Itanagar.
4. The PS to Speaker/Dy. Speaker, Legislative Assembly, Govt. of Arunachal Pradesh, Itanagar.
5. The PS to all Ministers, Govt. of Arunachal Pradesh, Itanagar.
6. The Secretary, Ministry of Labour and Employment, Govt. of India, New Delhi for information with reference to his D.O. number referred above.
7. The Under Secretary to Chief Secretary, Govt. of Arunachal Pradesh, Itanagar.
8. All Principal Secretaries/Commissioners/Secretaries, Govt. of Arunachal Pradesh.
9. All Head of Departments, Govt. of Arunachal Pradesh, Itanagar / Naharlagun / Nirjuli.
10. All the Deputy Commissioners in Arunachal Pradesh for information and necessary action. They are requested to constitute District Level Implementing Committee as per guidelines issued by the Ministry Labour and Employment, Govt. of India, New Delhi in respective district immediately for effective implementation to register unorganized workers under eSHRAM portal.
11. The Director of Printing, Govt. of Arunachal Pradesh, Naharlagun with a request to publish the above notification in Extra-ordinary Gazette of Arunachal Pradesh and supply 200 copies of the notification to this Department.
12. All District Labour Officers/Incharge Labour Officers, Govt. of Arunachal Pradesh for information and necessary action.
13. The State Coordinator, Common Service Centre, Arunachal Pradesh.
14. The President/ Secretary of all Labour Unions/Association/Federation of Arunachal Pradesh for information and necessary action.
15. Guard file.
16. Office copy.


 (Ajay Kumar Bisht), IAS
 Secretary (Labour & Employment),
 Govt. of Arunachal Pradesh,
 Itanagar.



सत्यमेव जयते

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EXTRAORDINARY

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GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF LABOUR AND EMPLOYMENT
ITANAGAR

ORDER

The 26th November, 2019

No.LAB(W)(PM-LVMY)37/2019.—In pursuance of the Ministry of Labour and Employment, Government of India, New Delhi vide D.O. No.M-21020/06/2019-RW dated 27th September, 2019. State Level Monitoring Committee is hereby constituted with the following member to oversee and monitors the function and performance of the District Level Monitoring Committee for Pradhan Mantri-Shram Yogi Maan-dhan (PM-SYM), for the Unorganised Workers (UWs) and National Pension Scheme (NPS) for the Traders and Self Employed as given below:-

1.	Chief Secretary	Chairperson
2.	Principal Secretary/Secretary of Labour & Employment Department	Member Secretary
3.	Principal Secretary/Secretary of IT Department (for Digital India/CSC)	Member
4.	Principal Secretary/Secretary of Rural Development	Member
5.	Principal Secretary/Secretary of Panchayati Raj Department	Member
6.	Principal Secretary/Secretary of Urban & Housing Department	Member
7.	Principal Secretary/Secretary of Family Welfare Department	Member
8.	Principal Secretary/Secretary of Agriculture Department	Member
9.	Principal Secretary/Secretary of Industries Department	Member
10.	Principal Secretary/Secretary of Women & Child Development Department	Member
11.	Principal Secretary/Secretary of Information & Public Relation Department	Member
12.	Principal Secretary/Secretary of School Education Department	Member
13.	Principal Secretary/Secretary of Social Welfare Department	Member
14.	Principal Secretary/Secretary of Fisheries Department	Member
15.	State Labour Commissioner	Member
16.	Welfare Commissioner (As created by Ministry of Labour & Employment, Government of India)	Member
17.	Common Service Centre State Coordinator	Member
18.	LIC Divisional/Senior Branch Manager	Member
19.	President Secretary of State Level Unions/Association/Federation of (a) Unorganised Workers (b) BOC Workers (c) SHG (NULM & NRLM) members (d) Domestic Workers (e) Asha Workers (f) Anganwadi workers (g) Street vendors (h) Rickshaw-pullers (i) Brick-Kilo Workers (j) Agricultural Labourers (k) MGNREGA Workers (l) Fishermen and any others such workers associations	Member
20.	President Secretary of State Level Unions/Association of Shopkeepers, small retailers and Traders (i.e. NPS-Traders)	Member

