

**USER MANNUAL FOR
REGISTRATION THROUGH
LMS/MAITRI PORTAL**

Procedure:

1. Click on Create Employer User Profile on the LMS Portal (lms.mahaonline.gov.in)
2. You will be redirected to the Maharashtra Industry, Trade & Investment Facilitation Cell's Portal (MAITRI) i.e. <https://maitri.mahaonline.gov.in/Registration/Registration>

The screenshot displays the LMS Portal interface. At the top, the Maharashtra Government logo and 'Labour Department Registration / Licence Management System' are visible. The main content area is divided into several sections:

- Download Fees Structure under various labour laws:** A list of five labor laws including the Contract Labour Act, 1970, and the Inter-State Migrant Workmen Act, 1979.
- List of Documents:** A section for downloading various forms and documents.
- Track Your Past Inspection:** A section for tracking inspection records.
- Login to your Account:** A central section with a 'Login' button and a red box highlighting the 'Create Employer User Profile' link. Below it are links for 'Forgot Password' and 'Forgot UserName'.
- Download Digital Signature validation process:** A link for downloading the digital signature validation process.
- User manual for Shop and Establishment Intimation service:** A link for downloading the user manual for shop and establishment intimation services.
- Download User Manual for Shop, CL & PE:** A link for downloading the user manual for shop, contract labour, and piecework.
- User Manual for Registration and Renewal of Boiler/Economiser:** A link for downloading the user manual for boiler and economiser registration and renewal.
- User Manual for Factory Form27:** A link for downloading the user manual for factory form 27.
- User Manual for Inter State migrant Services for labour dept:** A link for downloading the user manual for inter-state migrant services.
- CSC Center List:** A link for downloading the CSC center list.
- Frequently Ask Question:** A link for frequently asked questions.

On the right side, there is a banner for the 'दुकान नोंदणीची आता नको दिरंगाई, ऑनलाईन पध्दतीने सारे कामकाज त्वरित होईल!' (No more delay in shop registration, all work is done quickly through online methods!). The banner includes the website URL www.aaplesarkar.mahaonline.gov.in and contact information: 022 2657 0815 | 022 2657 2929 | 022 2657 2518.



REGISTRATION Back to Login

Name Of The Entity *

Type of Constitution *

Select Constitution

Applicant's Full Name *

Applicant's Designation in Firm *

Select Designation

Applicant's PAN

Applicants Aadhar (UID)

Entity PAN *

Entity TIN

Applicant's correspondence Address

Plot / Gut / Survey / Gala No. *

Address Line 1 *

Address Line 2

State (राज्य) *

---Select State---

District (जिल्हा) *

---Select District---

Taluka (ता.दु.का)

---Select Taluka---

Village (गाव)

---Select Village---

PinCode (पिन कोड) *

Mobile Number *

Send OTP

Enter OTP *

Create User Name *

Password *

Confirm new password *

Applicant's Email ID *

Send OTP

Enter Email OTP *

Try another
Enter the text
you see above:

