

# WORKER MANUAL

Assam Building & Other Construction Workers' Welfare Board

Labour Department, Govt. of Assam

*Version 1.1*

*Prepared by:*



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## Worker Registration Procedure

Worker registration can be completed via two methods

1. Public Facilitation Centres (PFC) of Sewa Setu:

The image shows two screenshots of the worker registration process. The left screenshot is the 'PFC LOGIN' form, which includes fields for 'PFC Email-ID' (with a placeholder 'Enter your email-id'), 'Enter Captcha' (with a captcha image showing the numbers 123456 and a refresh button), and 'Enter captcha text'. A 'Send OTP' button is at the bottom. The right screenshot is the 'Registration of worker' form, which includes fields for 'Applicant Name', 'Applicant Mobile', 'Address Line 1', 'Address Line 2', and 'Pin Code'. It also has a checkbox for 'Are You Already A Registered Worker under ABCOWWB?' and a 'PROCEED' button.

2. Assam Building & Other Construction Worker's Welfare Board (ABOCWWB) portal.

The image shows the homepage of the Nirman Sakhi portal. The header includes the Government of Assam logo, the text 'NIRMAN SAKHI Assam Building & Other Construction Workers' Welfare Board', and a 'G20' logo. The navigation menu includes 'Home', 'About Us', 'Acts and Rules', 'Schemes and Benefits', 'E-Services', 'MIS', 'PFCs', 'Downloads', 'Photo Gallery', and 'Contact Us'. The main banner features the text 'Nirman Sakhi' and 'উন্নত জরিপাতের বাবে' (For better survey). Below the banner are five service buttons: 'Construction Worker New Registration', 'Construction Worker Onboarding Registration', 'Construction Worker Membership Renewal', 'Construction Worker Apply For Claims', and 'CESS payee/Collector Login to Proceed'.

## New Worker Registration

1. Click on the "New Registration" under "Construction Worker" button on the home page.



2. Check for already registered worker:

- If you are already a registered worker and you have any of these two ID cards, click **yes**. If you are a new worker, then click on **No**.

**Pre-Registered (Onboarding) Worker Check and Registration Process**

Are You a registered worker of Assam BOCW Board, and you have either of these types of ID Cards ?

আপুনি অসম বিল্ডিং আৰু অন্যান্য নিৰ্মাণ শ্ৰমিক কল্যাণ ব'ৰ্ড বা পঞ্জীয়নভুক্ত শ্ৰমিক হয় নেকি, আৰু এই ধৰণৰ যিকোনো আইডি কাৰ্ড আছে নেকি?

**Assam Building & Other Construction Workers Welfare Board**

REGISTERED CONSTRUCTION WORKER ID CARD

ID Card id Number

Name

Father/Spouse Name

Date of Birth

Issued Date

Issued By

This card is only for identification of construction workers as registered beneficiaries for availing financial assistance under welfare schemes under the Building & Other Construction Workers (BOCW) Act 1996 and the Assam rules framed thereunder.

This card will not be valid document for any other purpose than above.

N. No. 21/11/2018

**IDENTITY CARD**

ASSAM BUILDING & OTHER CONSTRUCTION WORKERS WELFARE BOARD

(BOCW) Act 1996

Registered Worker

Name: [Name]

Date of Birth: [Date]

Issued Date: [Date]

Issued By: [Signature]

If You have these type of card Click on YES otherwise Click NO

যদি আপোনাৰ হাতত এই ধৰণৰ কাৰ্ড আছে তেন্তে YES ত ক্লিক কৰক অন্যথা NO ক্লিক কৰক

- If you click on **Yes**, then it will redirect to the Onboarding process which will be explained in the later part of this manual.
- If you click on **No**, then next page will open.

Home > e-Services > New Registration

## New Registration

**Eligibility Criteria**

1. Age of the construction worker shall be between 18 to 55 years.
2. Must have been engaged for atleast 90 days in construction related work in last 12 months.
3. Aadhaar number with active mobile number linked to Aadhaar.
4. Must be registered on eShram and have eShram UAN number.
5. Workers from other states must have their present address/work location in Assam.

**Documents required for registration**

1. Present address proof (if different from permanent address on Aadhaar): Driving License / Voter ID card / Ration card / Bank passbook / 90-Day work experience certificate.
2. Aadhaar linked bank passbook.
3. 90-days work experience certificate (as per the format/template provided by the Board). [Download](#)
4. E-shram Card (for entering correct ID number in the form- not for uploading).
5. Aadhaar Card (for entering correct ID number in the form- not for uploading).

I have read and agree to the Terms and Conditions.

[Proceed to New Registration](#) [Back To Homepage](#)

- Registration Eligibility Criteria for New Worker:
  - Age of construction worker should between 18 to 55 years.
  - Must have been engaged for atleast 90 days in construction related work in last 12 months.
  - Aadhaar number with active mobile number linked to Aadhaar.
  - Must be registered on eShram and have eShram UAN number.
  - Workers from other states must have their present address/work location in Assam.
- Documents required for registration:
  - Present address proof (if different from permanent address on Aadhaar): Driving License / Voter ID card / Ration card / Bank passbook / 90-Day work experience certificate.
  - Aadhaar linked bank passbook.
  - 90-days work experience certificate (as per the format/template provided by the Board). User can download the certificate by clicking on the **download** button.
  - E-Shram Card (for entering correct ID number in the form- not for uploading).
  - Aadhaar Card (for entering correct ID number in the form- not for uploading).

Click on the checkbox for **I have read and agree the Terms and Conditions** and click on **Proceed to next Registration**.

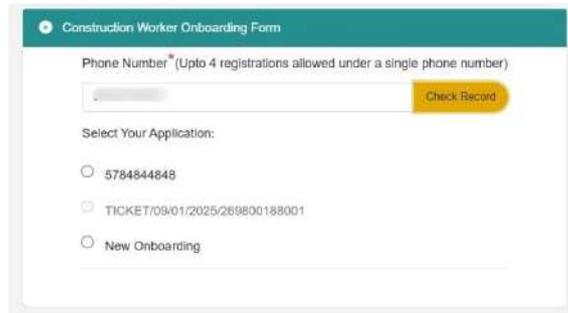
3. Enter the Phone Number and click on **Check Record** button. (Upto 4 registrations are allowed under a single mobile number).

