



Citizen's/Client's Charter

For

**LABOUR WELFARE ORGANISATION (LWO)
Directorate General Labour Welfare
GOVERNMENT OF INDIA
MINISTRY OF LABOUR & EMPLOYMENT**

Address: Jaisalmer House, 26, Mansingh Road, New Delhi-110011

Date of issue: November, 2020

Next Review: October, 2021

Vision

Enhancing Welfare and Social Security Measures for unorganized sector workers

Uplift of the workers engaged in Beedi, Cine and certain Non-Coal Mining Industries.

Mission

Improving the living condition of the workers and their families by providing various welfare facilities formulated by the Ministry of Labour& Employment

Main Services/Transactions

Sl. No.	Services / Transactions	Weight %	Responsible person (Designation)	E-Mail	Phone No.	Process	Document Required	Fees
1.	Providing Scholarships/ Financial Assistanc to Beedi /Mine/Cine Workers under the Educational Scheme	30	1.WC, Ranch	1.wcrlwo-jhr@nic.in	1.0651-2481005	Issue guidelines/Schemes formulated by the ministry	Not Applicable	NA
			2.WC, Raipur	2.wcraipur.cg@nic.in	2. 0771-2282409	Advertisement in daily newspaper for inviting online application	Not applicable	
			3.Sh.Ram Chandra Jakhar, AWC	3. wcc.ahd-mole@gov.in	3. 079-27682888	Receive online applications through head of institution to WCs	Applications with supporting documents to head of institution	
			4.WC Allahabad	4. wcaald@rediffmail.com	4. 0532-2400960	Examination/scrutiny of the applications by WCs. Authenticated data will be uploaded on NeSP.	Not Applicable	
			5. WC Bhubaneswar WC	5. Lwobbsr.od@gov.in	5. 0674-2557220			
			6. Guwahati, AWC, Guwahati	6. Wc-guwahati@gov.in	6. 0361-2222133			
			7. WC Dheradun	7. wccddn@gmail.com	7. 0135-2752787	After Account validation by NSP/PFMS payment files will be pushed by WCs	Not Applicable	
			8. WC Patna WC Tiriunelveli	8. wcpatna@gmail.com	8. 0612-2565333	DGLW office will process for sanction and payment file for payment.	Not Applicable	

			9. WC Nagpur	9. wcngp-labour@nic.in	9. (0712) 2510474	DDO WCs will process for online bills thereafter,PAO, New Delhi will pass payment directly to the beneficiaries account through DBT.	Not Applicable		
			10. WC Kannur	10. wckannur.ker@nic.in	10. 0497 2700995				
			11. WC Ajmer	11. <u>wcajmer-rj@nic.in</u>	11. 0145-2425119 2425121 2425092				
			12. WC Hyderabad	12. wclwohyd@nic.in	12. 040-24601297				
			13. WC Jabalpur	13. <u>Sbd2020@rediffmail.com</u>	13. 0761-2626021				
			14. WC Kolkata	14. <u>wcc.lwokol-wb@gov.in</u>	14. 033-22836411				
			15. WC Bangalore	15. <u>wclwobl-ka@nic.in</u>	15. 080-23471406; 080 23477491				
			16. Welfare Commissioner , (Central) , Chandigarh	16. <u>wc-chandigarh@chd.nic.in</u>	16. 0172-2743203				

2.	To provide health care facilities to beedi/Mines/Cines Workers and their family member	40	Same as above	Same as above	Same as above	Issue guidelines/schemes formulated by the Ministry.	Not Applicable	NA	NA	NA
						Provide treatment to the beneficiaries in dispensaries/hospitals in the area.				
						Reference from dispensary to Govt. recognized hospitals.				
						Permission by WCs on reference from dispensary to Govt. recognized hospitals for undergoing treatment of beneficiary under health schemes for operations in referral/specialized hospitals	The application and documents			
						Reimbursement of the expenditure	Payment receipt			

3.	To provide housing assistance to beedi/Mines/Cines workers	30	Same as above	Same as above	Same as above	Issue guidelines of Revised Integrated Housing Scheme 2007 and Revised Integrated Housing Scheme-2016 formulated by the Ministry.	Not applicable	NA	NA	NA
						(1)Receipt and Examination of proposal by the WCs (2) Issue of Sanction order by the WCs. (3) Release of subsidy to applicant (Beedi, and Non coal mine workers)	All documents prescribed as per check list under the scheme.			
							Utilization Certificate/Completion certificate by the WCs			

Service Standards

S.No	Service Transaction	Weight	Success Indicators	Service Standard	Unit	Weight	Data Source
1.	Providing Scholarship/Financial assistance under the Educational Schemes.	30	Number of Scholarships sanctioned for children of beedi, LSDM, IOMC, Cine and Mica workers.	240*	Days	30	WC,s records
2.	To provide health care facilities to beedi workers and their family members	40	Number of patients availed health care facilities in the LWO, Hospitals and Dispensaries.	Same day	Days	40	WC's records
3.	To provide housing assistance to beedi LSDM, IOMC, Cine, and Mica workers First Installment, second installment and third installment	30	Average time taken for release of subsidy after receipt & examination of proposals complete in all respect and after physical verification.	90 *	Days	30	WC's records

