

**GOVERNMENT OF ASSAM**  
**LABOUR WELFARE DEPARTMENT**  
**OFFICE OF THE ASSAM BUILDING AND OTHER CONSTRUCTION WORKERS'**  
**WELFARE BOARD, GOPINATH NAGAR, GUWAHATI-16**

eCF No. 468993 /405

From :- **Smti Ishanu Shah**  
**Deputy Labour Commissioner, Assam**  
**-cum-**  
**Deputy Chief Executive officer, Assam Building & Other**  
**Construction Workers' Welfare Board, Gopinath Nagar, Guwahati-16**

To :- Assistant Labour Commissioner -cum- Registering Officer  
(Beneficiary Registration), Golaghat

Sub :- District scrutiny committee approved list

Ref. :- Your Letter No . LDP.2/2012/287 dt.23.12.2022

Please find herewith the guideline issued regarding attendance of numbers of members in the district scrutiny committee during its meeting. But in your letters quoted above which are regarding **Medical Assistance**, it has been found that few members of the committee have signed without providing their official seal in the final list of beneficiaries.

Further, it may also be noted that in some cases the No. of days the applicants were admitted in hospital are also not reflected in the Scrutiny Committee approved lists and due to which it becomes difficult to determine the exact No. of day for proper calculation of the benefit amount to be provided to the beneficiaries. Also, the content/text in some of the columns such as in '**Name of the applicant/ registered beneficiary**' & '**Registration No. & date**' of the approved list are unrecognizable due to which it became difficult to verify.

Few more anomalies have also been observed as below: -

Sl. No.	Registered beneficiary name	Registration No.	Anomalies OR sought clarification
1	Babita Gogoi	-	Application form not received. Further, Aadhaar & phone number not mentioned in the approved list.
2	Rupa Hazarika	-	
3	Aijani Kachari	-	
4	Jitu Saikia	-	
5	Jitendra Nath Bora	-	Application form not received.
6	Bubul Bora	GLG/1396 dt.12.10.2012	Multiple entry done for the same benefit at Sl. No. 1 & 15 in the submitted Scrutiny Committee approved list.

Hence, you are requested to submit a modified list with proper representation as per guidelines duly signed by the representatives with their official seal. Furthermore, also submit the minutes of the district scrutiny committee meeting along with attendance sheet benefit wise.

This is for your information and necessary action.

Encl: Scan copy of Application forms & guidelines

Signed by

Ishanu Shah

Date: 30-12-2024 12:40:47

**Deputy Labour Commissioner, Assam,**  
**-cum-**  
**Deputy Chief Executive officer, Assam Building &**  
**Other Construction Workers' Welfare Board,**  
**Gopinath Nagar, Guwahati-16**

Memo No. 468993 /405 (A-C)

Copy to:-

1. The Hon'ble Chairman, Assam Building & Other Construction Workers' Welfare Board (ABOCWWB), for favor of kind information.
2. Labour Commissioner, Assam, -cum- Member Secretary, Assam Building & Other Construction Workers Welfare Board, Gopinath nagar, Guwahati-16, for kind information.
3. The Website Management branch for uploading in the official website

**eSigned**  
**Deputy Labour Commissioner, Assam,**  
**-cum-**  
**Deputy Chief Executive officer, Assam Building &**  
**Other Construction Workers' Welfare Board,**  
**Gopinath Nagar, Guwahati-16**

**OFFICE OF THE ASSAM BUILDING & OTHER CONSTRUCTION WORKERS  
WELFARE BOARD: GOPINATH NAGAR GUWAHATI-16**

No. ABOCWWB/ GOI-Correspondence/21/ 480 .

Dated Guwahati the 26<sup>th</sup> Sep 22 .

From : **Smti. Ishanu Shah**  
**Deputy Labour Commissioner, Assam**  
-cum-  
**Deputy C.E.O, Assam Building & Other**  
**Construction Workers' Welfare Board Guwahati-16.**

To,  
All Assistant Labour Commissioner, Labour Officer, Labour Inspector (Districts)  
-cum-  
Registering Officer (Beneficiary Registration)

Sub : Requirement of Aadhar Number for disbursement of Benefits as notified under  
Section 7 of Aadhar, Act 2016 – GOI.