Construction Workers Form (New Registration)

Phone Number\* (Upto 4 registrations allowed under a single phone number)

Enter Phone Number [Check Record](#)

4. If you have partially completed the registration process and have not yet finished it, you can resume from where you left off by enter the OTP sent to your contact number.
  - Select your Ticket ID from the available options



**Construction Worker Onboarding Form**

Phone Number\* (Upto 4 registrations allowed under a single phone number)

Check Record

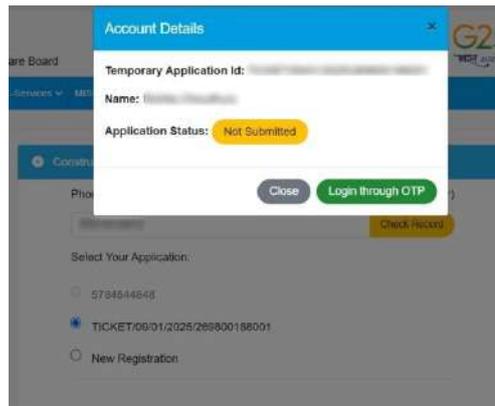
Select Your Application:

5784844848

TICKET/09/01/2025/269800188001

New Onboarding

- Click on **Login through OTP** button in the modal



**Account Details**

Temporary Application Id: [Redacted]

Name: [Redacted]

Application Status: Not Submitted

Close Login through OTP

Background form content:

Select Your Application:

5784844848

TICKET/09/01/2025/269800188001

New Registration

- Click **Generate OTP** button in the modal. OTP will be send to the registered contact number.

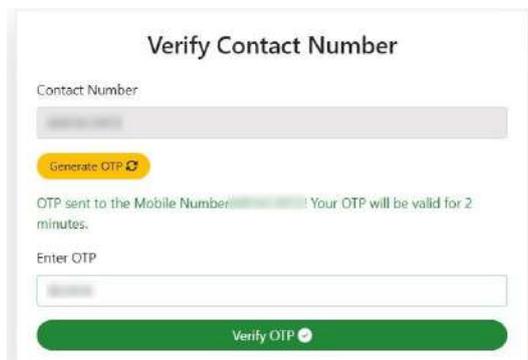


**Verify Contact Number**

Contact Number

Generate OTP

- Enter the OTP and click **Verify OTP** button.



**Verify Contact Number**

Contact Number

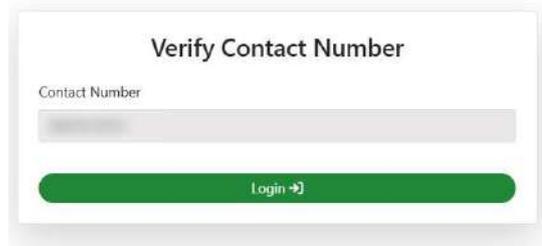
Generate OTP

OTP sent to the Mobile Number [Redacted] ! Your OTP will be valid for 2 minutes.

Enter OTP

Verify OTP

- Click **OK** appeared in the alert box.



**Verify Contact Number**

Contact Number

[Login →](#)

- Click **Login** button. You will be redirected to the page you last visited.

5. If you haven't started the registration process, then select on **"New Register"**



**Construction Workers Form**

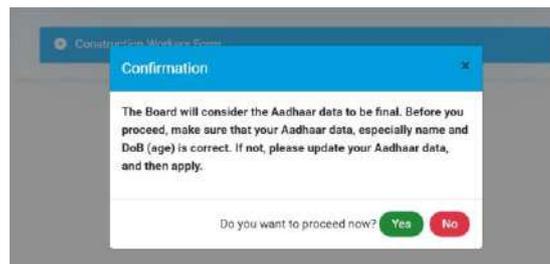
Phone Number\* (Upto 4 registrations allowed for a single mobile number)

[Check Record](#)

Select Your Application:

New Register

6. Select either **yes** or **no**. If **no**, the user will exit and will be redirected to the **homepage**. If the user select **yes**, proceed to next step.

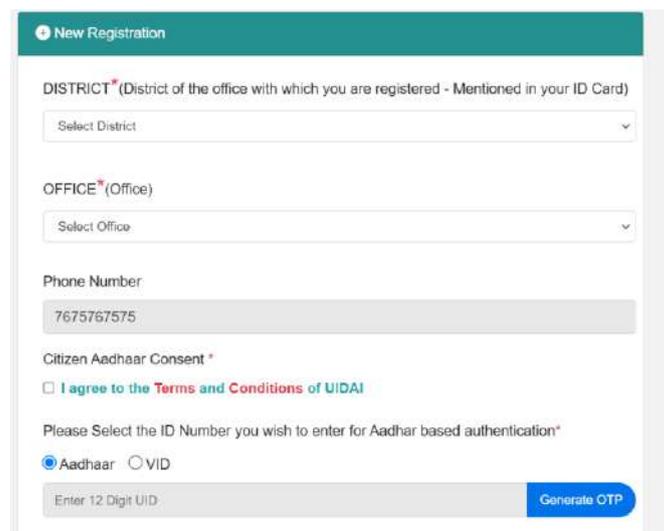


**Confirmation**

The Board will consider the Aadhaar data to be final. Before you proceed, make sure that your Aadhaar data, especially name and DoB (age) is correct. If not, please update your Aadhaar data, and then apply.

Do you want to proceed now? [Yes](#) [No](#)

7. Please complete all mandatory fields in the modal.



**New Registration**

DISTRICT\* (District of the office with which you are registered - Mentioned in your ID Card)

OFFICE\* (Office)

Phone Number

Citizen Aadhaar Consent \*

I agree to the [Terms and Conditions of UIDAI](#)

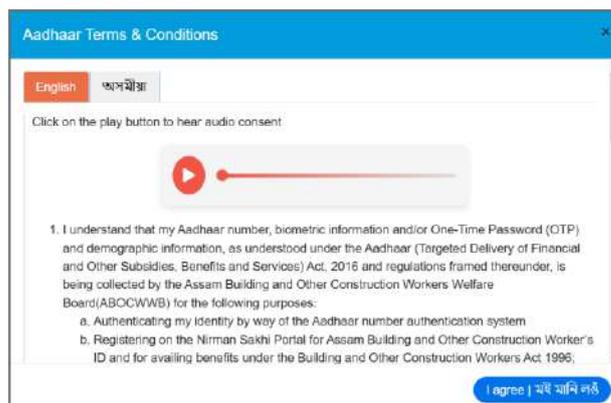
Please Select the ID Number you wish to enter for Aadhaar based authentication\*

Aadhaar  VID

[Generate OTP](#)

- **DISTRICT:** Select from the available options (required \*).
- **OFFICE:** Select from the available options (required \*).
- **CONTACT NUMBER:** Auto-filled.