***Since October, 2018 onwards the scheme diverted into PMAY under the Ministry of Housing & Urban Affairs.**

Grievance Redress Mechanism

S.no	Name of the Public Grievance Officer	Helpline Number	E mail	Mobile Number
1.	Welfare Commissioner, Ranchi ShramBhawan, P.O. Doranda, Distt., Ranchi-834002(Jharkhand)	(0651-2481005)	Wcr1wo-jhr@nic.in	9431381055
2	Welfare Commissioner, RAIPUR R-16, Anupam Nagar, Near T.V Tower, Raipur-492007(CG)	0771-2282409	wcraipur.cg@nic.in	9440669028
3	Sh.Ram Chandra Jajkhar, Asst. Welfare Commissioner, Office of the Welfare Commissioner, B.D.Patel House, 5 th Floor, Naranpura Road, Ahmedabad. – 380 014 Sh. DharmveerMourya, Welfare Administrator, Office of the Welfare Commissioner, B.D.Patel House, 5 th Floor, Naranpura Road, Ahmedabad. – 380 014	079-2768 2888	wcc.ahd-mole@gov.in	8112202771 9460071224
4	Welfare Commissioner, Allahabad 1 st & 2 nd floor Kendriya Sadan Civil Lines Prayagraj-211001	0532-2400960/2400961	wcald@rediffmail.com Chandra.deo@gov.in	9324293157
5	SmrutiPravaSahoo, Welfare Administrator, LWO, BBSR	0674-2557220	Smrutisuman_2007@rediffmail.com	9438125645
6	SubrataChakraborti, Welfare Commissioner, 39, SapataSwahid Path, Sarumotoria, Dispur, Guwahati-06	03612222133	wcu-guwahati@gov.in	9433125788
7	Welfare Commissioner, Dehradun 210, Street No. 03, Rajendra Nagar, Dehradun-248001	0135-2752787	wccddn@gmail.com	7781944330

8	Dr. P K Das CMO (SAG) Office of the Welfare Commissioner, Labour Welfare Organisation Patna, Karpuri Thakur Sadan, 5 th Floor (D- Wing), KendriyaKaryalayaParishar, GPOA, Ashiyana-Digha Road, Patna- 800025 (Bihar)	0612-2565333	<u>wcpatna@gmail.com</u>	7634068230
9	Shri.P.L.Rajendran., Welfare Commissioner, Labour Welfare Organization, 8/2-A, Saint Thomas Road, High Grounds, Palayamkottai, Tirunelveli - 627011	0462-2578266	<u>dwclwotvl@gmail.com</u>	9444168146
10	SHRI PARAG SANTOSH DAOO ASSISTANT WELFARE COMMISSIONER	07122510200	wcngp- labour@nic.in	9404748771
11	<i>K Shekar</i>	0497 2700995	Wckannur.ker @nic.in	9036793330
12	<i>Sh. N.M Shetty</i> Welfare Commissioner(C) B-114 GodawariBhawan, Jatiya Hills, Data Nagar, Ajmer Smt. Nirmla Kanwat Asst. Welfare Commisioner B-114 GodawariBhawan, Jatiya Hills, Data Nagar, Ajmer Sh. Vijay Singh Choudhary Welfare Administrator B-114 GodawariBhawan, Jatiya Hills, Data Nagar, Ajmer	01452425119 01452425092 01452425121	<u>wcajmer-rj@nic.in</u> <u>nirmala.kanwat31@nic.in</u> <u>wadmn-ajm-rj@gov.in</u>	700193962 9913860247 9460066207
13	Welfare Commissioner, Hyderabad O/o Welfare Commissioner, Labour Welfare Organisation, KENDRIYA SADAN, Sultan Bazar, Kothi, Hyderabad – 500 095	040-24601297	wclwohyd@nic.in	9440669028

14	Shri K.J. Mohanty, Deputy Welfare Commissioner (C)	0761-2626021, 2678595	Sbd2020@rediffmail.com	
15	Welfare Commissioner, LWO, Kolkata. <i>Dy. Welfare Commissioner, LWO, Kolkata</i> <i>Dy. Welfare Commissioner, LWO, Dhuliyān, Dist. Murshidābād.</i>	033-22836411	wcc.lwokolwb@gov.in dwc.dhuliyān2019@gmail.com	9337097953 9490976693 6350175221
16	Welfare Commissioner, Bengaluru Shram Kalyan Sadan, 3 rd Cross, 3 rd Main, 2 nd Stage, Yeshwanthpur Industrial Suburb, Tumkur Road, Bengaluru-560 022 (KARNATAKA).	080- 23471406; 080 23477491	wclwoblрка@nic.in	9036793330
17	<i>Dr. R.C Srivastava, Welfare Commissioner(C) Chandigarh</i>	0172- 2743203	wc-chandigarh@chd.nic.in	7781944330

List of Stakeholders/Clients

Sr. No.	
1	Central Ministries/Departments
2	State Governments/UTs Administrations
3	Autonomous Organizations- Employee's provident fund Organization(EPFO), Employee's State Insurances Corporation (ESIC), V.V. Giri National Labour Institute (VVG NLI)and Central Board for Worker's Education (CBWE)
4	All Workers/ Trade Union Organizations
5	All Employers/ Employers Organizations
6	Beneficiaries
7	Dispensaries
8	Group of Housing Society

Responsibility Centers and Subordinate Organizations

Sl. No.	Responsibility Centers and Subordinate Organizations	Landline Number	E-Mail	Address
1.	O/o Welfare Commissioner Labour Welfare Organization, Ranchi Region,	0651-2481005	Wcrlwo-jhr@nic.in	ShramBhawan, Doranda, Ranchi, Jharkhand
2	Dhamtari	07722-240744	modhamtari.lwo-cg@gov.in	Medical Officer Static-Cum-Mobile Dispensary Unit Ministry of Labour & Employment Near Mangal Maratha Bhawan, Bans Para Dhamtari-493 773 (C.G.)
3	Rajnandgaon	07744-222584	morajnandgaon.lwo-cg@gov.in	Medical Officer Static-Cum-Mobile Dispensary Unit Ministry of Labour & Employment PandurangColoney, ModiliyarChal Rajnandgaon-491 441 (C.G.)
4	Raipur	0771-2592850	<u>morairpur.lwo-cg@gov.in</u>	Medical Officer Static-Cum-Mobile Dispensary Unit Ministry of Labour & Employment Laxman Nagar Karma Chowk, Gudhiyari, Raipur (C.G.) 492011
5	Pathariya	7587373645	mopathariya.lwo-cg@gov.in	Medical Officer Static-Cum-Mobile Dispensary Unit Ministry of Labour & Employment Via- Nandini Nagar, Medesara Pathariya490036Distt- Durg (C.G.)
6	Bilha	9893170260	<u>mobilha.lwo-cg@gov.in</u>	Vaidya Govt. Ayurvedic Dispensary Ministry of Labour & Employment Hirri Mines, Hospital, Village- Chhatouna Post Office Hirri Mines Distt-Bilaspur (C.G.)-495222
7	Rajhara-I	07748-286228	morajhara1.lwo-cg@gov.in	Sr. Medical Officer Static-Cum-Mobile Dispensary Unit-1