Ref. : Resolution No.5.5- Minutes of the Board Meeting dated 10.08.2022

I would like to draw your attention to the provision under Section 7 of the  
Aadhar (Targeted Delivery of Financial and Other Subsidies, benefits and Services) Act,  
2016 (as amended) which provides the backbone for delivery of benefits, services and  
subsidies based on Aadhar number.

Moreover, the Assam Building & Other Construction workers' welfare Board  
in its meeting dated 10.08.2022 approved that the Aadhar details will be taken as full and  
final for all the registered workers.

In view of the above, you are requested to update Aadhar number (VID incase  
applied for Aadhar Card) in your database. Aadhar number and mobile number of the  
beneficiary must be included in the list approved by the district scrutiny committee for  
availing various welfare benefits.

This is for your information and necessary action.

*[Signature]*  
23/9/2022  
**Deputy Labour Commissioner, Assam**  
-cum-  
**Deputy C.E.O, Assam Building & Other**  
**Construction Workers' Welfare Board Guwahati-16.**

Memo No. ABOCWWB/GOI-Correspondence/21/ 480 (A)  
Copy to:-

Dated Guwahati the 26<sup>th</sup> Sep 2022 .

- 1) The Labour Commissioner -cum- Member Secretary, Assam Building & Other  
Construction Workers' Welfare Board for favour of kind information.

*[Signature]*  
23/9/2022  
**Deputy Labour Commissioner, Assam**  
-cum-  
**Deputy C.E.O, Assam Building & Other**  
**Construction Workers' Welfare Board Guwahati-16.**

## **Guidelines for selection of beneficiaries under various scheme of Building & Other Construction Workers' Welfare Board**

1. To apply for any benefit under the Building & Other Construction Workers Welfare Board, the construction worker must be registered under the Building & Other Construction Workers (RE&CS) Act, 1996 read with Assam Rules 2007 (as amended 2017)
2. The registered worker (including his dependent/nominee in certain cases) must apply for various benefits in prescribed format only through online mode by visiting [labourassam.com](http://labourassam.com).
3. The prescribed formats for various benefits are available in the website of the department which may be download (<http://labourcommissioner.assam.gov.in>).
4. The Scrutiny Committee constituted with members as indicated below, shall scrutinize the applications for Registration and benefits and also shall select beneficiaries for Skill Development Training under the Board. For the purpose, the Registering Officer shall form a Scrutiny Committee at his level with the following members.
  - i) Representative of MLA/MP.
  - ii) Local P.R.I members.
  - iii) Executive Engineer PWD (Roads & Building) or his representative.
  - iv) Representative of any other Works department
  - v) Joint Director, Health and family Welfare or his representative
  - vi) Inspector of School or his representative
  - vii) President/Secretary or Executive Member of registered Trade Union working for construction workers. (one member from every such trade union actively functioning in the district/sub division/block)
  - viii) The Assistant Labour Commissioner/labour Officer shall be the Chairman of the Committee.
  - ix) Registering Officer shall be the Member Secretary of the Committee.
5. The Scrutiny Committee duly formed by the Registering Officer shall be intimated to the Board Head Office.
6. The Registering Officer shall receive the applications & place the same before Scrutiny Committee every 15 days in case of registration & on monthly basis in case of benefits.
7. The scrutiny of the submitted applications for benefit shall be done within 25<sup>th</sup> of each month & selected list of beneficiary along with the applications and minutes of meeting with attendance shall be sent to Board Head Office within 5<sup>th</sup> of the next month (both in hard copy & soft copy) for disbursement of the benefit.
8. The Registering Officer shall prepare two lists, one list of selected beneficiary & another list of rejected beneficiary stating reasons for rejection & send the same to board head office duly signed by the Chairman and Member Secretary of the Committee.
9. The Chairman and Member Secretary of the Committee shall give proper recommendation with full signature on every sheet of the applications & also authenticate all the enclosed documents.
10. The list of the selected beneficiary list & rejected list shall be prepared & duly signed by all the members of Scrutiny Committee with full signature and designation & the list shall be duly forwarded by the Registering Officer within the prescribed time limit and Registering Officer shall write the Minutes & maintain the records of the meeting and shall take necessary action for submitting to the Chairman/Member Secretary of the Board for approval. The Chairman/Member Secretary shall apprise the Board about the amounts sanctioned & disbursed as per recommendation of the scrutiny committee.
11. The selected list of beneficiary along with the documents shall be verified in the Board head office and the Member Secretary & the Chairman of the Board shall disburse the benefit.
12. If any discrepancy found in the submitted applications shall be rejected/ rectified if required at the scrutiny committee level only.