The Monitoring Committee shall have the following functions :-

- (i) Review and Monitor the progress of PM-SYM & NPS-Traders enrolment with DCs/DMs/Collectors district-wise online.
- (ii) Monitor the working of field level Common Service Centres (CSCs) and e-Jan Suvidha Kendras District-wise and meeting of targets under PM-SYM & NPS-Traders.
- (iii) Monitor mobilization of target sub-groups of Unorganised Workers such as MGNREGA Workers, SHG members under NRLM/NULM, Street vendors, Rickshaw-Pullers, Construction workers, Mid-day Meal Workers, Domestic Workers, ASHA Workers, Anganwadi Workers, Agricultural Labourers, Fishermen and Brick-Kiln Workers through respective line department district-wise for enrolment under PM-SYM.
- (iv) Monitor progress of bulk enrolment of BOCW/ASHA/Anganwadi/MGNREGA/Domestic Workers/Mid-Day Meal Workers/Fishermen to enrol under PM-SYM.
- (v) Mobilise PMJIBY/PMSSBY beneficiaries through Labour Department to enrol them in PM-SYM.
- (vi) Monitor mobilisation of target groups of Traders (Shopkeepers, small retailers and self-employed whose annual turnover is less than ₹ 5 crores for enrolment under NPS-Traders through line departments such as Industries/MSME Department etc.
- (vii) Channelize Labour Unions/Workers' Associations/Federation/Other Society Organizations working for welfare of Unorganised workers and traders (Small retailers and Shopkeepers) to convince and mobilise their respective members to join the pension scheme.
- (viii) Ensure regular organisation of Mini & Mega Enrolment camps at the district and CSC level for the Unorganised Workers (Kaamgaars) and traders/shopkeepers (Vyapaaris) separately.
- (ix) Strategies to have Information, Education & Communication (IEC) with prospective beneficiaries of PM-SYM and NPS-Traders and their implementation through State Labour Department and other official machinery.
- (x) Devise & monitor implementing of State-wide awareness program through discussions, seminars, public meetings students participation, Universities, Colleges, media channels, new films, campaigns, pamphlets, banners, help-desk tables in district labour offices/DIC office, Skill development centres/strategic locations/other district offices.
- (xi) Devise ways understand & resolve Public Grievances brought to the notice of this committee.
- (xii) The Committee will meet at least once in three months.

Kamesh Kumar
Chief Secretary,
Government of Andhra Pradesh,
Rangareddy



The Arunachal Pradesh Gazette

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GOVERNMENT OF ARUNACHAL PRADESH
LABOUR AND EMPLOYMENT DEPARTMENT
NAHARLAGUN

NOTIFICATION

The 24th March, 2015

No. LAB (W) - 87/2003 (Vol-IV)/904. — In exercise of the powers conferred by sub-section (1) of section 14 of the Unorganised Workers' Social Security Act, 2008 (33 of 2008), the Government of Arunachal Pradesh hereby make the following rules, namely :-

RULES

CHAPTER - I

PRELIMINARY

1. **Short title and commencement :** (1) These rules may be called the Arunachal Pradesh Unorganised Workers' Social Security Rules, 2015.
(2) They shall come into force on such date as the Government may, by notification in the Gazette, appoint.
2. **Definitions :** (1) In these rules, unless the context otherwise requires, -
 - (a) 'Act' means the Unorganised Workers' Social Security Act, 2008 (33 of 2008);
 - (b) 'Board' means the Arunachal Pradesh State Social Security Board constituted under section 6 of the Act;
 - (c) 'Chairperson' means the Chairperson of the Board as per clause (a) of section 6 of the Act;
 - (d) 'Chief Executive Officer' means the officer of the Board appointed by the Government under sub-rule (1) of Rule 22;
 - (e) 'Contribution' means the amount of contribution payable by an unorganised worker, the self-employed person or other beneficiary as a member of the scheme or the employer as provided under clause (ii) of sub-section (10) of section 7 and also under sub-section (4) of section 10 of the Act and includes the amount given by the Central Government from time to time as per the scheme notified under sub-section (4) of section 3;
 - (f) 'District Administration' means the Deputy Commissioner of the concerned district or a district level subordinate officer authorised by the Deputy Commissioner under sub-rule (2) of the Rule 23;
 - (g) 'Government' means the Government of Arunachal Pradesh;
 - (h) 'Scheme' means the Welfare Scheme formulated and notified by the Central Government under sub-section (1)(c) of section 2 of the Act and includes the Welfare Scheme formulated and notified under sub-section (1) of section 3 of the Act or the schemes as formulated and notified by the State Government under sub-section 4 of section 3 of the Act;
 - (i) 'Secretary' means the ex-officio member Secretary, of the Board as provided for in clause (b) of sub-section (2) of section 6 of the Act;
 - (j) 'Section' means a section of the Act;
 - (k) 'Year' means a financial year commencing on the 1st day of April and ending of the 31st day of March of the succeeding calendar year;