				Ministry of Labour & Employment Old OPD, Section, Near BSP Hospital Campus Dalli Rajhara-491 228 Balod (C.G)
8	Rajhara-II	07748-286228	morajhara2.lwo-cg@gov.in	Sr. Medical Officer Static-Cum-Mobile Dispensary Unit-1 Ministry of Labour & Employment Old OPD, Section, Near BSP Hospital Campus Dalli Rajhara-491 228 Balod (C.G)
9	Kirandul	94255-59655	mokirandul.lwo-cg@gov.in	Medical Officer Static-Cum-Mobile Dispensary Unit Ministry of Labour & Employment Kirandul-494 556 Distt- Dantewada (C.G.)
10	Bacheli	94255-59655	mobacheli.lwo-cg@gov.in	Medical Officer Static-Cum-Mobile Dispensary Unit Ministry of Labour & Employment Bacheli- 494 553 Distt- Dantewada (C.G.)
11	Nandini Nagar	0781-257046	monandininagar.lwo-cg@gov.in	Vaidya Govt. Ayurvedic Dispensary Ministry of Labour & Employment Shop No.-9, Town Ship Market Nandini Nagar490036Distt- Durg (C.G.)
12	O/o Welfare Commissioner Labour Welfare Organization Allahabad Region, Prayagraj	0532-2400960	wcaled@rediffmail.com	1 st & 2 nd Floor, Kendriya Sadan,34-A, Civil Lines Prayagraj
13	Office of the Deputy Welfare Commissioner, LWO, Barbil	06767-275271	Dwcbarbil.od@gov.in	At- KalyanBhawan Po- Barbil, Dist- Keonjhar, Odisha
14	Medical Officer, Static Cum-Mobile Medical Unit, Agartala, Tripura-799003	NA	drbabuldas@gmail.com	Bordowali Lane No. 2, Opp. Nagarjala Bus stand, P/o. A.D Nagar, Agartala, Tripura- 799003
15	Office of the Welfare Commissioner , Labour Welfare Organisation	0135-2751041	wccddn@gmail.com	Office of the Welfare Commissioner, Govt. of India, Ministry of Labour & Employment, Labour Welfare Organisation

	<i>Dehradun</i>			<i>,83/, Rajendra Nagar , Street No. 10 KaulagarhRoad, Dehradun-248001S</i>
16	<i>Medical Officer, LSDM, Static Dispensary, Sataun (HP)</i>	<i>Dr. VinkeshMehta, Mo Contract Basis Mo. No. 7018229691</i>		<i>Medical Officer, Govt. Of India, Ministry of Labour & Employment , Labour Welfare Organisation, LSDM. Static Dispensary, Sataun Distt. Sirmaur (HP)</i>
15	Medical Officer, Static Cum- Mobile Medical Unit, Gauripur, Dhubri-783331	NA	izaz.alom29@gmail.com	Ward No. 4, Kalabagan, Gauripur, Dhubri-783331
16	LSDM Static Dispensary Sataun (HP)	01704-262425	vinkeshmehta1196@gmail.com	Medical Officer I/C Static Dispensary Unit Ministry of Labour& Employment Sataun, Dist. Sirmour- 173029(HP)
17	O/o Welfare Commissioner Labour Welfare Organization, Patna Region,	0612-2565333	wcpatna@gmail.com	Office of the Welfare Commissioner, Labour Welfare Organisation Patna, Karpuri Thakur Sadan, 5 th Floor (D- Wing), KendriyaKaryalayaParishar, GPOA, Ashiyana-Digha Road, Patna- 800025 (Bihar)
18	Office of the Welfare Commissioner, Tirunelveli	0462-2578266	dwclwotvl@gmail.com	Labour Welfare Organization, 8/2-A, Saint Thomas Road, High Grounds, Palayamkottai, Tirunelveli - 627011
	BWWF Dispensary, Manjeshwar.	Unavailable	n.udanesha@gov.in	Near Majibail Co-operative Bank, Hillside House, Majibail PO., Hosangadi Junction, Manjeshwar, Kasargod-671323
20	BWWF Dispensary, Kasargod.		zaemah.a@gov.in	Co-operative Service Bank Building, Adakthbail, Kasargod-671121
21	BWWF Dispensary, Nileshwar.			11/217, Near NSS Auditorium, PadinhattamKozhuval, Nileshwar PO., Kasargod-671314
22	BWWF Dispensary, Kannur.		pv.hussain@gov.in	Madhava Apartment, ThazheChovva, Near Canara Bank, Thezhukilpeedika, Kannur-670006

27	Beedi Workers Welfare Fund	01462-258180	dangi.bhagwanlal@gmail.com	Medical Officer, Beedi Workers
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23.	BWWF Dispensary, Thalassery.		aslaha.58@gov.in	Melur road, Opp. PanchayatMaidan, Palayad PO., Thalassery – 670661
24	BWWF Dispensary, Kondotty.			Mannaril, Near Hotel Pookodans, Kondotty PO., Malappuram-673638
25	BWWF Dispensary, Guruvayur.		v.vineshkumar@gov.in	Saidu Apartments, Gandhinagar, Near West Nada Guruvayur temple, Thrissur-680101
26	CWWF Dispensary, Trivandrum		Sreejith.thulasee@gov.in	TC-25/3452, Upplam Road, Trivandrum- 695001

