

GOVERNMENT OF WEST BENGAL  
Labour Department  
New Secretariat Buildings (12th Floor), 'A'-Block,  
1, K.S. Roy Road, Kolkata - 700 001

No. Labn/1699/ESTT.

Date: 01.12.2020

**NOTIFICATION**

**Sub: Digital Maintenance of Records and Registers in a Single Online Platform under various Labour Laws**

Whereas, a number of registers and records are required to be maintained under various labour laws administered by Government of West Bengal and,

Whereas, these Records and Registers are required to be submitted/produced from time to time by the Business Entities to the authorities physically and/or digitally under various labour laws and,

Whereas, it is recommended in State Business Reform Action Plan, 2021 to ensure provision of maintaining online / digital registers and records under all labour laws applicable in state and,

Whereas, as per Sec. 4 of Information Technology Act, 2000 maintenance of such records and registers shall be deemed to have been satisfied if such information or matter is rendered or made available in electronic form and accessible so as to be usable for a subsequent reference those are statutory requirement according to the provisions of various labour laws.

Now, therefore the Governor in accordance with section 4 read with section 81 of the Information Technology Act, 2000, is pleased to allow maintenance of all statutory registers and records required under various labour laws to be stored online and/or in a Single Digital Platform. The registers and records so maintained shall be subject to scrutiny and inspection by authorities as and when required under the relevant Acts and Rules. This would bring in convenience and ease in doing business in the State.



Additional Chief Secretary  
Labour Department  
Government of West Bengal