(2) The words and expressions used and not defined in these rules, but defined in the Act, shall have the same meaning respectively assigned to them in the Act.

CHAPTER - II

WELFARE BENEFITS, SCHEMES AND CONTRIBUTIONS

3. **Eligibility for Welfare Benefits :** The unorganized workers registered under section 10 of the Act and rule 25 of these Rules only shall be eligible for the benefits under the scheme, in accordance with the terms and conditions specified under the provisions of the concerned scheme.

4. **Formulation and Notification of Scheme :** The Government may, by a notification in the Gazette, formulate welfare schemes on the subjects enlisted under sub-section (4) of section 3 of the Act commonly for all subjects together or separately for one or more such subjects;

5. **Contributions to the Scheme :** (1) Any contribution or fees or any other amount fixed in the scheme notified under rule 4 shall be paid by the unorganized worker or the self employed person or the employer or the beneficiary as the case may be, at such rate and at such time and in the manner specified in such scheme or schemes by the State.

(2) The Contribution or any other amount payable to the Board as per sub-rule (1) or any Government contribution or grant received shall be credited to the account of the Board and expended or disbursed in the manner provided in such Schemes.

(3) All sums due to the Board from the Central Government or State Governments for the implementation of the provisions of the Act and the Schemes shall be obtained and made available to the Board by the State Labour Commissioner from time to time.

(4) The procedure for accepting, depositing and utilising the fund payable as per the provisions of any scheme shall be as specified in the concerned scheme.

CHAPTER - III

ARUNACHAL PRADESH STATE UNORGANISED WORKERS' SOCIAL SECURITY BOARD

6. **Constitution of the Board :** (1) The Board shall consist of following members namely :-

- (a) The Minister of Labour and Employment – Chairman
- (b) The Principal Secretary/ Secretary (Labour) – Ex-officio Member Secretary.
- (c) Twenty-eight members to be nominated by the Government out of whom :-
 - (i) Seven persons representing the unorganised workers;
 - (ii) Seven persons representing the employers of the unorganised workers;
 - (iii) Two members from the Arunachal Pradesh Legislative Assembly;
 - (iv) Five members representing eminent persons from civil society;
 - (v) Seven members representing the State Government Departments viz. among Finance Department, Law Department, Urban Department, Rural Development Department, Water Resource Department, Public Health Engineering Department, Public Works Department etc.

(2) The Chairperson and other members of the Board shall be from amongst persons of eminence in the field of Labour Welfare, Management, Finance Administration and Law;

Provided that out of seven persons nominated under sub-clause (i) atleast 25% of the members shall be from the Arunachal Pradesh Scheduled Tribe and Women.

(3) The Board shall perform the following functions, namely :-

- (a) Recommend to the State Government suitable Schemes for different sections of the unorganized workers.
- (b) Advise the State Government on such matters arising out of the administration of this Act as may be referred to it.
- (c) Monitor such Social Welfare Schemes for unorganized workers.
- (d) Review the progress of registration and issue of identity/smart cards to the registered workers.
- (e) Review the record keeping functions performed at District Level.
- (f) Review the expenditure from the funds under various Schemes; and
- (g) Undertake such other instructions as are assigned to it by the Central/State Government from time to time.