- **Tick** the “Citizen Aadhaar Consent”. Aadhaar consent will appear. Click “I agree”



- Please select and enter either of **Aadhaar** or **VID** number you want to give and click on **Generate OTP** button.
  - Click the **Generate OTP**.
  - Click the **Consent for OTP**.
  - Enter the OTP and click on **Submit OTP** button.
  - Click on **Resent OTP** button if you have not received OTP yet.
  - After successful Aadhar eKYC, click on **Register Now** button.

**Note:** The phone number you entered will be used for primary communication.

If you encounter an error during OTP generation, such as "something went wrong," it may be due to API issues. Please retry.

Note: A single Aadhaar can be used only once else this error will occur.



**Note:** This error occurs when the Aadhaar number has already been used for registration. If you encounter this error, the worker must restart the process from **Step 3**.

- i. Enter your phone number and click the "Check Record" button. (A maximum of four registrations are allowed per mobile number.)

- ii. If you have partially completed the registration process and have not yet finished it, you can resume from where you left off by entering the OTP sent to your contact number.
  - a. Please select your Ticket ID from the available options.

- b. Click on the **"Login through OTP"** button in the modal.

- c. Click the **"Generate OTP"** button in the modal. The OTP will be sent to the registered contact number.

The screenshot shows a modal titled "Verify Contact Number". It contains a text input field labeled "Contact Number" with a greyed-out placeholder. Below the input field is a yellow button with the text "Generate OTP" and a circular arrow icon.

- d. Enter the OTP and click the **"Verify OTP"** button.

The screenshot shows the "Verify Contact Number" modal after the OTP has been generated. The "Generate OTP" button is now greyed out. Below it, a message states: "OTP sent to the Mobile Number: [redacted]! Your OTP will be valid for 2 minutes." Below this message is a text input field labeled "Enter OTP" with a greyed-out placeholder. At the bottom is a green button with the text "Verify OTP" and a circular arrow icon.

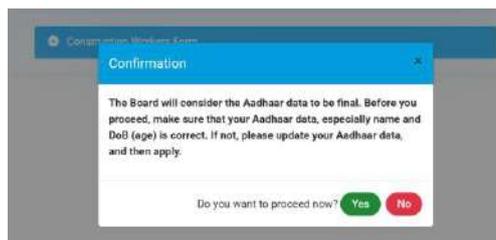
- e. Click 'OK' when the alert box appears.

The screenshot shows the "Verify Contact Number" modal with the "Verify OTP" button now greyed out. Below it is a green button with the text "Login" and a right-pointing arrow icon.

- f. Click **Login** button. You will be redirected to the page you last visited.
- iii. If you have not started the registration process, click on "New Register."

The screenshot shows a form titled "Construction Workers Form". It has a blue header bar. Below the header, there is a text input field labeled "Phone Number\*" with the note "(Upto 4 registrations allowed for a single mobile number)". The input field contains the number "8898996997". To the right of the input field is a yellow button labeled "Check Record". Below this is a section labeled "Select Your Application:" with a radio button selected next to the option "New Register".

- iv. Select either **"Yes"** or **"No."** If you select **"No,"** you will be redirected to the homepage. If you select **"Yes,"** you will proceed to the next step.



- v. Please ensure that all mandatory fields in the modal are completed.

 A "New Registration" form with a teal header. It contains the following fields:
 

- DISTRICT\*** (District of the office with which you are registered - Mentioned in your ID Card): A dropdown menu with "Select District" as the placeholder.
- OFFICE\*** (Office): A dropdown menu with "Select Office" as the placeholder.
- Phone Number**: A text input field containing "7675767575".
- Citizen Aadhaar Consent\***: A checkbox labeled "I agree to the Terms and Conditions of UIDAI".
- Please Select the ID Number you wish to enter for Aadhaar based authentication\***: Two radio buttons, "Aadhaar" (selected) and "VID".
- Enter 12 Digit UID**: A text input field.
- Generate OTP**: A blue button.

- **DISTRICT**: Select from the available options (required \*).
- **OFFICE**: Select from the available options (required \*).
- **CONTACT NUMBER**: Auto-filled.
- **Tick the "Citizen Aadhaar Consent"**. Aadhaar consent will appear. Click "I agree"

 A dialog box titled "Aadhaar Terms & Conditions" with a close button (X) in the top right corner. It has two tabs: "English" (selected) and "অসমীয়া". Below the tabs, there is a play button and a progress bar with the text "Click on the play button to hear audio consent". The main content area contains the following text:
 

1. I understand that my Aadhaar number, biometric information and/or One-Time Password (OTP) and demographic information, as understood under the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations framed thereunder, is being collected by the Assam Building and Other Construction Workers Welfare Board (ABOCWWB) for the following purposes:

- Authenticating my Identity by way of the Aadhaar number authentication system
- Registering on the Nirman Sakhi Portal for Assam Building and Other Construction Worker's ID and for availing benefits under the Building and Other Construction Workers Act, 1996.

 At the bottom right, there is a blue button labeled "I agree | মই সন্মত নহিঁ".

- Please select and enter either your Aadhaar number or VID number, then click the "Generate OTP" button.
- Click the **Consent for OTP**.
- Enter the OTP and click the **"Submit OTP"** button.
- Click on the **Resend OTP** button if you have not received the OTP yet.
- After completing the Aadhaar eKYC successfully, click the "Register Now" button.

**Note:** The phone number you have entered will be used as the primary mode of communication. If you encounter an error during OTP generation, such as "Something went wrong," it may be due to API issues. Please try again.

**Note:** A single Aadhaar can be used only once; otherwise, this error will occur.

Then the worker will be redirected to the Basic Details Page.

