Procedure for renewal under Factories Act, 1948

Step 1: Click on Register Now

Step 2: Click on Already Registered User then select Factories Act,1948 and enter Licence No. of factory then click on search.

Note: If record not found error appears, try entering licence number with space (e.g. NDA 000) or with dash (e.g. NDA-000) or without space (e.g. NDA000)
Step 3: Click on Register Now. Fill Member Registration form and submit to create ID & Password.
Step 4: Now Login into website and click on renewal after selecting act, enter licence no. then fill renewal form and click on calculate fee. Then click on update.

Step 5: Click on Payment and then click on Payment for Inspection/ Renewal
Step 6: Choose payment mode and proceed. After making payment, upload scanned Challan copy and fill payment details and then click on submit payment detail.