

**Administration of  
Dadra and Nagar Haveli, U.T.  
Labour Department  
Silvassa**

No. LEO/ ID- card / 1172/2018

Date: 22/08/2018

**Read:** Order No. ADM/LAW/84/2008/1774 Dated 01/08/2018 of the Hon'ble District Magistrate, Dadra and Nagar Haveli, Silvassa.

**C I R C U L A R**

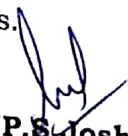
The workers/employee's employed in various Industrial Establishments/ Labour Contractors have time and again raised demand regarding issue of identity cards with actual date of joining. The Labour Department has time and again directed the industrial establishments/ Labour Contractor's to issue identity cards to the workers/ employee's employed with them. However, various instances have been noted where identity cards have not been issued to the workers/ employees overlooking the instructions given by the undersigned.

The Hon'ble District Magistrate has recently issued order dated 01/08/2018 (copy enclosed) directing all the contractors / industrial owners to inter alia issue identity cards to their employees informing concerned Police stations.

The U.T. Administration vide Notification dated 09/12/2005 has prescribed in the Model Standing Orders, that every worker shall be issued identity cards containing requisite details of the workmen by their employers.

It is noticed that despite issuing repeated instructions to you by the Labour Department and the order being issued by the Hon'ble District Magistrate from time to time, many Industrial Establishment/ Labour Contractors have not issued identity cards to your employees flouting the directions of the Administration.

In view of the above it is requested to provide details of identity cards issued as per enclosed Annexure - I & II within fifteen days.

  
**(P.S. Joshi)**  
Labour Enforcement Officer,  
Dadra and Nagar Haveli,

To,  
All Industrial Establishment / Labour Contractor,  
Through their respective Industrial Associations,  
Dadra and Nagar Haveli.

**Copy to :-**

- (1) The P.A. to Hon'ble Collector/ Labour Commissioner, Dadra and Nagar Haveli, Silvassa
- (2) The P.A. to RDC (K) / Deputy Labour Commissioner, Dadra and Nagar Haveli, Silvassa
- (3) All Industries Associations, Dadra and Nagar Haveli, Silvassa with a request to inform their members.

O R D E R

WHEREAS, a large number of employees are working in various industrial units in the U.T. of Dadra and Nagar Haveli and it is observed that the workers in general don't have proper identity cards, therefore, it becomes difficult to identify them at the time of any untoward incident.

Therefore I, Kannan Gopinathan, District Magistrate, Dadra and Nagar Haveli in exercise of the powers conferred upon me by Section 144 of Code of Criminal procedure, 1973 (No. 2 of 1974) do hereby order that all the Contractors/Industrial Owners should keep details of identity proof and also issue Identity Cards to their employees & inform concerned police stations accordingly.

This order shall come into force with the immediate effect. This order will be in force from 05.08.2018 to 03.10.2018 (both days inclusive).

Any person contravening this order shall be punishable under Section 188 of the Indian Penal Code.

As the Notice cannot be served individually to all Contractors / Industrial Owners, the order is hereby passed. It shall be published for the information of public through Press and by affixing copies on the notice board of the office of Labour Enforcement Officer, Dadra and Nagar Haveli, including the office of the IGP, Superintendent of Police, Sub Divisional Police Officer, all Police Stations/Outposts/SFO Silvassa Municipal Council and District Panchayat, Dadra and Nagar Haveli.

*[Handwritten signature]*



*[Handwritten signature]*  
(Kannan Gopinathan)  
District Magistrate  
Dadra and Nagar Haveli,  
Silvassa.

ग्राम प्रवर्तन अधिकारी

आवक सं. 2157

तारीख 1/8/18

Copy fd:w.c.s. for information and necessary action:-

1. P.S. to Hon'ble Administrator, DNH, Silvassa.
2. Deputy Inspector General of Police, Daman & Diu, and Dadra Nagar Haveli, Silvassa.
3. Superintendent of Police, DNH Silvassa.
4. Resident Deputy Collectors, Dadra and Nagar Haveli, Silvassa/Khanvel
5. The Sub Divisional Police Officer, Dadra and Nagar Haveli, Silvassa
6. President, Municipal Council, Dadra and Nagar Haveli with 2(Two Copies) and request to paste one copy of the order on the Notice board.
7. The President, District Panchayat, Dadra and Nagar Haveli with a request to paste one copy of the order on the Notice board.
8. Labour Enforcement Officer, Dadra & Nagar Haveli, Silvassa with direction to circulate.
9. The Chief Publicity Officer, D&NH Silvassa for wide publicity in the press.
10. All in-charge Police Stations/Out Posts of Dadra and Nagar Haveli, for pasting one copy of order on the notice board.
11. The President, Silvassa Industries Association, Silvassa with request

**ANNEXURE - I**

<b>Sr. no.</b>	<b>Name of Industrial Establishment</b>	<b>Address with Phone Number</b>	<b>Total Number of employees on company pay roll</b>	<b>Number of employees having bank account</b>	<b>Number of employees Issued Identity Cards</b>	<b>Number of employees not issued Identity Cards</b>	<b>Remarks if any</b>

Signature of Responsible Person

**ANNEXURE - II**

Sr. no.	Name of Contractor	Address with Phone Number	Total Number of contract workers	Number of workers having bank account	Number of workers Issued Identity Cards	Number of workers not issued Identity	Remarks if any

Signature of Responsible Person