## 8. Basic Details Form

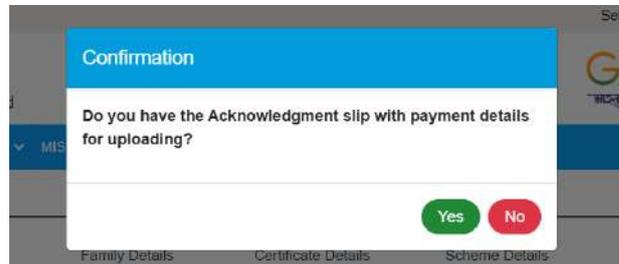
A ticket will be generated. Save it for future use. This Temporary Registration ID will be used if the worker exits halfway without completing the full registration process and decides to continue the registration after sometime.

Your Temporary Registration ID:  
**TICKET/30/11/2024/67303854359.**  
 Please note it down for future reference.



While clicking **OK**, a popup will appear.

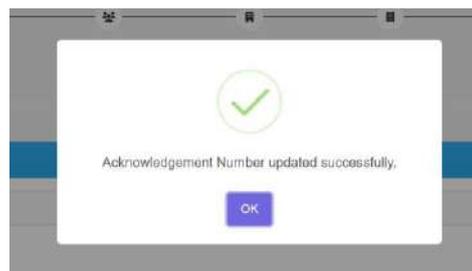
Select **yes** or **no**. If you click **no**, basic details page will appear. If you click **yes**, popup will appear.



If you select **yes**, another popup will appear. Enter the **Acknowledgement Number** and click **Submit** button.



Click **OK** on the popup appears



All the mandatory fields are marked with an asterisk (\*)

The screenshot shows a web form titled 'Basic Details' with application number 168705430. It contains the following fields and options:

- Name (As Per Aadhar):** Pre-filled.
- Care Of (As Per Aadhar):** Pre-filled.
- Gender (As Per Aadhar):** Female.
- Date of Birth (As Per Aadhar):** 1997-01-09.
- Age (In Years) (As Per Aadhar):** 27.
- eShram Number (UAN):** Enter eShram no. (Required \*).
- Marital Status:** Select Marital Status (Required \*).
- Category:** Select Category (Required \*).
- Contact Number:** Pre-filled.
- Education:** Select Education (Required \*).
- Blood Group:** Select Blood Group (Required \*).
- Email (If Optional):** Enter email id.
- Date Of Retirement:** 06-01-2027.
- Do you have a PAN number?:** Select.
- Already registered with other State BOCW Board?:** Select.
- Do you have a Ration Card?:** Select.

A 'Save Basic Details' button is located at the bottom center of the form.

- a. **Name:** Pre-filled from Aadhaar (required \*).
- b. **Care Of:** Pre-filled from Aadhaar (required \*).
- c. **Gender:** Pre-filled from Aadhaar (required \*).
- d. **Date Of Birth:** pre-filled from Aadhaar (required \*).
- e. **Age:** Automatically calculated from Date of Birth.
- f. **Marital Status:** Select from the available options (required \*).
- g. **Category:** Select from the available options (required \*).
- h. **Contact Number:** pre-filled from Aadhaar (required \*).
- i. **eShram Number (UAN):** Enter the eShram number and proceed (required \*).  
**Note:** e-Shram number must have exactly 12 digits.
- j. **Education:** Select from the available options (required \*).
- k. **Blood Group:** Select from the available options (required \*).
- l. **Email-Id:** optional
- m. **Date of Retirement:** Auto filled.
- n. **Do you have a PAN number? :** Select from yes/no.
  - If you select yes, enter your PAN number (required \*) and proceed to next field.
  - If you select no, proceed to next field.
- o. **Already registered in other State BOCW Board? :** Select from yes/no(required \*).
  - If you select yes, then select the **state of the board** under which you are registered with and **enter your BOC ID** (required \*) then proceed to next field.
  - If you select no, proceed to next field.
- p. **Do you have a Ration Card? :** Select from yes/no(required \*).
  - If you select yes
    - Enter your Ration Card Number (required \*).
    - Select from available options in Ration Card Type (required \*) and proceed to next field.
  - If you select no, proceed to next field.
- q. **Button:** Click on “Save Basic Details” button and proceed.

## 9. Worker Address Form

## I. Permanent Address

**Note:**  
 1. (\*) Marked are mandatory fields  
 2. You must have your present residential address or work location in Assam

**Permanent Address**

State\* (As per Aadhaar) Assam District\* (As per Aadhaar) Jorhat Sub-district\* (As per Aadhaar) Jorhat East Post Office\* (As per Aadhaar) Bahana

Locality (As per Aadhaar) Jorhat Village/Area\* (As per Aadhaar) Mout Gaon Landmark\* (As per Aadhaar) NA

Pin Code\* (As per Aadhaar) 785101

Copy Permanent Address as Present Address

- a. **State:** Pre-filled from Aadhaar(required \*).
- b. **District:** Pre-filled from Aadhaar (required \*).
- c. **Subdistrict:** Pre-filled from Aadhaar (required \*).
- d. **Post Office:** Pre-filled from Aadhaar (required \*).
- e. **Locality:** Pre-filled from Aadhaar (required \*).
- f. **Village/Area:** Pre-filled from Aadhaar (required \*).
- g. **Landmark:** Pre-filled from Aadhaar (required \*).
- h. **Pin Code:** Pre-filled from Aadhaar.

## I. Present Address

Copy Permanent Address as Present Address

**Present Address**

Type of Document\*  
 90 Days Work Experience Certificate / Workbook  
 Driving License / Voter ID card / Ration card / Bank passbook

Type of Residence\* Select Residence Type of House\* Select House House No. Enter house/building no. Locality\* Jorhat

Village/Area\* Mout Gaon Landmark\* Enter Landmark Post Office\* Bahana Sub-district\* Jorhat East

District\* Jorhat State\* Assam Pin Code\* 785101

- a. If your Present Address is same as Permanent Address then Please click the checkbox.
  - i. **Type of Residence:** Select from the available options (required \*).
  - ii. **Type of House:** Select from the available options (required \*).
  - iii. **House No:** required \*.
  - iv. **Locality:** pre-filled from Aadhaar.