7. **Term of Office of the Members :** (1) The term of office of the members nominated under clauses (c) (i) to (iv) of sub-rule (1) 6 shall, be three years from the date of their nomination.

(2) A member belonging to clauses (a) to (c) of sub-rule (1) of rule 6 shall cease to be a member if he ceases to represent the category of interest from which he is nominated; from the date of their cessation of representation.

(3) The members of the Legislative Assembly nominated under clause (c) (iii) of sub-rule (1) of rule 6 shall cease to be a member if he ceases to be a member of the Legislative Assembly or on completion of 3 (Three) years whichever is earlier.

(4) The official members of the Board nominated under clause (e) of sub-rule (1) of rule 6 shall hold their offices in the Board so long as they serve in their official capacity.

(5) On expiry of the term, of three years the Board shall be reconstituted by the State Government.

(6) A member of the Board shall not be eligible to be re-nominated for more than two terms.

8. Resignation of members of the Board : (1) A member of the Board, other than an ex-officio member, may by writing under his hand addressed to the Chairperson resign his office at any time.

(2) The Chairperson shall take decision to accept or reject the resignation letter, within a month. The resignation shall be deemed to have come into effect from the date of acceptance of the resignation or on the date of expiry of one month from the date of receipt of resignation letter, whichever is earlier, and the seat of such member shall fall vacant with effect from that date.

(3) The Chairperson shall place before the next board meeting, the receipt of resignation letter from a member and the decision taken thereon. If the resignation letter is rejected, the reason for rejection may also be reported to the Board.

(4) The Board shall inform the State Government regarding the acceptance of resignation of a member.

9. Removal of Member : The State Government may, by order, remove any member, other than the ex-officio members, from the office of the Board,-

(a) if he is of unsound mind; or

(b) if he has been sentenced to imprisonment for any offence involving moral turpitude; or

(c) if he has, without the permission of the Board, been absent from three consecutive meetings of the Board; or

(d) if in the opinion of the State Government, he has become unsuitable or has become incapable of action as member or has so abused his position as a member as to render his continuance as a member detrimental to the public interest:

Provided that no member shall be removed from office without giving him a reasonable opportunity of showing cause against the proposed removal and without considering his explanation.

10. Filling up casual vacancies : Whenever vacancies arise in the Board due to resignation, death or removal or otherwise of a member, the Secretary shall inform the State Government who shall then immediately nominate another person from the concerned category as a member and the member so appointed shall, subject to the provisions of rule 7, hold office for the remaining period of the term of office of the member in whose vacancy he is nominated.

11. Board Meeting : (1) The Board shall meet at least once in six months. The Secretary shall convene the meeting at such time, date and at such place as decided by the Chairperson.

(2) The Chairperson shall convene meeting of the Board on the written requisition of not less than fifteen members jointly demanding to convene the Board meeting, within twenty days of receipt of such a requisition.

(3) The Chairperson shall have powers to call special meeting of the Board at any time to decide any matter which is urgent.

12. Notice of Meeting : (1) The Secretary shall give notice of the meeting at least ten days prior to the date of the proposed meeting, showing the date, time and place of the meeting together with the agenda, to every member directly or through special messenger or by registered post or by e-mail.

(2) For special meeting convened under sub-rule (3) of rule 11 to consider any urgent matter, two days prior notice informing the subject shall be given to each member.

13. Change in the address : (1) Each member shall inform the Secretary of any changes in the address given in the order nominating him as a member of the Board and the Secretary shall make suitable alterations in the records.

(2) If the member fails to give the information as required under sub-rule (1), the notice under rule 12 shall be sent in the available address and even if such notice is not received due to any change in the address, it will be considered that the notice is duly served.

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14. Presiding over of the Meeting : (1) The Chairperson shall preside over every meeting of the Board.

(2) If the Chairperson is absent at any time, he may nominate a member of the Board to preside over such a meeting in his place and in the absence of such a nomination by the Chairperson, the members of the Board present in such meeting may elect one among them and the member so elected shall preside over that meeting.

(3) The member who presides over the meeting as per sub-rule (2) shall exercise all the powers and functions of the Chairperson.