	Allopathic dispensary, Beawar.			Welfare Fund dispensary- ParmeshwariBhawan, SendraRoad, BEAWAR, Distt. AJMER-258180
28	Beedi Workers Welfare Fund Allopathic dispensary, Kota.	0744-2387207	dr.sanjeevkwatra14@gmail.com	Medical Officer, Beedi Workers Welfare Fund Allopathic dispensary, Opp. DeenDayal Park, Tipta, Kota-324006
29	Beedi Workers Welfare Fund Allopathic dispensary, Tonk	01432-243856	dr.sanjeevkwatra14@gmail.com	Medical Officer, Beedi Workers Welfare Fund Allopathic dispensary, Opp. Darbar School, Subhash Bazar, Tonk-243856
30	Beedi Workers Welfare Fund Allopathic dispensary, Karoli.	07464-251275	Blmahaswa75@ gmail.com	Medical Officer, Beedi Workers Welfare Fund Allopathic dispensary, House of Sh. Hajarilal Advocate, Chatikana, Karoli- 322241
31	Beedi Workers Welfare Fund Allopathic dispensary, Sujangarh.	01568-220152	sujangarhdispensary@gmail.com	Medical Officer, Beedi Workers Welfare Fund Allopathic dispensary, H/O Smt. Shanti Devi Prajapat, TehsildarkiKui, Sujangarh, distt. Churu-220152
32	Beedi Workers Welfare Fund Allopathic dispensary, Ajmer.	0145-2660849	Santoshkgupta15@gmail.com	Medical Officer, Beedi Workers Welfare Fund Allopathic dispensary, Opp. Bhajanganj Post Office, Bhajanganj, Ajmer- 305001
33	Limestone & Dolomite Mine Workers Allopathic dispensary. Gotan.	01591-23018	Hum211181@gmail.com	Medical Officer, Limestone & Dolomite Mine Workers Allopathic dispensary, JK Road, Opp. Gurdeep Hotel, GOTAN, Distt. NAGORE-230188
34	Limestone & Dolomite Mine Workers Allopathic dispensary, Satalkheri.	9414331680	Saleem99raj@gmail.com	Medical Officer, Limestone & Dolomite Mine Workers Allopathic dispensary, Nr. Hanuman Temple, Ward No. 13, Satalkheri distt. Kota-326519
35	Limestone & Dolomite Mine	9784040280	shankarsodani@gmail.com	Medical Officer, Limestone &

	Workers Allopathic dispensary,Upli Oden.			Dolomite Mine Workers Allopathic dispensary, H/O chuuniLalSuthar, Highway Road,Upli Oden distt. Rajsamand-294265
36	Limestone & Dolomite Mine Workers Allopathic dispensary, Chanderia	9414832732	5499bls@gmail.com	Medical Officer, Limestone & Dolomite Mine Workers Allopathic dispensary, BCW Campus,Chanderiadistt. Chittorgarh-255009
37	Limestone & Dolomite Mine Workers Allopathic dispensary, RAS (Under shifting)	-	-	Medical Officer, Limestone & dolomite Mine Workers Welfare Allopathic dispensary, House No. 382, NatoKa Baas, Post-RAS distt. Pali-306101
38	Mica Mine Workers Welfare Fund Allopathic dispensary, Bagore.	01486-265051		Medical Officer, Mica Mine Workers Allopathic dispensary, Post-Bagore, distt. Bhilwara-265051
39	Beedi Workers Welfare Fund Ayurvedicdispensary,Nasirabad.	01491-220740	Drbharatbhushan257@gmail.com	Vaidya, Beedi Workers Welfare Fund Ayurvedic dispensary, H/O Smt. SaraswatiDevi,GaneshChowk, Palsania Road, Nasirabad, distt. Ajmer-305601
40	Beedi Workers Welfare Fund Ayurvedic dispensarySawaiMadhopur.	07462-234866	beedivaidswm@yahoo.co.in	Vaidya, Beedi Workers Welfare Fund Ayurvedicdispensary,H/O Smt. Savitri Devi, Near Badrinarayan Temple, Sawai Madhopur-234866
41	Beedi Workers Welfare Fund Ayurvedic dispensary,Baran.	07453-231532	Dsuman815@gmail.com	Vaidya, Beedi Workers Welfare Fund Ayurvedic dispensary, H/O Smt. BirdhiBai, Opp-RangmanchMela Ground, Baran-231532

42	Beedi Workers Welfare Fund Ayurvedic dispensary. Bundi	0747-2446024	-	Vaidya, Beedi Workers Welfare Fund Ayurvedic dispensary, Muslim MusafirKhana, BUNDI- 323001
43	Limestone & Dolomite Mine Workers Ayurvedic dispensary, Daroli.	01574-231972	shankarsodani@gmail.com	Vaidya, Limestone & Dolomite Mine Workers Ayurvedic dispensary, JK Udaipur Udyog Factory Campus, Darolidistt. Udaipur.
44	Limestone & Dolomite Mine Workers Ayurvedic dispensary, Chechat	8209665054	drcbkumawat@gmail.com	Vaidya, Limestone & Dolomite Mine Workers Ayurvedic dispensary, H/O Mohd. Jameel, Jugnoo Stone, Chechat, distt. Kota-326518
45	Limestone & Dolomite Mine Workers Ayurvedic dispensary, Atbara.	02960-288221	Ajaysharma15868@gmail.com	Vaidya, Limestone & Dolomite Mine Workers Ayurvedic dispensary, Atbara Via Nayapura, distt. Pali-288221.
46	Limestone & Dolomite Mine Workers Ayurvedic dispensary, Lakheri.	07438-261445	-	Vaidya, Limestone & Dolomite Mine Workers Ayurvedic dispensary, Lakheri Cement Factory Campus, Lakheridistt. Bundia-323603
47	Limestone & Dolomite Mine Workers Ayurvedic dispensary, Sanu.	8764388177	Laxmandeval85@gmail.com	Vaidya, Limestone & Dolomite Mine Workers Ayurvedic dispensary, C/O Sanu Limestone Mines, 53 KM Mile Stone, Sanu, distt. Jaisalmer-212010
48	Central Hospital, Gangapur (Closed)	9680447049	-	Central Hospital, Gangapur, distt. Bhilwara-311801
49	Nizamabad	9440747768	nakka.vrraju@gov.in	Chief Medical Officer Beedi Worker Welfare Fund Dispensary, H.No.3-4-67, Kotagally, NIZAMABAD - 503001 Telangana
50	Hyderabad	9390055545	swarna.namala@gov.in	Medical Officer Beedi Workers Welfare Fund