- v. **Area/Village:** pre-filled from Aadhaar.
  - vi. **Landmark:** required\*.
  - vii. **Post Office:** pre-filled from Aadhaar.
  - viii. **Sub District:** pre-filled from Aadhaar.
  - ix. **District:** pre-filled from Aadhaar or can select from the available options.
  - x. **State:** pre-filled from Aadhaar.
  - xi. **Pin Code:** pre-filled from Aadhaar.
- b. If your Current Address is not same as Permanent Address
- i. **Type of Residence:** Select from the available options (required\*).
  - ii. **Type of House:** Select from the available options (required\*).
  - iii. **House No:** required\*.
  - iv. **Locality:** required\*.
  - v. **Area/Village:** required\*.
  - vi. **Landmark:** optional.
  - vii. **Post Office:** required\*.
  - viii. **Sub District:** required\*.
  - ix. **District:** required\*.
  - x. **State:** required\*.
  - xi. **Pin Code:** required\*.
- c. **Buttons**
- i. **Previous:** Click to go to the previous page.
  - ii. **Save Residential Details:** Click to save this page and proceed to the next page.

## 10. Bank Details Form

**Bank Details (Application No: 942900277)**

**Note:**  
 1. (\*)Marked are Mandatory Fields  
 2. Please enter valid IFSC Code to proceed further

**IFSC Code\***  
 Enter Your IFSC Code Search Bank Details

**Bank Name\*** **Branch\***  
 Enter Bank Name Enter Branch Name

**Bank Address\***  
 Enter bank address

**Account Number\*** **Confirm Account Number\***  
 Please enter valid account number Please enter your account number again

← Previous
Save Bank Details

- a. **IFSC Code:** Enter the IFSC Code (required\*) and click “**Search Bank Details**” button.
- b. **Bank Name:** pre-filled from IFSC Code required\*.
- c. **Branch:** pre-filled from IFSC Code required\*.
- d. **Bank Address:** pre-filled from IFSC Code required\*.
- e. **Account Number:** required\*.
- f. **Confirm Account Number:** re-enter the Account Number required\*

**g. Buttons:**

- i. **Previous:** Click to go to the previous page.
- ii. **Save Bank Details:** Click to save this page and proceed to the next page.

## 11. Family | Nominee Details

Serial No	First Name*	Last Name*	DOB*	Age	Select Nominee (Y/N)*	Guardian Name*	Nominee Share (%)*	Relation with Applicant*
1	<input type="text"/>	<input type="text"/>	<input type="text" value="DD-MM-YYYY"/>	<input type="text" value="Age"/>	<input type="text" value="Select"/>	<input type="text" value="Guardian Name"/>	<input type="text" value="Enter Percentage"/>	<input type="text" value="Select Relation"/>

- a. **First Name:** required \*.
- b. **Last Name:** required \*.
- c. **DOB:** Should be **date-month-year** format (required \*).
- d. **Age:** Automatically calculated from date of birth (DOB).
- e. **Select Nominee:** Select yes/no from the available options (required \*).
- f. **Guardian Name:** Enter the guardian name if the person is below 18 years.
- g. **Nominee Share:** If you select Nominee as “yes”:
  - Enter the **Nominee Share**.
  - Note:** Nominee Share must be 100%.
- h. **Relation with Applicant:** Select from the available options (required \*).

Already Registered with Assam BOCW Board / other state BOCW Board?      Select the state of the Board you are registered with      BOCW Membership ID

- i. **Already Registered with Assam BOCW Board / other state BOCW Board? :** Select yes/no from the available options (required \*).
 

**Note:** If you select “yes”:

  - i. Select State from “**Select the state of the Board you are registered with \***”
  - ii. Enter **BOCW ID**.

**Note:** If you select “no”, then **Select the state of the Board you are registered with** and **BOCW ID** field will be disabled.

## j. Buttons:



- **Add New Row:** If you want to add another family member, please click this button.
- **Previous:** Click to go to the previous page.
- **Save Family Details:** Click to save this page and proceed to the next page.

## 12. 90 Days Certificate Details

- Type of Issuer:** Select from the available options (required \*).
- Name of Issuing Organization:** required\*.
- Issue Date:** required\*.
- Name of Issuing Person:** required\*.
- Contact No of Issuing Person:** Must be 10 digit phone number (required \*).
- Type of Construction Work:** Select from the available options (required \*).
- Is Issuer & Employer Same:** Select “yes/no” from the available options (required \*).

**Note:** If “yes”:

- **Employer Name:** pre-filled from issuer data.
- **Employer Contact Number:** pre-filled from issuer data.

If “no”:

- **Employer Name:** required \*
- **Employer Contact Number:** required \*

The screenshot shows a form with the following fields and labels: Employer Contact Number\*, Work Start Date\*, Work End Date\*, Actual no of Working Days\*, Type of Employer\*, Profession\*, and Upload Certificate\*. Below the labels are input fields: a text box for 'Enter 10 digit Phone Number', two date pickers in 'DD-MM-YYYY' format, a 'Working Days' field, a 'Select employer' dropdown, a 'Select Profession' dropdown, and a 'Choose File' button.

- h. **Work Start Date:** Should be **date-month-year** format (required \*).
- i. **Work End Date:** Should be **date-month-year** format (required \*).
- j. **Actual no of Working Days:** Automatically calculated from “From Date” and “To Date”.  
**Note:** No. of days should be at least 90.
- k. **Type of Employer:** Select from the available options (required \*).
- l. **Profession** \*: Select profession from the available options (required \*).
- m. **Upload Certificate:** Choose your 90 days working certificate file from your system.

The screenshot shows a form with a blue 'Add New Row' button on the left and two buttons on the right: a yellow 'Previous' button and a blue 'Save Employer & Certificate' button.

n. **Buttons:**

- **Previous:** Click to go to the previous page.
- **Save Employer & Certificate:** Click to save this page and proceed to the next page.

### 13. Other Schemes

- i. **Have you been enrolled in any flagship schemes? :**  
 Select “yes/no” from the available options (required \*).