15. Quorum of the Meeting : (1) No business shall be transacted at any meeting of the Board unless at least one third of the members existing at the time in the Board or seen members, whichever is less, are present of whom at least one each shall be from among those nominated under clause (c) (i) & (ii) of sub-rule (1) of rule 6.

(2) If there is no quorum for the meeting, the Chairperson may adjourn the meeting, to another date after the expiry of not less than seven days, informing the members present directly and giving notice to those who are absent and in the adjourned meeting whether there is prescribed quorum or not, it shall thereupon be lawful for him to dispose of the business irrespective of the members attending the meeting.

16. Agenda of the meeting and disposal of business : (1) Nothing other than the subjects shown in the agenda for the meeting shall be discussed or decided in the meeting, except with the permission of the Chairperson.

(2) Every decision in the meeting of the Board shall be taken by the majority of the members present and voting at the meeting.

(3) In the case of equal number of votes on any issue, the matter shall be decided by exercising a second vote or casting vote by the Chairperson.

17. Minutes of the Meeting : (1) The Secretary shall prepare the minutes of the meeting and the Chairperson and the Secretary shall affix their signatures on it.

(2) The minutes signed by the Chairperson shall be read over to the members in the next meeting. Modifications, if any, made thereon shall be signed by the Chairperson and the Secretary after such modification and confirmation on it.

18. Allowances to the members of the Board : (1) The members of the Board except the ex-officio Chairperson, and Secretary, members of the Legislative Assembly and the official members shall be eligible for sitting fee for attending the meeting at the rate decided by the Government from time to time.

(2) The Board shall pay to every non-official member travelling allowance and daily allowance for attending the meeting of the Board at such rates admissible to Class - I Officers of the Government.

(3) Travelling allowance and daily allowance for attending the meeting of the Board to every official member, including the ex-officio Secretary, shall be paid by the Board at the rate admissible to him as per the rules applicable to him for journeys performed on official duty.

(4) The members of the Legislative Assembly and the ex-officio Chairperson shall be paid travelling allowance by the Board for attending the meeting of the Board, at the rates admissible to them.

(5) For the purpose of calculation of travelling allowance of a member, the place of his residence/ office shown in his appointment order as a member will be taken as his headquarters.

19. Functions of the Board : In addition to the functions stated in sub-section (8) of section 6 of the Act, the Board shall have the following functions, namely:-

- (a) realization of fee and other charges for registration of the unorganised workers as members;
- (b) preparation of Annual Budget of the Board and submission to the State Government;
- (c) preparation of Annual Report on the working of the Board and submission to the State Government;
- (d) maintenance of Board's accounts;
- (e) implementation of the directions issued by the Central and State Government from time to time;
- (f) implementation of all matters entrusted by the Central and State Governments, according to their directions and furnishing of information required Board shall be sanctioned by the Government.

20. Expenditure and maintenance accounts by the Board: (1) The amount for initial administrative expenditure required for the functioning of the Board shall be sanctioned by the State Government.

(2) The Board shall maintain necessary and proper accounts in respect of the income and expenditure of the Board.

(3) All amounts received by the Board shall be deposited in any nationalized Bank located at Itanagar/Naharlagun as decided by the Board.

21. **Headquarters of the Board** : The headquarters of the Board shall be at Itanagar.

CHAPTER - IV

EXECUTIVE OFFICERS AND MAINTENANCE OF RECORDS

22. **Chief Executive Officer and other staff** : (1) The State Government may appoint an officer, not below the rank of an Assistant Labour Commissioner in the Labour Department, or any other officer not below the said rank as Chief Executive Officer of the Board to assist the Secretary for the proper functioning of the Board.

(2) The State Government may appoint such number of staff as they consider necessary to assist the Chief Executive Officer and specify their service conditions.

(3) The duties, powers and functions of the Chief Executive Officer shall be as decided by the Board, with the prior approval of the State Government.

23. **Implementation and maintenance of records at District level** : (1) The record keeping functions under section 8 of the Act shall be performed by the Deputy Commissioner of the concerned District.