				Dispensary H.No.1-7-1045/21, Opp: Azamabad Municipal Park Near Ramnagargundu HYDERABAD – 500 020
51	Hyderabad	8143285250	swaroop.sagar@gov.in	Medical Officer Beedi Workers Welfare Fund Dispensary, C/o A.P.Film Federation Office, H.No.A-3- 229/D/89/2, Road No.11, Gayathri Hills Road, Venkatagiri HYDERABAD – 500 045
52	Kurnool	9989290470	kona.kishore@gov.in	Medical Officer Beedi Workers Welfare Fund Dispensary, Qr.No.B/B-91, Opp: B Camp Post Office – KURNOOL – 518 002- Andhra Pradesh
53	Aler	9959510973	nikhila.samala@gov.in	Medical Officer, Beedi Workers Welfare Fund, Dispensary, No.938, Kranthinagar, Beside Police Station, ALER – 501 101, Nalgonda Dt. Telangana
54	Kamareddy	9966704198	Shruti.kj@gov.in	Dr. K. Shruthi Jeevan Medical Officer, Beedi Workers Welfare Fund Dispensary, H.No.1-12- 296/1, Godown road, KAMAREDDY - 503 111- Telangana .
55	Siddipet	9014573541	Laxmi.prasanna@gov.in	Dr. D. Laxmi Prasanna, Medical Officer Beedi Workers Welfare Fund Dispensary, No.12-3-188, Moinpura, SIDDIPET – 502 103 Medak Dt. – Telangana

56	Bheemgal	8309203621	<i>Srikanth.sirigadde@gov.in</i>	Dr. Srikanth Sirigadde , Medical Officer Beedi Workers Welfare Fund Dispensary, No.1368/2, Near RTC Bus Stand – BHEEMGAL – 503 307 Nizamabad Dt. - Telangana
57	Amarchinta	7065211038	yacharapu.ramesh@gov.in	Dr. Y. Ramesh , Medical Officer Beedi Workers Welfare Fund Dispensary, AMARCHINTA – 502 101 Mahaboobnagar Dt. Telangana
	Amarchinta	9618546200	swathi.badam@gov.in	Dr. B.Swathi , Medical Officer Beedi Workers Welfare Fund Dispensary, AMARCHINTA – 502 101 Mahaboobnagar Dt. Telangana
58	Dubbak	9030953385	bajanthri.venkatesh@gov.in	Dr. B. Venkatesh , Medical Officer Beedi Workers Welfare Fund Dispensary, No.11/26/1, Repalle Street, Kothapalli Road – DUBBAK 502 108 Medak dt. Telanagana
59	Musthabad	9597636640	vikramkumar.e@gov.in	Dr. E. Vikram Kumar Medical Officer Beedi Workers Welfare Fund Dispensary, Pothugal Road – MUSTABAD – 505 404 Karimnagar Dt. Telangana
60	Sircilla	9963132958	maheshwara.m@govt.in	Dr. Mheshwara Mahender , Medical Officer Beedi Workers Welfare Fund Dispensary, No.8-3-7/1/A4,Sivanagar SIRCILLA – 505 301 Karimnagar Dt.

				Telangana
61	Kothapally	9550537587	suresh.joga@gov.in	Dr. Suresh Joga , Medical Officer Beedi Workers Welfare Fund Dispensary,H.No.8-53 (old PHC) KOTHAPALLI – 505 451 Karimnagar Dt. Telangana
62	Jagtial	9703366217	togari.anush@gov.in	Dr. T. AnushaRani , Medical Officer Beedi Workers Welfare Fund Dispensary,H.No.1-5-144 Adharshnagar, Opp.to:- Exhibition Ground, Karimnagar Road JAGTIAL – 505 327 Karimnagar Dt. Telangana
63	Koratla	9030394675	madhukar.rajaiah@gov.in	Dr. Rayarakula M. Rajaiah , Medical Officer Beedi Workers Welfare Fund Dispensary, H.No.5-2-38/1, Near New Bus Stand, KORATLA – 505 326 Karimnagar Dt. – Telangana
64	Vetapalem	7032238249	arjun.singuru@gov.in	Dr. Arjunrao Singuru , Medical Officer Beedi Workers Welfare Fund Dispensary,H.No.1/1177/1, Imamnagar, Desapeta Panchayat VETAPALEM – 523 187, Prakasam Dt. Andhra Pradesh
65	Nellore	8247616480	k.v.bhaskar@gov.in	Dr. K.V Bhaskar , Medical Officer Beedi Workers Welfare Fund Dispensary, No.25-1-833, Z.P.Colony

