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GOVERNMENT OF TAMIL NADU
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# TAMIL NADU GOVERNMENT GAZETTE

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## Part III—Section 1(a)

**General Statutory Rules, Notifications, Orders, Regulations, etc., issued by Secretariat Departments.**

### NOTIFICATIONS BY GOVERNMENT

#### LABOUR WELFARE AND SKILL DEVELOPMENT DEPARTMENT

AMENDMENTS TO THE TAMIL NADU SHOPS AND ESTABLISHMENTS RULES, 1948.

*[G.O. Ms. No.55, Labour Welfare and Skill Development (K2), 2nd July 2024,*
*ஆனி 18, குரோதி, திருவள்ளுவர் ஆண்டு–2055.]*

**No. SRO A-13(e)/2024.**

In exercise of the powers conferred by sub-section (1) of section 49 of the Tamil Nadu Shops and Establishments Act, 1947 (Tamil Nadu Act XXXVI of 1947), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Shops and Establishments Rules, 1948.

AMENDMENTS.

In the said Rules,-

(1) after rule 2, the following rule shall be inserted, namely:-

"2A. **Application for registration of establishment.-** (1) Every application for registration of an establishment shall be made in Form-Y to the Inspector of the area in which the establishment is located.

(2) Every application under sub-rule (1), shall be made online together with a fee of Rs.100/- (Rupees one hundred only) through the designated web portal of the Labour Department.

2B. Issue of registration certificate for establishment.-

(1) The Inspector shall issue registration certificate online in Form-Z within twenty four hours from the time of making of the application under rule 2A.

(2) A Register of establishments shall be maintained by the Inspector in Form-ZA.

2C. **Intimation of existing establishments**.- The employer of every establishment in existence on the date of commencement of the Tamil Nadu Shops and Establishments (Amendment) Act, 2018 shall furnish online, through the designated web portal of the Labour Department, details of the establishment in Form ZB to the Inspector of the area in which the establishment is located.

2D. **Amendment of Registration Certificate**.- (1) The application for amendment of a registration certificate shall be made online, through the designated web portal of the Labour Department.

(2) The Inspector shall issue a fresh registration certificate online in Form-Z within twenty four hours from the time of making of the application under sub-rule (1).

(2) after rule 6, the following rule shall be inserted, namely:-

"6A. First-aid Facilities.- (1) In every establishment, First-aid box shall be provided at the rate of not less than one box for every one hundred and fifty persons or part thereof ordinarily employed and shall be maintained so as to be readily accessible during all working hours.

(2) The first-aid box shall be distinctively marked with a red cross on a white background and shall contain basic first aid related materials for treating small injuries.

(3) Adequate arrangements shall be made for immediate recoupment of the equipment when necessary";

(3) in rule 18, for the expression "which may extend to fifty rupees", the expression "which may extend to two thousand rupees" shall be substituted;

(4) after Form-X, the following Forms shall be added, namely:-

**"FORM Y**

**[See sub-rule (1) of rule 2A]**

**APPLICATION FOR REGISTRATION.**

| | | | |
|---|---|---|---|
| 1. | Name of the Establishment | : | |
| 2. | Nature of business | : | |
| 3. | Address of Establishment | : | |
| 4. | Telephone No. | : | |
| 5. | Email ID | : | |
| 6. | Details of constitution<br>[Society/Trust/Company/Proprietorship/ Partnership] | : | |
| 7. | Name of Owner/Proprietor/Employer/Partner/Manager/ Authorised person | : | |
| 8. | Residential Address of employer with proof of address (Aadhar/ Driving Licence/Ration Card/Voter ID card/Passport) | : | |
| 9. | No. of employees ordinarily to be employed<br>(including contract workers)<br>a) Men<br>b) Women<br>c) Young person<br><br>Total | : | |
| 10. | Whether Name Board of the establishment exhibited in Tamil as prescribed in rule 15 (upload the photograph of name board exhibited in the establishment in proof) | : | Yes/No. |

I/ We hereby certify that the information furnished above is complete and true to the best of my/our knowledge and in case any information proved to be false, I/We would be liable for legal consequences thereof.

Name & signature of Employer / authorized signatory

Station:

Date:

Office Seal:

**FORM - Z**

[*See* sub-rule (1) of rule 2B and sub-rule (2) of rule 2D]

**REGISTRATION CERTIFICATE**

Registration Number S. No. (as assigned in Register)

(TN-Dist Code-Office Code-Four digit number)

Certified that (Name & Address of the Establishment) ……. is registered as a shop / establishment in the Register of Shops and Establishments and that (Name of the employer), employer of the Shop / Establishment is permitted to employ not more than _____ employees (including contract workers).

Dated:

Signature of the Inspector

AMENDMENTS.

| *S. No* | *Details of Amendments made* | *Signature of the Inspector* |
|---|---|---|
| (1) | | |
| (2) | | |
| (3) | | |
| (4) | | |

**FORM - ZA**

[See sub-rule (2) of rule 2B]

**REGISTER OF SHOPS AND ESTABLISHMENTS**

| *Serial Number.* | *Whether application in Form Y or intimation in Form ZB received by the Inspector.* | *Date of Receipt of application / intimation by the Inspector* | *Name of the employer/person in whose name the registration certificate is issued.* | *Name of the shop or establishment.* | *Address of the shop or establishment with contact No.* | *Maximum number of employees employed or to be employed.* | | | | *Mode of fee payment and amount paid in rupees* | *Number and date of the registration certificate issued.* | *Remarks.* | *Name of Inspector / Issuing authority.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | *M* | *F* | *Young Person* | *Total* | | | | |
| *(1)* | *(2)* | *(3)* | *(4)* | *(5)* | *(6)* | *(7)* | *(8)* | *(9)* | *(10)* | *(11)* | *(12)* | *(13)* | *(14)* |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

**FORM ZB**

[See rule 2C]

**INTIMATION BY EXISTING ESTABLISHMENT.**

| | | | |
|---|---|---|---|
| 1. | Name of the Establishment | : | |
| 2. | Whether ten or more persons employed, and the establishment exists on the date of commencement of the Tamil Nadu Shops and Establishments (Amendment) Act, 2018 | : | Yes/ No |
| 3. | Nature of business | : | |
| 4. | Address of Establishment | : | |
| 5. | Telephone No. | : | |
| 6. | Email ID | : | |
| 7. | Details of constitution<br>[Society / Trust / Company / Proprietorship / Partnership] | : | |
| 8. | Name of Owner/Proprietor/Employer/Partner/Manager/ Authorised person. | : | |
| 9. | Residential Address of employer with<br>proof of address (Aadhar / Driving Licence / Ration Card/ Voter ID card/ Passport) | : | |
| 10. | No. of employees ordinarily employed (including contract workers)<br>a) Men<br>b) Women<br>c) Young person<br>Total | : | |
| 11. | Whether Name Board of the establishment exhibited in Tamil as prescribed in rule 15 (upload the photograph of name board exhibited in the establishment in proof) | : | Yes/No. |

I/We hereby certify that the information furnished above is complete and true to the best of my/our knowledge and in case any information proved to be false, I/We would be liable for legal consequences thereof.

Name & signature of Employer /
authorized signatory

Station:

Date:

Office Seal:

KUMAR JAYANT,
*Additional Chief Secretary to Government.*

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