(2) The Deputy Commissioner may with approval of the State Government, by order, entrust the functions under sub-rule (1) to a district level subordinate officer working under him.

(3) The Deputy Commissioner may direct a circle level or village level subordinate officer under his control to receive the applications for registration and the registration fees, under the Act and to submit the same together with his enquiry report, to the Deputy Commissioner or to the authorised officer.

(4) The Deputy Commissioner or the authorised officer shall implement the provisions of the Act within his jurisdiction under the supervision and guidance of the Board.

(5) The District Collector or the authorised officer shall maintain proper records, documents and registers regarding the implementation of the Act and the Rules and shall also perform the following duties, namely :-

- (a) registration of the unorganised workers and issuance of identity cards/smart cards to them as per the provision of the Act, Rules and the Scheme;
- (b) realise the contributions and registration fees and deposit the same in the manner prescribed by the National Social Security Board or the Arunachal Pradesh State Unorganised Workers' Social Security Board as the case may be ;
- (c) implement the provisions of the scheme, for which the Board is authorised under the Act;
- (d) give necessary information and report to the State Government, to the National Social Security Board as well as to the State Board;
- (e) evaluate the functions of the Workers' Facilitation Centres and give necessary directions for the proper functioning of the Centres; and
- (f) undertake any other functions as per the directions of the Central or State Governments or the National Social Security Board or the Arunachal Pradesh State Social Unorganised Workers' Social Security Board.

24. **Workers' Facilitation Centres** : (1) The State Government may, by order authorized or direct any establishment or organisation or society to function as the Workers' Facilitation Centres under section 9 of the Act.

(2) The general supervision over the functions of the Workers' Facilitation Centres will be under the Deputy Commissioner or the officers authorised by him and subject to the overall control of the Board.

(3) Each Workers' Facilitation Centre shall perform the functions as provided in section 9 of the Act and as per the directions of the Deputy Commissioner or the authorised officer concerned and shall give necessary information and reports as required by the Deputy Commissioner.

CHAPTER - V

REGISTRATION

25. **Registration and issue of Identity Card** : (1) The application for registration as per sub-section (2) of section 10 of the Act shall be submitted to the Deputy Commissioner or to the authorised officer in Form-I appended to these rules.

(2) The application for registration shall contain two passport size photographs of the applicant, document to prove his age and a self declaration by the applicant confirming that he is an unorganised worker.

Note:- Self Attested copy of the school certificate or birth certificate issued by the Registrar of Births and Deaths or Electoral Identity Card or Passport or Ration Card shall be sufficient to prove the age.

(3) On receipt of the application, the Deputy Commissioner or the authorised officer, after making due enquiries or verifying the enquiry report of the subordinate officer, shall issue orders accepting the application for registration or rejecting the same and a copy of the order shall be served to the applicant:

Provided that no such applicant shall be rejected without giving an opportunity of being heard to the applicant.

(4) On accepting the application, the Deputy Commissioner or the authorised officer shall enter the name of the applicant in a register, after allotting a unique identification number and shall issue an identity card/smart card to the applicant in Form No.2, appended to these Rules.

(5) The unique identification number shall bear code number, the character for the State and the district and the serial number of the beneficiary in each district. The Board shall intimate the District Administration the manner in which such identification number is to be allotted.

(6) The Identity card/Smart card shall be the exclusive proof to show that the person is an unorganised worker and that he is entitled for registration under the scheme of schemes formulated as per the Act.

(7) Any person aggrieved by the orders of the Deputy Commissioner or the Officer authorised by him rejecting the application for registration may prefer appeal before the Board within thirty days of receipt of the order under sub-rule (3) and the Board shall take decision on the appeal, as early as possible, which decision shall be final :

Provided that the Board may accept the appeal filed after the expiry of the prescribed time, if it is satisfied that the delay occurred due to any reasonable cause.

26 Issue of duplicate identity card : (1) If the Identity Card/Smart Card of the member is lost or mutilated, the member may submit an application to the Deputy Commissioner or to the authorised officer for the issue of a duplicate Identity Card/Smart Card along with the fee at the rate prescribed for registration under rule 27 and the Deputy Commissioner or the authorised officer may issue a duplicate Identity Card/Smart Card to the applicant denoting as 'duplicate' on the card.