				Podalakur Road, NELLORE – 524 004 Nellore Dt. – Andhra Pradesh
66	Ramayampet	8008945094	rajesh.sola@gov.in	Dr. Rajesh Kumar Sola , Medical Officer Beedi Workers Welfare Fund Dispensary, Near Santhosh Theatre Siddipet Road,- RAMAYAMPET – 502 101, Medak dt. Telangana
67	Warangal	9030701298	suresh.burugu@gov.in	Dr. B. SureshKumar , Medical Officer Beedi Workers Welfare Fund Dispensary, No.18-9-136/1, Near Bommalagudi, Kareemabad Road WARANGAL – 506 002 Warangal Dt. Telangana
68	Kamalapuram	7093886402	priyanka.pl94@gov.in	Dr. Lakshmi Priyana , Medical Officer Beedi Workers Welfare Fund Dispensary,6/87, Angdi Ramaiah St. KAMALAPURAM – 516 289 Cuddapah Dt. Andhra Pradesh
69	Atmakur	9739883839	Rupesh.88@gov.in	Dr. S. Rupesh , Medical Officer Beedi Workers Welfare Fund Dispensary, H.No.7/147-B, Tenkayathopu, - ATMAKUR, Nellore Dt. Andhra Pradesh.
70	Kothakota	8977894467	sudha.kiran90@gov.in	Dr. Konkala Sudha Kiran , Medical Officer Beedi Workers Welfare Fund Dispensary, KOTHAKOTA – 509 381 Mahaboobnagar Dt. Telangana
71	Rayachoti	9703080918	srivatsav.s77@gov.in	Medical Officer Beedi Workers Welfare Fund

				Dispensary,Opp: Ramamandiram Road, Reddy's Colony, RAICHOTI – 516 269 – Cuddapah dt. Andhra Pradesh.
71	Nirmal	9582925265	mahesh.babu88@gov.in	Dr. N. Mahesh Babu , Medical Officer Beedi Workers Welfare Fund Dispensary,1-2-83/33-B, Indira Nagar NIRMAL – 504 106 – Adilabad Dt. Telangana.
72	Srikalahasthi	7981395979	pavan.kumarchs@govt.in	Dr. P. Pavan Kumar , Medical Officer Beedi Workers Welfare Fund Dispensary, 5/234(6) – M.G.Street, SRIKALAHASTHI – 517 644 Chittoor Dt. Andhra Pradesh.
73	Nampally	9848237424	sindura.pillutla@gov.in	Central Hospital for Beedi Workers Besides APSEB Sub Station, Nampally 505 302 Vemulawada(M) Karimnagar Dt. Telangana.
74	Office of the Welfare Administrator, Indore	0731-2703530	wa_indore@rediffmail.com, wa_indore@yahoo.com	Old Income Tax Building, Opp. GPO, Residency Area Indore, (MP) 452001
75	Central Hospital, Sagar	(Dr. Barwa 9425436443) Landline No. is Not Available	wachsagar@yahoo.co.in	Baghraj Ward, District Sagar (MP)
76	O/o Dy. Welfare Commissioner, Central Hospital Dhuliyani		dwc.dhuliyani2019@gmail.com	O/o Dy. Welfare Commissioner, Central Hospital Dhuliyani, PO- Malancha, Dhuliyani, Dist-

				Murshidabad, West Bengal - 742202
77	The Chief Medical Officer, Central Hospital	0821-2451421 / 2451740	NA	Kalyanagiri Nagar, Mahadevapura Road, Mysuru-570029
78	The Medical Officer, Central Hospital	08473-253676	NA	#4-12-93, Ground Floor, Near Kalyanamantapa, Yadgir-585201
79	The Medical Officer, Beedi Workers Welfare Fund Dispensary	080-26756800	NA	No.23/1,Vinayaka Nagar, 3rd Cross, Old Guddadahalli, Mysore Road, Bengaluru-560026
80	The Medical Officer, Beedi Workers Welfare Fund Dispensary	-	NA	1905, KutubGoriMohalla, Kg Nagar, Kolar-563101
81	The Medical Officer, BeediWorkers Welfare Fund Dispensary	08255-233487	NA	Via Farangipet, Thumbe, D.K.- 574143..
82	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0839-2242527	NA	Dr.Mumtaz Complex,45/25, Near Zoo,RadioPark,Cowl Bazar, Bellari-583102
83	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08350-243066	NA	Chakalabbi Building, KadaraKoppa Road, Lokapur- 587122
84	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0816-2272842	NA	No.3048, Shiva Nilaya, 4th Main, Gandhinagar, Tilak Park Police Station Rd, Tumkur-572102
85	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0824-220208	NA	Sannidhi,H.No.3-185/3, 1st Floor,Belma Village, Derlakatte Po-575018
86	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08258-239197	NA	No.10236, VeeraNilaya, Jyothinagar, Moodabidri-574197
87	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08202-580482	NA	No.9-45,B/6(1),1st Floor, Sujatha Building, Ambagilu, UDUPI- 576105
88	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08192-240122	NA	AnandaMandiram, 1st Floor, Near SSK KalyanMantap, HARIHAR- 577601

89	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08251-250133	NA	M/S. Sri Laxmi Arcade, D.No.3-43(2),2nd Floor,Nh-75, Uppinangadi-574241
90	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08255-275045	NA	Bharath Plaza(Near Vijaya Bank), Kalladaka-574 222
91	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08338-221894	NA	No.153/218/A/180b, UbKhazi&IbKhazi Building Ashok Nagar Nippani-591237
92	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08255-282026	NA	Canara Bank Building, Near Bus Stand, Vamadapadavu-574324
93	The Medical Officer, Beedi Workers Welfare Fund Dispensary	-	NA	P.O Kariganur, HospetTq, Bellary Dist.-583223
94	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0824-2275323	NA	No.1-53/12(1), Darbar Hill, Padil, D.K District -575007
95	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08226-223510	NA	No.2/208,Galipura Road, Behind Forest Office, Near AnwarpashaKalyanamantap, Chamarajanagar-571313
96	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08258-235530	NA	1st Floor, Damodar Building, Salmara, Karkala-574104
97	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08251-231223	NA	Masjid Building 1st Floor, PUTTUR-574201
98	The Medical Officer, Beedi Workers Welfare Fund Dispensary	080-27251060	NA	#2269/12,Manjesh Nilaya, 5th Cross,NorthKuvempu Nagar, Behind Grameena Finance Corp., CHANNAPATNA-562160
99	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0824-2273117	NA	Site No.145, 5th Block, Bldg No.5-153A, KATIPALLA-575030
100	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08395-260160	NA	92/1. Ward No.1, Bellary Road, Sandur-583119