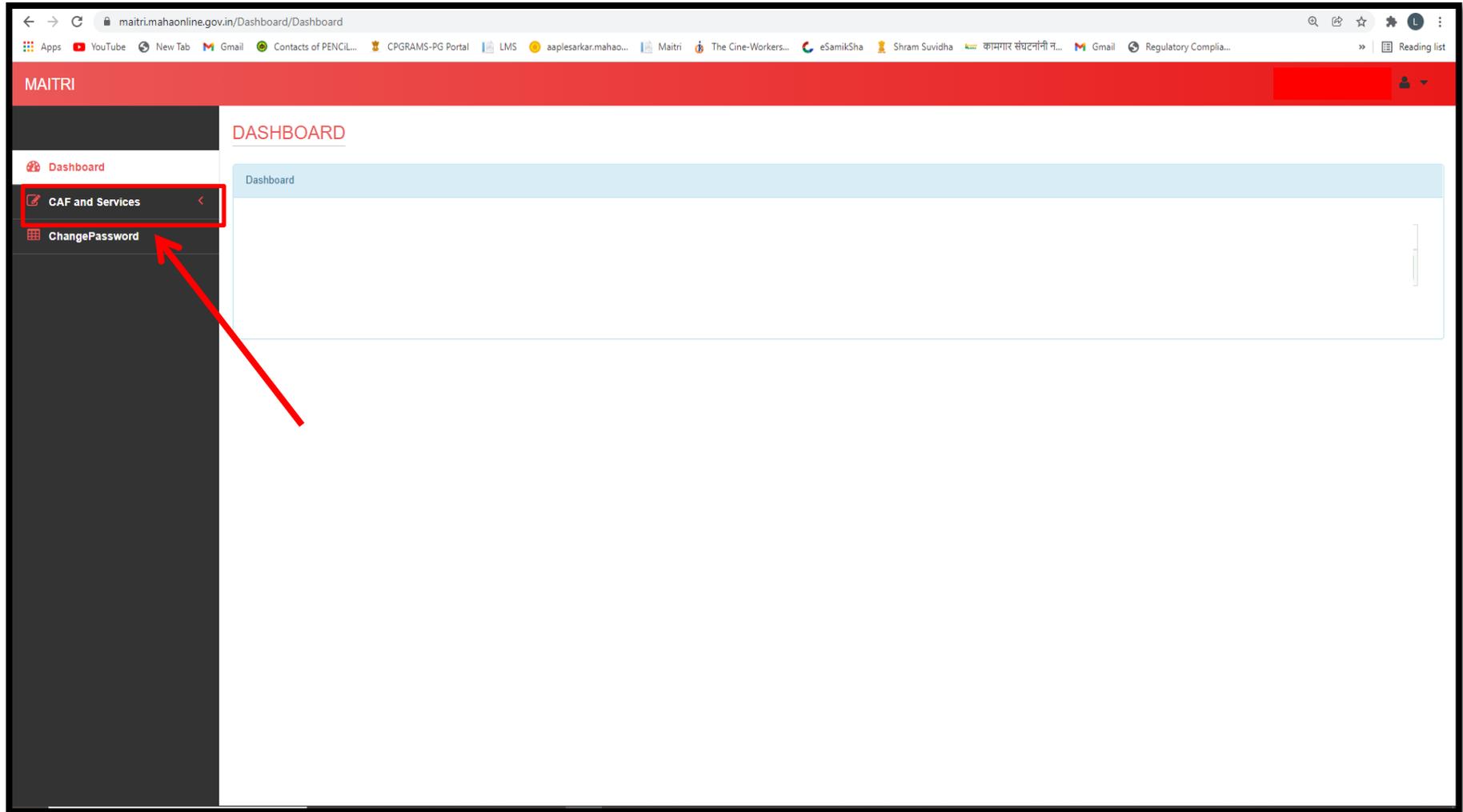
Password must contains one digit from 0-9, and contains atleast one lowercase characters and one uppercase characters. Must contains one special symbols in the list #!% and Password length atleast 7 character and maximum 20 character. Example- Maitri@123

All existing users of the MIDC/MPCB/LMS system must either use their existing accounts or must apply with a new email address to MAITRI

Register

Procedure:

3. Kindly register yourself on the MAITRI Portal and login through the MAITRI portal using the User Name & Password you entered while registering.
4. Fill in the CAF (Common Application Form) and pay the required amount



Procedure:

5. After filing up the CAF Form, Click on the **Services Provided Tab** and then select the **Labour Department**
6. Select the required service and proceed further. You will be redirected to LMS portal

The screenshot shows the MAITRI portal interface. The browser address bar displays 'maitri.mahaonline.gov.in/Status/Services'. The left sidebar contains navigation options: Dashboard, CAF and Services (selected), 1. CAF, 2. Services Provided (highlighted in red), and ChangePassword. The main content area is titled 'Services' and has two tabs: 'Services Available' (active) and 'Services Applied'. Below the tabs, there is a section 'Apply for Services' with a prompt: 'Click on a department name below to view its offered services'. Two department names are listed: 'Maharashtra Pollution Control Board' and 'Labour Department' (selected). Under the 'Labour Department', a table lists various services with 'Apply' buttons.

Service Name	Link
1) Registration under Shops and Establishments Act, 1948	Apply
2) Renewal under Shops and Establishments Act	Apply
3) Registration under Building & other Construction Workers (BOCW) Act, 1996	Apply
4) Motor Transport workers act, 1961 Registration	Apply
5) Registration of establishments under the Interstate migrant workmen Act, 1979	Apply
6) Registration & License under Contract Labour Act 1970	Apply
7) Registration of Principal employers establishment under the Contract labour Act, 1979	Apply
8) Renewal of Contract Labour Permission	Apply
9) Amendment of Principal employers under contract labour act	Apply
10) Bond and Clear workers act, 1966 Registration	Apply



- Home
- Steam Boiler
- Shop and Establishment Application
- Principal Employer Registration
- Contractor Licence
- Inter-State Migrant Establishment Registration
- Factory Licence
- Building and Other Construction Registration
- Migrant Labour Contractor License
- Consolidated Annual Return Form
- Motor Establishment

Advance Search

Department	Services	Application ID	
<input type="text" value="SHOP"/>	<input type="text" value="--Select Service--"/>	<input type="text"/>	<input type="button" value="Search"/>