27. Registration Fee : The fee for registration as per Rule 25 shall be Rs. 25. The Registration fee shall be remitted in the office of the Deputy Commissioner or the authorised officer along with the application for registration in cash or by Demand Draft.

28. Cessation of membership : (1) The membership of an unorganised worker registered as a member under rule 25 shall cease, when he becomes an organised worker or he permanently leaves the State of Arunachal Pradesh or otherwise ceases his status as an unorganised worker.

(2) The Deputy Commissioner or the authorised officer may cancel the membership of an unorganised worker at any time if it is found that the membership was obtained by furnishing false information and the same shall be intimated to the member :

Provided that the membership shall not be cancelled without giving the member an opportunity of being heard.

(3) Any member aggrieved by the order of cancellation of membership under sub-rule (2) may prefer an appeal before the Board within 30 days of receipt of the intimation under sub-rule (2) of this rule. The Board shall take decision on the appeal which shall be intimated to the applicant and the decision of the Board on the appeal shall be final.

CHAPTER - VI

ANNUAL REPORT AND AUDIT

29. Annual Report : The Board shall before 31st July of every year submit to the State Government an Annual Report on the working of the Board and the implementation of the Act and the Schemes.

30. Budget : The Board shall submit to the Government before 30th September every year, after its approval, a Budget showing the probable income of the Board, contributions, or grant from the Central or State Governments, other sums to be received and all the expenses required for the functioning of the Board and for the implementation of the Act and Rules, in the next year.

31. Audit : All accounts of the Board for an year shall be audited every year as directed by the State Government and the audit report shall be submitted before 31st of December of the next year.

FORM - I

APPLICATION FOR REGISTRATION

[See rule 25 (1)]

1. Name of the Applicant :
2. Father's/Husband's Name :
3. Age/Date of Birth :
4. Permanent Address in full
(with Pin Code) :
5. Place of Residence :
 - (a) Village, District :
 - (b) Place of Birth
(with State, District) :
6. Marital status of the Applicant :
7. Nature of employment :
 - (i) Give Details of employment if
employed under various employers :
 - (ii) Whether daily paid/monthly paid :
 - (iii) Name of employment/post :
8. If employed in any establishment :
 - (a) Name and Address of the
establishment :
 - (b) Total No. of employees in the
establishment :
9. Whether the applicant is a member
of Employees State Insurance Scheme or
Employees Provident Fund Scheme
If so, Membership No. :

Employees State Insurance	:
Employees Provident Fund	:
10. If a self-employed person, place
of work :
11. If a domestic worker or a home
worker, name of the employer,
House name and address :
12. If a contract worker :
 - (a) Name and address of the principal
employer :
 - (b) Name and address of the contractor :
13. Monthly income of the applicant :
14. Whether the applicant is a member
of any existing Welfare Fund :

If yes, the name of the Board and membership number	:
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15. Other information of the Applicant :
 - (a) Religion/Caste :
 - (b) Whether belongs to ST of
Arunachal Pradesh :
 - (c) Whether included in the BPL or
APL (At the time of submission
of this application) :

Affix
Passport
size photo

I.....do hereby declare that I am an unorganized worker as per the Unorganised Worker's Social Security Act, 2008 and all the information furnished by me are true and correct to the best of my knowledge and belief.

Place :

Signature :

Date :

Name :

- Note** : (1) Affix one passport size photo in the applicant and enclose one photo along with the application in a separate cover.
 (2) Enclose proof of age.

FORM - 2

ARUNACHAL PRADESH STATE UNORGANISED WORKERS' SOCIAL SECURITY BOARD

IDENTITY CARD

[See rule 24 (4)]

1. Name and address

Affix
Passport
size photo

2. Registration No.

[Empty box for Registration No.]

3. Date of effect of Registration

4. Age and Date of Birth

5. Employment

Place:
Date:

Signature and Designation of the
Registering Authority

(Office Seal)

By order of the Governor,

Satya Gopal,
Principal Secretary (Labour & Employment)
Government of Arunachal Pradesh,
Itanagar.