**Note:** If “yes”:

The screenshot shows the 'Other Schemes' form. At the top is a progress bar with steps: Basic Details, Worker Address, Bank Details, Family Details, Certificate Details, Scheme Details, Upload Documents, Final Preview, and Payment. Below the progress bar is the 'Applicant Name' field. The main section is titled 'Other Schemes | (Application No. : 642900225)'. It contains a question: 'Have you been enrolled in any flagship schemes?' with radio buttons for 'Yes' and 'No'. Below this is a table with columns: 'Mention the external Schemes availed', 'Registration No', 'Scheme Registration Date', and 'Action'. The table has one row with a 'Select Schemes' dropdown, an empty 'Registration No' field, a 'dd-mm-yyyy' date field, and an 'Action' button. At the bottom are 'Add New Row', 'Previous', and 'Save Other schemes' buttons.

- **Mention the external Schemes availed:** Select from the available options (required \*).
- **Registration No:** required \*
- **Scheme Registration Date:** Should be **date-month-year** format (required \*)

- **Action:** If you want to remove/delete the entry click this **red** button.
- **Add New Row:** If you want to add another entry, please click this button.

If “no”: Proceed to next page by clicking “**Save Other Schemes**” button.

The screenshot shows a progress bar at the top with steps: Basic Details, Worker Address, Bank Details, Family Details, Certificate Details, Scheme Details (highlighted), Upload Documents, Final Preview, and Payment. Below the progress bar, the text reads: "Registration - Construction Worker | পঞ্জীয়ন - নির্মাণ শ্রমিক" and "Application No - 000000001". The main form area is titled "Other Schemes | অন্যরা স্কিম" and contains a question: "Have you been enrolled in any flagship schemes | আপনি কোনো ফ্ল্যাগশিপ স্কিমের নামভুক্তি করেছেন?" with radio buttons for "Yes | হ্যাঁ" and "No | নাহয়". The "No" option is selected. At the bottom right, there are two buttons: "Previous" and "Save Other Schemes".

## ii. Buttons:

- **Previous:** Click to go to the previous page.
- **Save Other Schemes:** Click to save this page and proceed to the next page.

## 14. Supporting Documents

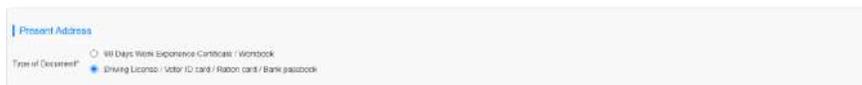
The screenshot shows the "Supporting Documents" section. At the top, there is a field for "Applicant Name". Below it, a note states: "Note: 1. (\*) Marked are mandatory fields. 2. For PDF File the size should not exceed 500kb". A table lists the documents with columns for S.No, Type Of Documents, Status, Upload, and Preview.

S.No	Type Of Documents	Status	Upload	Preview
1	Present Address Proof	Uploaded	Choose File	Preview
2	Bank Passbook Copy (Rather Linked Bank Account)	Uploaded	Choose File	Preview
3	Ration Card	Uploaded	Choose File	Preview
4	PAN Card	Uploaded	Choose File	Preview
5	Passport Image (As per Andhra)			

**Note:** For **PDF** File the size should not exceed **500kb**

### a. Type of Documents:

- Present Address Proof:** This field will be available if temporary and permanent address is different in Worker Address page and type of Document is select as Driving Licence/Voter ID Card/Ration Card/Bank passbook.



- **Choose** a file from your system.  
**Note:** Must be a pdf file.
- **Upload:** Click on “Choose File” button next to it, then click on **upload** button.
- **Preview:** You can preview the uploaded document by clicking on the **red eye** button.

ii. **Bank Passbook Copy:**

- **Choose** a file from your system.  
**Note:** Must be a pdf file.
- **Upload:** Click on “Choose File” button next to it, then click on **upload** button.
- **Preview:** You can preview the uploaded document by clicking on the **red eye** button.

iii. **Ration Card:**

- **Choose** a file from your system.  
**Note:** Must be a pdf file.
- **Upload:** Click on “Choose File” button next to it, then click on **upload** button.
- **Preview:** You can preview the uploaded document by clicking on the **red eye** button.

**Note:** This field will appear only when you select Ration Card as “yes” in “basic details form”.

iv. **PAN Card:**

**Note:** This field will appear only when you select PAN Card as “yes” in “basic details form”.

- **Choose** a file from your system.  
**Note:** Must be a pdf file.
- **Upload:** Click on “Choose File” button next to it, then click on **upload** button.
- **Preview:** You can preview the uploaded document by clicking on the **red eye** button.

v. **Passport Photo:** Prefilled from Aadhaar (required \*).

vi. **Declaration statement:** Please select the checkbox to proceed (required \*).

\* I hereby declare that the information / documents provided is true & correct to the best of my knowledge and belief and nothing has been falsely stated. In case any of the provided information is found to be false or incorrect, I am aware that I may be held liable for it.

Previous
Save & Preview Application

**b. Buttons:**

- **Previous:** Click to go to the previous page.
- **Save & Preview Application:** Click to save this page and proceed to the next page.

**15. Preview Application**

The screenshot shows a web application interface for previewing an application. At the top, there is a progress bar with 10 steps: 1. Basic Details (active), 2. Worker Address, 3. Fund Details, 4. Family Details, 5. Certificate Details, 6. Scheme Details, 7. Upload Documents, 8. Final Review, and 9. Payment. Below the progress bar, the title 'PREVIEW APPLICATION' is displayed. The main content area is titled 'Basic Details' and contains a form with the following fields:

Worker Status			
Resident Worker			
Name	Case Of	Gender	Date Of Birth
	C	F	
Address No	Age (Years)	Marital Number	Marital Status
Category	eSchem Number	Blood Group	Education Details
GDN	888760287947	All	Diploma
Email	Rel Available	Already Registered In Other SOC	
N/A	No	No	
Rankin Card Available?			