No Records Found

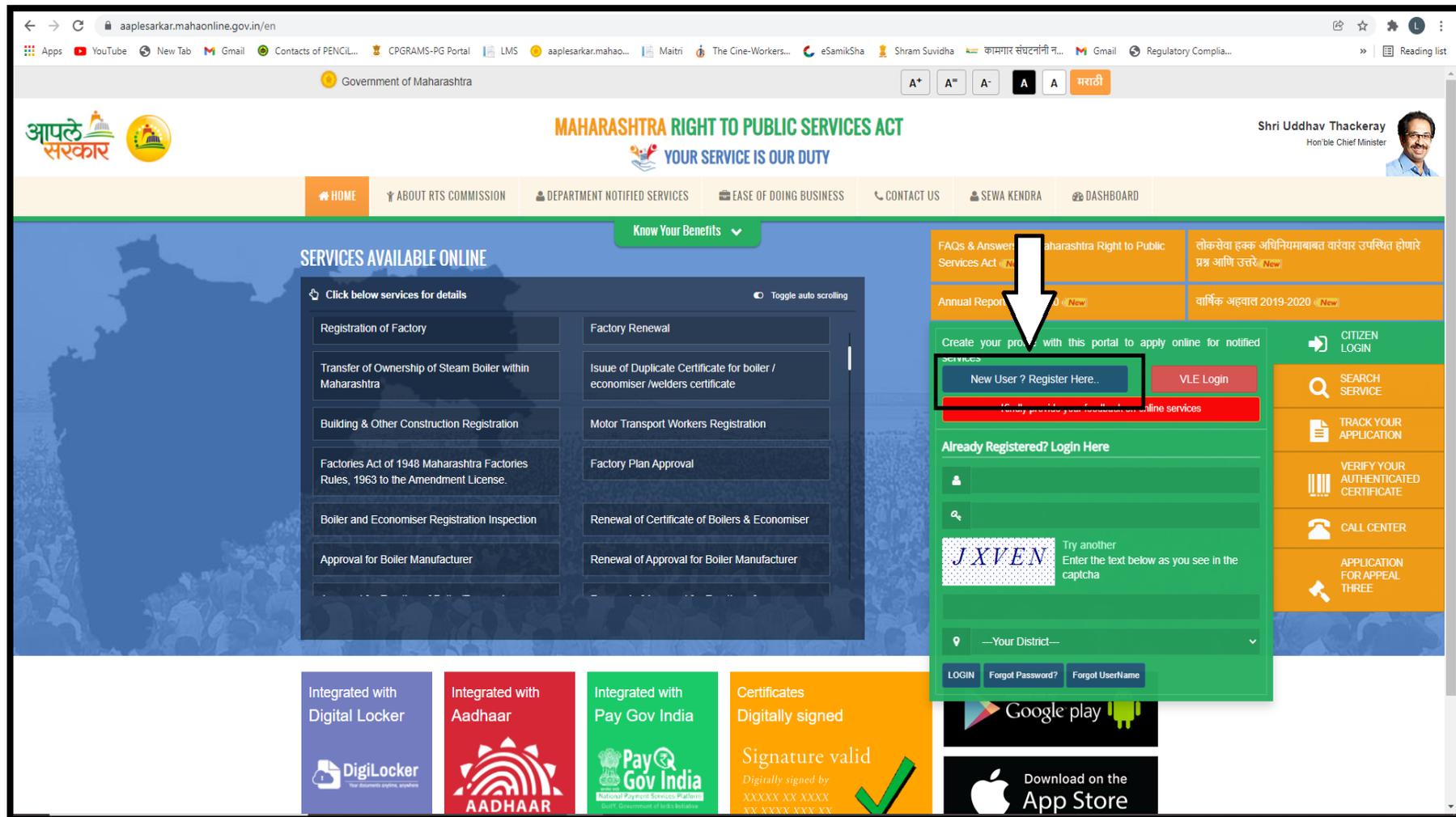
Total Records 0 Page: 1 of 0



**USER MANNUAL FOR
REGISTRATION THROUGH
AAPLE SARKAR PORTAL**

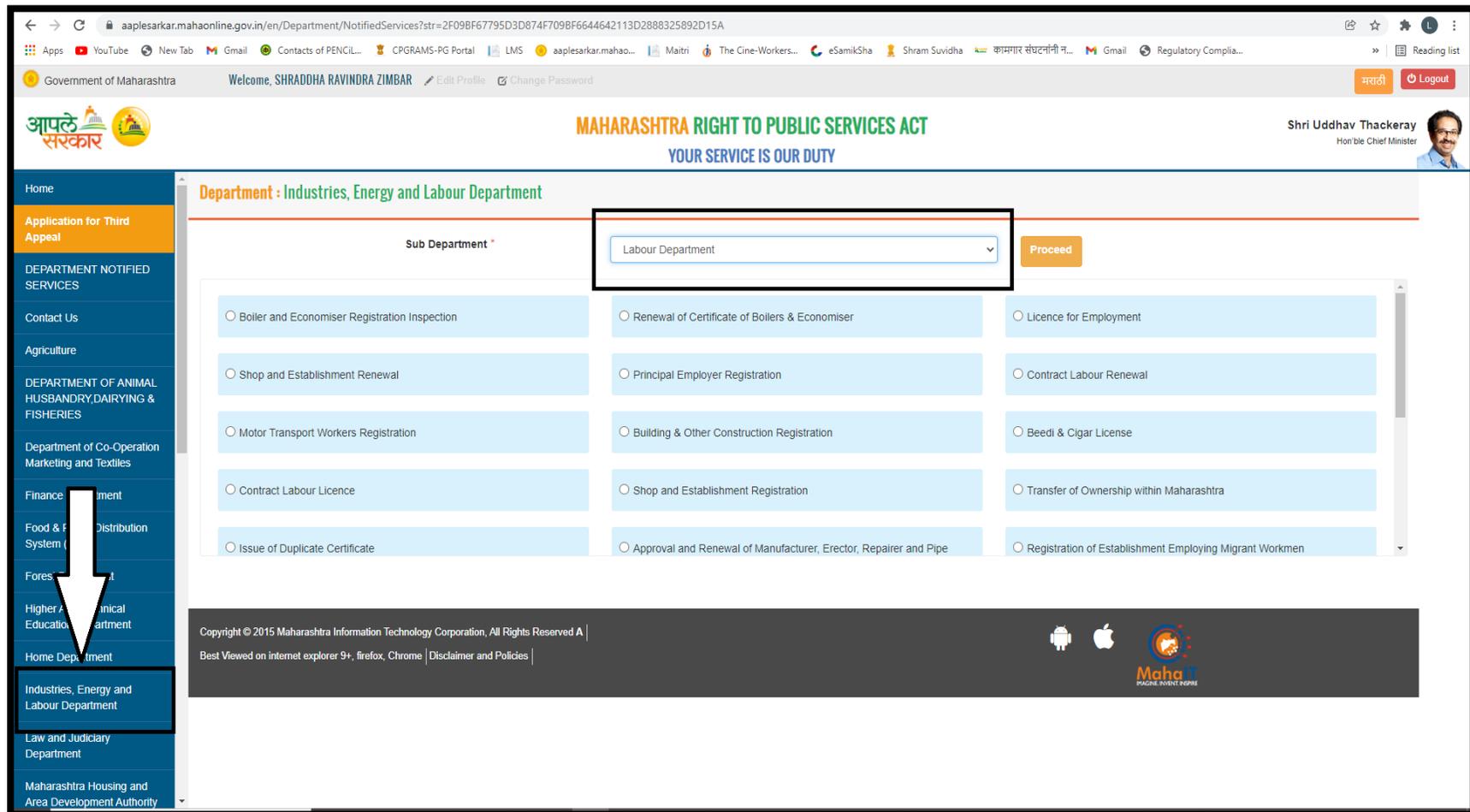
Procedure:

- i) Register on Aaple Sarkar Portal by clicking on 'New User Register here
- ii) After registration, Log in the portal using the credentials created



Procedure:

- iii) Locate and select **Industries, Energy & Labour Department** on the Left hand side and Select 'Labour Department' as Sub Department
- iv) Select the required service and proceed further (In case the name of your desired service is not mentioned, select any of the services and proceed)



Procedure:

v) You will be redirected on the LMS portal, select the required service displayed on the left hand side and fill up the required form.

The screenshot shows the Labour Department Registration / Licence Management System (LMS) portal. The browser address bar indicates the URL is ims.mahaonline.gov.in/Forms/Home. The page header includes the Labour Department logo and the text "Registration / Licence Management System".

The left sidebar menu contains the following items:

- Home
- Steam Boiler
- Shop and Establishment Application
- Principal Employer Registration
- Contractor Licence
- Inter-State Migrant Establishment Registration
- Factory Licence
- Building and Other Construction Registration
- Migrant Labour Contractor License
- Consolidated Annual Return Form
- Motor Establishment

The main content area features an "Advance Search" section with the following fields:

- Department: SHOP
- Services: ---Select Service---
- Application ID: [Empty field]
- Search button

The search results area displays "No Records Found" and pagination controls:

Total Records 0 Page: 1 of 0 [First] [Previous] [Next] [Last] 10

The footer contains the text: "Disclaimer and Policies Copyright © 2015 Labour Department. All Rights Reserved." and the Moho logo.

For Queries, Kindly Contact Support Desk

Landline Number: 022 2657 2929/ 0815/ 2518

Email ID: helpdesk.lms2020@gmail.com