

CHAPTER - 8

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS:

8.1 All the proposals emanating from the sub-offices are submitted to the Commissioner of Labour through various sections of the Labour Commissionerate viz., Labour Laws Administration Section, Employment and Training Section, Secretariat Section, Establishment Section and Accounts / Budget Section.

8.2 Matters relating to administration of labour laws are routed through labour laws administration section and those pertaining to Employment Exchange, I.T.Is and Technical Office are routed through the Employment and Training Section. Service matters are routed through the Secretariat Section. Proposal relating to internal establishment matters and stores are routed through Establishment Section. Matters pertaining to Accounts / Budget are routed through the Accounts/Budget Section. The Labour Laws Administration Section is headed by Superintendent (Technical) and the Secretariat Section, Establishment Section & Accounts / Budget Section is headed by a Superintendent. The Employment and Training Section is headed by an Assistant Employment Officer (Hqs.). The Court Section is headed by Assistant Inspector of Labour .

8.3 The immediate supervisory officer for Secretariat and Court Section is Deputy Labour Commissioner and that of Establishment, Accounts / Budget Section is Senior Accounts Officer. In respect of Labour Laws Administration Section and Employment and Training Section the immediate supervisory officer is Assistant Director (Employment & Training) .

8.4 The final authority to vet a decision in respect of financial matters is as per the re-delegation of financial powers to Secretaries, Heads of Departments and Heads of Offices issued vide G.O. Ms. No. 59/2003/F3, dt. 11-02-2003 of Finance Department, Puducherry. The licences in respect of factories are issued by Chief Inspector of Factories & Boilers, Puducherry. The Registration Certificate in respect of Trade

Unions are issued by the Registrar of Trade Unions. The Registration Certificate under the Contract Labour (Regulation & Abolition) Act, 1970 is issued by the Deputy Labour Commissioner - cum - Registering Officer. The licence under the said Act is issued by Labour Officer (Enforcement), Puducherry for Puducherry, Mahe & Yanam regions and by Labour Officer, Karaikal in respect of Karaikal region. The Registration Certificate in respect of Shops & Establishments, Motor Transport Undertakings are issued by the Assistant Inspectors of Labour of the area concerned. In respect of Labour Laws matters pertaining to seeking permission for lay-off, retrenchment, issue of certificate for recovery of money due, reference of disputes to Labour Courts / Industrial Tribunals, the Secretary to Govt. is the final authority. In respect of permission seeking closure of industries and for prosecution regarding violation of labour laws, the Lieutenant Governor, Puducherry is the final authority.

8.5 In so far as the Pondicherry Unorganised Labourers' Welfare Society is concerned the final authority to vet a decision is the Governing Body and in respect of Pondicherry Building and Other Construction Workers' Welfare Board is concerned the final authority to vet a decision is the Board.