Ration Card Available?  
No

### Permanent Residential Address

State	District	Subdistrict	Post Office
Assam			
Village*	Street	Locality*	Landmark
	Enter area		Enter area
Pin Code	Post Office		

### Current Residential Address

Type Of Residence	Type Of House	House No./Building No.	Area/Village
	Flats	5	
City	Road	State	District
	gs road	Assam	
Revenue Circle	Post Office	Pin Code	Landmark
			HSAR N K L BOC

### Bank Details

Bank Name	Branch Name	Bank Address	Account Number
	DELHI / NEW DELHI - CONNAUGHT PLACE	DELHI	

### Family Details

Serial No.	First Name	Last Name	DOB	Guardian Name	Relation	Profession	Education	Homeys
1	Ranjit	Gogoi	28-01-2003	N/A		Health and Safety	Below 8	Yes

### 90 days Certificate Details:

Type of Issuer	Name of Issuing Organisation	Issue Number	Issue Date	Name of Issuing Person	Contact No of Issuing Person	Employer Name	Employer Contact
Developer	abc construction	123123	10-06-0023	Pram Singh		abc construction	Pram Singh

### Schemes Availed

Schemes	Registration No	Scheme Registration Date
No data to display		

### Uploaded Documents:

Type Of Documents	Attachments
Worker Bank Photo Copy	<a href="#">View Worker bank Copy</a>
Nominee Bank Photo Copy	<a href="#">View Nominee Bank Photo Copy</a>
Ration card	<a href="#">View Ration Card</a>
Pan card	<a href="#">View Pan Card</a>

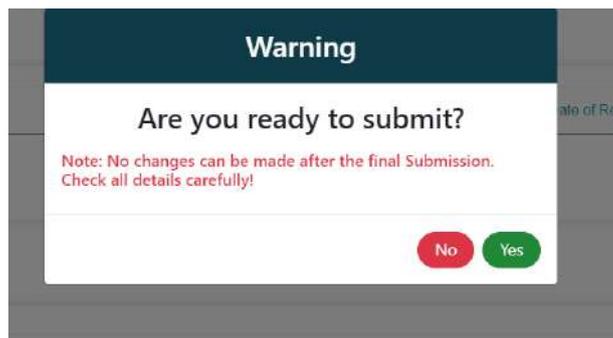
[Edit for Correction](#)
[Download PDF](#)
[Final Submit](#)

**Note:** You will receive a preview of all the application details you have submitted. You can view your documents in “Upload Documents” section.

#### a. Buttons:

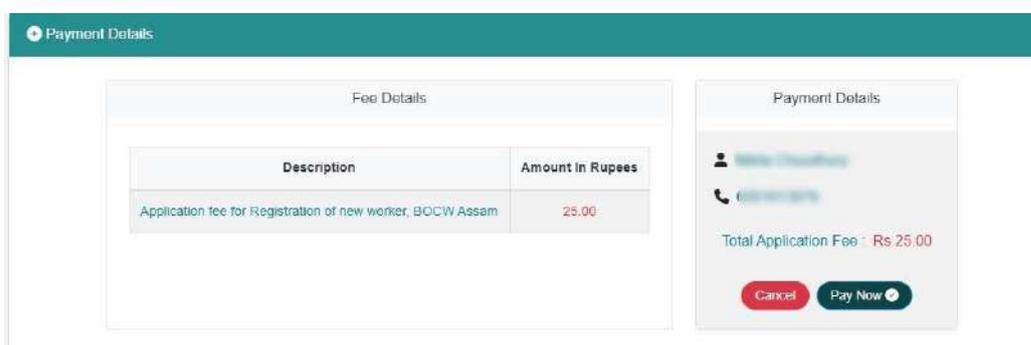
- **Edit For Correction:** Click here to revise your documents.
- **Download PDF:** Click here to download the application.
- **Final Submit:** Ensure that all details are correct before submitting. No changes can be made after submission.

**Note:** A dialog box will appear. Click “yes” to submit, which will redirect you to the payment portal.



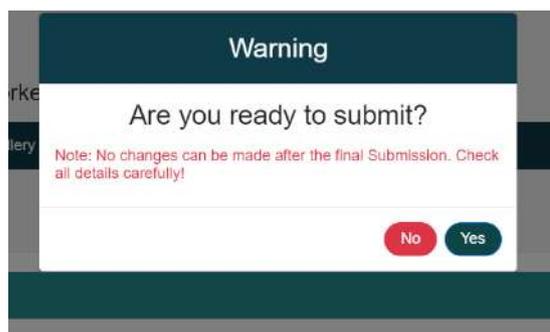
## 16. Payment Details

Payment details along with your name and phone number will appear.



- **Buttons**

- **Cancel:** This button will cancel the current operation and close the form without saving any changes.
- **Pay Now:** Click this button to finalize and submit the payment, completing the transaction process, then click yes.



- **GRAS page will appear**

- **Select for payment mode and bank selection from the available options.**
- **Please select the "Agree" option by clicking the corresponding radio button.**


**GRAS**

**Government Receipt Accounting System**  
 Directorate of Accounts & Treasuries,  
 Government of Assam, India

Citizens who pay through Corporate Banking need to get their transactions authorized by the respective Checker at the respective Bank. Until then the payment will be in pending state, both at Bank and GRAS sites.

Payment for <u>Labour Commissioner</u>	
Bank Account(s)	LED13359 (₹ 25)
Total Non Treasury Amount	₹ 25
Tin No. / Tax ID	
Dealer Name	Nikita Choudhury
Department ID	ABOCWWB2024971073
Total Amount	₹25
Receipt Financial Year	2024-2025
Payment Period	One Time
Payment Mode	<input checked="" type="radio"/> Internet Banking <input type="radio"/> Payment Gateway
Bank Selection	GRAS BANK

All the information entered is found correct in the above draft. I want to proceed for Online/Internet Banking payment using GRAS BANK  
\*Note\* Correction in challan data is not possible once you proceed, click on Cancel button if you want to modify the above information.  
 Refund of challan will be processed by respective Department.  
 Agree  Disagree

Proceed for Payment
Cancel

- Click on **Submit Success** button.

Test Bank Site	
GRN No.	AS000019741202425E
Bank Name	
Party Name	
Tin No.	
AMOUNT	25
Office CODE	LED065

Submit Success
Submit Pending
Submit Failed
Submit Abort
Exit Without Posting Data to GRAS
Update at GRAS and Exit

- Click on **Send anyway** button.



The information you're about to submit is not secure

Because this form is being submitted using a connection that's not secure, your information will be visible to others.

Send anyway

Go back

- After successful completion, Payment Receipt Details page will appear



- Click on the **Acknowledgement Page** button to go to the Acknowledgement page.



- Applicant can download their **Acknowledgement Receipt** and the **Payment Receipt** by clicking on the buttons available or just Return to the Homepage.