101	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0836-2441299	NA	D.No.5231,1st Floor, UmeshwariGanapathiNivas, Shivaji Road, Near Gandhi Chowk, Via Krishnapura Post., DHARWAD-580001
102	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08229-222345	NA	41/125, Murthy Nilaya, Vijaya Extension, Gundlupet-571 111
103	The Chief Medical Officer, Beedi Workers Welfare Fund Dispensary	0824-2259433	NA	Sri Vinayaka Complex, 1st Floor, Main Road, PO Kinnikambla, KAIKAMBA-574151
104	The Medical Officer, Beedi Workers Welfare Fund Dispensary	0836-2242447	NA	RmChatni's Building, P.B Road, Hubli—580024
105	The Medical Officer, Beedi Workers Welfare Fund Dispensary	08135-276123	NA	Old Hospital Road, Assar Mohalla, Sira Town-572137
106	The Medical Officer, Beedi Workers Welfare Fund Dispensary	-	NA	No.185,"Venkatadri" "A" Block, 5th Cross, Mudakere, Vivekananda Layout, MANDYA-571402
107	Welfare Commissioner	07122510474	wcngp-labour@nic.in	CGO Complex, Block C, 2nd Floor, Seminary Hills, Nagpur – 440 006
108	Deputy Welfare Commissioner	02224035976	dwcmbai@gmail.com	Type-I Quarters No. 9 to 12, Central Labour Institute Camps, N.S. MankikarMarg, Sion, Mumbai – 400 022
109	Asst. Welfare Commissioner	07122510200	wcngp-labour@nic.in	CGO Complex, Block C, 2nd Floor, Seminary Hills, Nagpur – 440 006
110	Chief Medical Officer	07109289851	NA	BWWF Dispensary, House No. 2/154, GujriChowk, Near CTO, Kamptee – 441 002
111	Medical Officer	07184256778	NA	BWWF Dispensary, Plot No. 119, Baba Mastan

				Shah Ward, Near Mastan Shah Dargah, Bhandara – 441 904
112	Medical Officer	07183234545	NA	BWWF Dispensary, Gandhi Nagar, Ward No. 16, Tumsar – 441 912
113	Chief Medical Officer	07198253905	NA	BWWF Dispensary, C/o. Dr. BiswasShastri Ward, Station Road, Tirora – 441 911
114	<i>Office of the Welfare Commissioner, Labour Welfare Organisation, Jabalpur Region</i>	<i>0761-2626021, 2678595</i>	<i>Wc.jabalpur@rediffmail.com</i>	<i>Office of the Welfare Commisssoner, Govt. of India, Ministry of Labour & Employment, Labour Welfare Organisation, 797, Shanti Kun}, South Civil Unes, M.O. Region, Jabatpur MP.</i>

115	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Patan</i>	<i>(Or. N.S. Nim, MO (SAG) (Regular) 9425357198) Landline No. Is Not Available</i>		<i>Static cum Mobile BWWF Disp., C/o Narayan Singh Thakur, Near Govt. Ground, Patan</i>
116	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Katangl</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static BWWE Disp., Pols Tiraha, Pola Road. Katangi</i>
117	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Nohta</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWW Dispensary, Nohta</i>
118	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Rahatgerh</i>	<i>(De. latin Oubey, Medical Officer (Contract) 9175734741) Landline No. Is not Available</i>		<i>Static cum Mobile BWWF Disp., Beside Kalekhan Beeds ranch, Rounak Hussam J House, Rahatgarh</i>
119	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Damoh</i>	<i>(Dr. Sanjay Kr. Gongele, Medical Officer (Regular) 9428434344) Landline No. is not Available</i>		<i>Static cum Mobile BWWF Disp., Sazariya No. 4, Badepura, Damoh</i>
120	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Hatta</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp., Chandi ji Ward, Near Petrol Pump, Hatta</i>
121	<i>The Medical Officer, Beedi Workers</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp., H.No. 417,</i>

	<i>Welfare Fund Dispensary, Gwalior</i>			<i>72 No. Beedi walo ke Makan me, Tansen Nagar. Gwalior</i>
122	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Guna</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp.. Choudhary Mohaita, Near Kani House, in House of Shet Mohan Sharme, Ward No. 6, Guna</i>
123	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary. Burhanpur</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWE Disp. H No. 420/2 B, Chudi wali Masjid ke Samne, Que of Itwara Gate, Burhanpur</i>
124	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Sanawad</i>	<i>(Dr. Anant Pancholi, Medical Officer (Contract) 9826424996) Landline No. is not Available</i>		<i>Static cum Mobile BWWE Disp., H.No, 448, Station Road, Near Gurudveera, Sanawad</i>
125	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Indore</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile GBWWE Disp. 1471/23. Nanda Nagar, Indore</i>
126	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Ujjain</i>	<i>Dr. Naresh Tiwari, CMO (NFSG) (Regular) 9827502628) Landline No. is not Available</i>		<i>Static cum Mobile BWWF Disp.. 105/1, Patni Bazar, Jawahar Marg, Ujjain</i>
127	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary</i>	<i>Dr. . H.A. Soman, Medical Officer</i>		<i>Static cum Mobile BWWF Disp... 19/A, Late Lajpat Rai Colony,</i>

