

## Process Flow

Approval Flow		
<i>Step No.</i>	<i>Designated Authority</i>	<i>Process Description</i>
1	LDA/UDA	Submission of application in Form IV, accompanied by Form V signed by the Principal Employer and Treasury Receipt showing payment of prescribed security deposit and fees at the District Labour Office.
2	Deputy/Assistant Labour Commissioner (DLC/ALC)	Licensing Officer notes date of receipt of the application and grants acknowledgement to the applicant.
3	Deputy/Assistant Labour Commissioner	If there is no ground for rejection of the application for a Licence, the Licensing Officer shall issue a Licence in Form VI to the applicant.