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- 13. The Scrutiny Committee shall ensure that genuine registered construction workers & their dependents are selected for receiving benefits & no unscrupulous element is deriving the benefit of the welfare schemes meant for registered construction worker only.
- 14. The selected beneficiary list of benefits shall be displayed in the website <http://labourcommissioner.assam.gov.in> & Registering Officer shall place it before Gram Sabha for transparency.
- 15. The Scrutiny Committee shall also place the list of selected beneficiaries who had already received the benefits from Assam Building & Other Construction Workers' Welfare Board before the Gram Sabha for their appraisal.

Sd/-

**Labour Commissioner, Assam**  
**-Cum-**  
**Member Secretary**  
**Assam Building & Other Construction Workers'**  
**Welfare Board Guwahati-16.**

Memo No. ABOCWWB/RM/01/2021/1950-57      Dated Guwahati the 15<sup>th</sup> Dec' 2021

Copy to:-

- 1) P.S to the Hon'ble Minister, Labour Welfare, Assam, for kind appraisal.
- 2) P.S to the Principal Secretary, Labour Welfare Department for kind appraisal.
- 3) All ALC/LO/LI, for kind information and necessary action-They are directed to re-constitute the District Scrutiny Committee as per new guideline and submit copy to the office for record.
- 4) The President, Assam Rural Estate and Infrastructure Development Association (ARIEDA), for kind information
- 5) The President, Sadou Asom Nirman Sramik Union, Amal Bhawan Chandmari Colony, Pub Nizarapar, Guwahati-3, for kind information
- 6) The Secretary, All Assam Construction Workers Union, GNB Road, Guwahati-3, for kind information.
- 7) The President of United Construction Workers of Assam, ONGC campus, Sivasagar (INTUC), for kind information.
- 8) The President, Assam State Construction & Allied Workers Union (BMS), Guwahati-22, for kind information.



**Deputy Labour Commissioner, Assam**  
**-cum- Deputy C.E.O**  
**Assam Building & Other Construction Workers'**  
**Welfare Board Guwahati-16.**

o/c

**OFFICE OF THE ASSAM BUILDING & OTHER CONSTRUCTION WORKERS  
WELFARE BOARD: GOPINATH NAGAR GUWAHATI-16**

No. BOCWWB/BM/PT.III/2017/ 183

Dated Guwahati the 28<sup>th</sup> Feb, 2020

From : **Sri S.Z. Hazarika, IAS**  
**Labour Commissioner, Assam**  
**-cum-**  
**Member Secretary, Assam Building & Other Construction**  
**Workers' Welfare Board, Gopinath Nagar, Guwahati-16**

To,  
✓ The all Assistant Labour Commissioners/Labour Officers and Labour Inspectors-cum-Registering Officer as the (Beneficiary Registration) .....

Sub : Guide lines for selection of beneficiaries under various schemes under the provision of the Building & Other Construction Workers' (RE&CS) Act 1996 and the Assam Rules framed thereunder.

Ref. This office letter no. BOCWWB/BR/01/09/PT-1/12/14884, dtd. 30.11.2017.  
BOCWWB/BR/01/09/PT.1/12/2378, dtd. 30.12.2019.