	<i>Bhopal</i>	<i>(Regular) 9425436448) Landline No. is not Available</i>		<i>Rasen Road, Baghdi Kusha, Bhopal</i>
<i>128</i>	<i>The Medical Officer, Beedi Workers Welfare Fund</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWW Dis. yam Dharmshala, Gandhi Bazar, Begumgan</i>
<i>129</i>	<i>The Medical Officer, Beedi! Workers Welfare Fund Dispensary, Waraseon</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp.. jaystambh Chowk, Gurunanak Dharmashala te Samne, Waraseoni</i>
<i>130</i>	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Rewa</i>	<i>Dr. H.K. Pandey, MO (Contract) 9424338370) Landline No. is not Available</i>		<i>Static cum Mobde BWWF Disp... H.1.G. 72, Beside .K School, Rewa</i>
<i>131</i>	<i>The Medical Officer, Beedi Workers " Welfare Fund Dispensary,Satna</i>	<i>Post vacant</i>	<i>NA</i>	<i>Stave mobile BWWE Diso.. Upadhyay Sadan Gall No. 11, Rayendra Naga!, Satna</i>
<i>132</i>	<i>The Medical Officer, Beedi Workers Welfare Fund Olspensary, Deorl</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWE Disp., jhunku Ward, Deori</i>
<i>133</i>	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Khurai</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWE Disp., C/o Raza Chawla Holypad School ke Pass, Bina Road, Khurai</i>
<i>134</i>	<i>The Medica! Officer, Beedi</i>	<i>Dr. (Smt.) Anuradha</i>		<i>Static cum Mobite BWWF Oisp.,</i>

	<i>Workers Welfare fund Dispensary, Jabalpur</i>	<i>Tiwari, Medical Officer (Regular) 9229590217)</i>		<i>852, Ravindra Nagas, Adhartal, Jabalpur</i>
135	<i>The Medical Officer, Beedi Workers Welfare fund Dispensary, Gadarwara</i>	<i>Dr. Rajendra Kumar Waghmare, Medical Officer (contract) 9425152128</i>		<i>Static cum Mobile BWFFE Oisp., H.No. 161, Patel Ward, Near Purana Police Thana, Gadarwara</i>
136	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Garhakota</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp. Patel Brothers, Near Degree College Road, Pateriya Road, Garhakota</i>
137	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Rehti</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp. Beside LIC Office, Ward No. 7 Kachhiyana Mohalla, Chandpur road, Rehti</i>
134	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Sihora</i>		<i>Dr. Prahlad Kumar Bhojak, Medical Officer (Contract) 94251-51056</i>	<i>Static Cum Mobile BWWF Disp., Khitoula Bazar, Sihora</i>
135	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Datia</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp., Litoriya ki Gali, Gandhi Road, Datia</i>
136	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Mauganj</i>		<i>Dr. Muniraj Patel, Medical Officer (Regular) (On study Leave) 9893985770</i>	<i>Static cum Mobile BWWF Disp., in front of Raman Motors, Mauganj</i>
137	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Prithvipur</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static BWWF Disp., Ward No. 7, Dr. Pancholi Ki Bagiya, Prithvipur</i>
138	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Dalpatpur</i>	<i>Post vacant</i>	<i>NA</i>	<i>Static cum Mobile BWWF Disp., C/o Munna Lal Jain, Dalpatpur</i>

139	<i>The Medical Officer, Beedi Workers Welfare Fund Dispensary, Chanderi</i>			<i>Static Cum Bobile BWWF Disp., Near Badal Mahal, Chanderi</i>
140	<i>The Medical Officer, L.S.D.M. Workers Welfare Fund</i>	<i>Post vacant</i>	<i>NA</i>	<i>LSDM Disp., Shivam Nagar, Rewa Road, Maihar</i>
141	<i>The Medical Officer, L.S.D.M. Workers Welfare Fund</i>	<i>Post vacant</i>	<i>NA</i>	<i>LSDM Disp., Paroha Ji Ka Makan, Jhukehi</i>
142	<i>The Vaidya, Govt. Ayurvedic Dispensary, Ketni</i>	<i>(Dr. Saravjeet Singh kRaghuwanshi, Vaidya (Contract) 9977027802)</i>		<i>Govt. Ayurvedic Disp., Guru Nanak Dharmkata, Bargawan, Jabalpur Road, Katni</i>
143	<i>The Vaidya, Govt. Ayurvedic Dispensary, Sagmania</i>	<i>Post vacant</i>	<i>NA</i>	<i>Govt. Ayurvedic Dispensary, Sagmania</i>
145	<i>The Vaidya, Govt. Ayurvedic 0 Dispensary, Bamhanai Banjar</i>	<i>(Dr. Anil hardaha, Vaidya (Contract) 9926373981</i>		<i>Govt. Ayurvedic Disp., Ward No. 11, H.No. 80, Bamhani Banjar</i>
146	<i>The Vaidya, Govt. Ayurvedic Dispensary, Bamhori</i>	<i>(Dr. Devendra Kumar Jain, Vaidya (Contract) 9752148469</i>		<i>Govt. Ayurvedic Disp. , C/O Kadorllal Patwa, Post Bamhori</i>
147	<i>O/o Welfare Commissioner (C), Chandigarh</i>	<i>0172-2743203</i>	<i><u>Wc-chandigarh@chd.nic.in</u></i>	<i>O/o Welfare Commissioner (C), 202, IInd Floor, Kendriya Sadan, Sector 9A, Chandigarh 160009</i>

Indicative Expectations from service Recipients

S.No	
1.	Submit duly completed application forms in all respects under the various schemes
2.	The central financial assistance released should be used as per the guidelines of the schemes and within the prescribed timelines
3.	Please show courtesy to Ministry's officers/Labour Welfare Organization
4.	Always keep proper records of letters and communications with Ministry/Labour Welfare Organization
5.	If you have an appointment with an officer, Please arrive 15 minutes prior to the appointment
6.	If you want to cancel an appointment, please give a written notice via fax or email at least two days in advance
7.	Send reports in the prescribed format as per prescribed timelines
8.	To check the webpage of DGLW on Ministry's website regularly for updates on policies, Programmes and procedures
9.	Give their suggestions / inputs in drafts placed on Ministry's website/web page of DGLW those circulate to them
10.	The participants to the meetings / conferences should attend the meetings / conferences with complete information