With reference to the aforesaid subject, I would like to inform that the Assam Building and Other Construction Workers Welfare Board in its meeting held on 03.01.2020 vide resolution No. 10 has decided in addition to the existing members in the District Scrutiny Committee two new member has to be included. The Members are- Nominee of Joint Director Health and Family Welfare for scrutinize the applications received under Medical Assistance (Rule 284), Maternity Assistance (Rule 274) and Disability pension (Rule 278). and second from the Inspector of School for scrutinize application received under One Time Educational Assistance (Rule 285).

Encl:- as stated above.

*Sri S.Z. Hazarika*  
28/2/2020  
Labour Commissioner, Assam-cum- Member Secretary  
Assam Building & Other Construction Workers Welfare  
Welfare Board Guwahati-16

Memo No. BOCWWB/BM/PT.III/2017/

Dated Guwahati the Feb, 2020

Copy to:-

1. PS to the Hon'ble Minister, Labour Welfare, Assam and Chairman, Assam Building & Other Construction Workers' Welfare Board Guwahati-16, for kind appraisal to the Hon'ble Minister.
2. The PS to the Principal Secretary to the Government of Assam, Labour Welfare Department Dispur, Guwahati-6, for favour of kind information.

*Sri S.Z. Hazarika*  
Labour Commissioner, Assam-cum- Member Secretary  
Assam Building & Other Construction Workers Welfare  
Welfare Board Guwahati-16

OFFICE OF THE ASSAM BUILDING & OTHER CONSTRUCTION WORKERS'  
WELFARE BOARD: GOPINATH NAGAR GUWAHATI-16

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No. BOCWWB/BM/ Pt-III/2017/15

Dated Guwahati 7<sup>th</sup> Dec, 2018

From : Smti A. Dutta Barua,  
Deputy Labour Commissioner, Assam  
-cum-  
Dy. Chief Executive Officer, Assam Building & Other Construction  
Workers' Welfare Board, Gopinath Nagar, Ghy-16

To: The All Assistant Labour Commissioners, Labour Officers and Labour Inspectors  
as Registering Officer (Beneficiary Registration)

Sub : Minimum attendance of Members (Quorum) for District Scrutiny  
Committee.

Ref : This Office letter No. BOCWWB/BR/01/09/Pt-I/12/14884 dtd-30.11.2017

In inviting reference to the above, you are aware that in the District  
Scrutiny Committee for selection of beneficiaries of Construction Workers there are four types  
of representative 1) Public namely MP/MLA/PRI, 2) Labour Union, 3) Line Department and 4)  
Employers. You are requested to ensure that the representative of minimum three categories are  
present in the meeting of the District Scrutiny Committee otherwise meeting may be postponed  
by giving another short date.

It has come to our notice that in some meeting only representative of  
Union are present. Such recommendations will be returned in future for reconciliation.

You may also fix a particular date/day say 4<sup>th</sup> Friday of every month for  
meeting of the Committee & for finalizing the beneficiary. In case 4<sup>th</sup> Friday falls on a Govt.  
holiday or meeting could not be convened due to any other unavoidable circumstances a next  
date may be finalized.

This is for your information and necessary action.

Deputy Labour Commissioner, Assam,  
-cum-

Deputy Chief Executive officer, Assam Building &  
Other Construction Workers' Welfare Board,  
Gopinath Nagar, Guwahati-16

Memo No. BOCWWB/BM/ Pt-III/2017/ 16-18

Dated Guwahati 7<sup>th</sup> Dec, 2018

Copy to:-

- 1) The Additional Chief Secretary, to the Government of Assam, Labour  
Welfare Department, Dispur, Guwahati-6, for favour of his kind information.
- 2) The Labour Commissioner, Assam-cum-Member Secretary, Assam Building & Other  
Construction Workers' Welfare Board Guwahati-16 for favor of kind Information.
- 3) The Private Secretary, to the Honb'le Minister, Labour Welfare, Assam, and  
Chairman of the Board, for kind appraisal to the Honb'le Minister.

Deputy Labour Commissioner, Assam,  
-cum-

Deputy Chief Executive officer, Assam Building &  
Other Construction Workers' Welfare Board,  
Gopinath Nagar, Guwahati-16