## Already Registered Worker Registration

1. Click on the "Onboarding Registration" under "Construction Worker" button on the home page.

The screenshot shows the Nirman Sakhi website interface. The main navigation bar includes 'Home', 'About Us', 'Acts and Rules', 'Schemes and Benefits', 'E-Services', 'MIS', 'PFCs', 'Downloads', 'Photo Gallery', and 'Contact Us'. The 'E-Services' menu is expanded, showing options for 'Construction Worker New Registration', 'Construction Worker Onboarding Registration', 'Construction Worker Membership Renewal', 'Construction Worker Apply For Claims', and 'CESS payee/Collector Login to Proceed'. A prominent button for 'Construction Worker Onboarding Registration' is visible on the right side of the page.

The 'Onboarding Registration' page content includes:

- Onboarding Registration Eligibility Criteria**
  1. Must be already registered as a beneficiary with ABOCWWS.
- Documents required for registration**
  1. Existing Assam BOCW ID card.
  2. Subscription fee payment receipt.
  3. Present address proof (If different from permanent address on Aadhaar): Driving License / Voter ID card / Ration card / Bank passbook / Working record book.
  4. Aadhaar linked bank passbook.
  5. E-Shram Card (for entering correct ID number in the form- not for uploading).
  6. Aadhaar Card (for entering correct ID number in the form- not for uploading).

A note states: "Copies of only original documents shall be allowed for scanning and uploading." Below this, there is a checkbox for "I have read and agree to the Terms and Conditions." and two buttons: "Proceed to Onboarding" and "Back to Homepage".

- Registration Eligibility Criteria for Already Registered Worker/Onboarding Registration:
    - Must be already registered as a beneficiary with ABOCWWS.
  - Documents required for registration:
    - Existing Assam BOCW ID card.
    - Subscription fee payment receipt.
    - Present address proof (If different from permanent address on Aadhaar): Driving License, Voter ID card, Ration card, Bank passbook/ Working record book.
    - Aadhaar linked bank passbook.
    - E-Shram Card (for entering correct ID number in the form- not for uploading).
    - Aadhaar Card (for entering correct ID number in the form- not for uploading).
  - Click the "I have read and agree to the Terms and Conditions" and click on **Proceed to Onboarding** button.
2. Enter the Phone Number. (Upto 4 registrations are allowed for a single mobile number).

Construction Worker Onboarding Form

Phone Number\* (Upto 4 registrations allowed under a single phone number)

Enter Phone Number Check Record

3. If you have partially completed the registration process and have not yet finished it, you can resume from where you left off by enter the OTP sent to your contact number.
  - Select your Ticket ID from the available options.

Construction Worker Onboarding Form

Phone Number\* (Upto 4 registrations allowed under a single phone number)

Check Record

Select Your Application:

6784844848

TICKET/03/01/2025/269800188001

New Onboarding

- Click on **Login through OTP** button in the modal.

Account Details

Temporary Application Id: [Redacted]

Name: [Redacted]

Application Status: Not Submitted

Close Login through OTP

- Click **Generate OTP** button in the modal. OTP will be send to the registered contact number.

Verify Contact Number

Contact Number

[Redacted]

Generate OTP ↻

- Enter the OTP and click **Verify OTP** button.

**Verify Contact Number**

Contact Number

Generate OTP

OTP sent to the Mobile Number: [redacted] Your OTP will be valid for 2 minutes.

Enter OTP

Verify OTP

- Click **OK** appeared in the alert box.

**Verify Contact Number**

Contact Number

Login

- Click **Login** button. You will be redirected to the page you last visited.
4. If you haven't started the registration process, then select on "**New Onboarding**".

**Construction Worker Onboarding Form**

Phone Number\* (Upto 4 registrations allowed under a single phone number)

Check Record

Select Your Application:

New Onboarding

5. Please complete all mandatory fields in the modal.

**Already Registered Worker Details**

District\* (District of the office with which you are registered - Mentioned in your ID Card)

Select District

Office\* (Office with which you are registered - Mentioned in your ID Card)

Select Office

Contact No \*

Citizen Aadhaar Consent

I agree to the Terms and Conditions

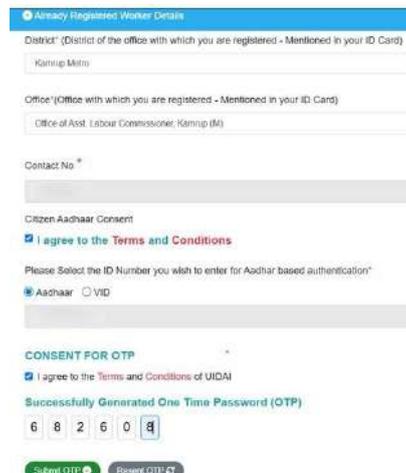
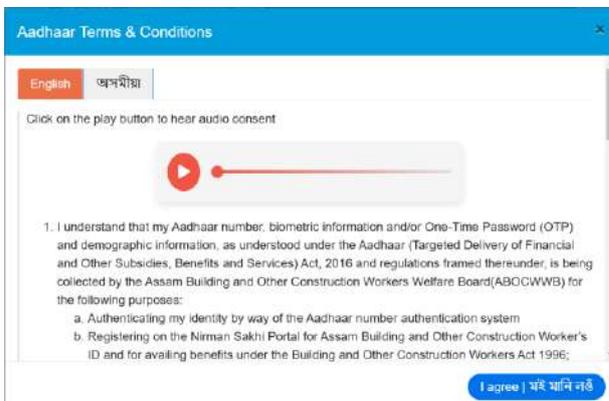
Please Select the ID Number you wish to enter for Aadhar based authentication\*

Aadhaar  VID

Enter 12 Digit UID: Generate OTP

- **DISTRICT:** Select from the available options (required \*).
- **OFFICE:** Select from the available options (required \*).

- **CONTACT NUMBER:** Auto filled.
- **Tick** the “Citizen Aadhaar Consent”. Aadhaar consent will appear. Click “I agree”.



- Please select and enter either of **Aadhaar** or **VID** number you want to give and click on **Generate OTP** button.
- Click the **Generate OTP**.
- Click the **Consent for OTP**.
- Enter the OTP and click on **Submit OTP** button.
- Click on **Resend OTP** button if you have not received OTP yet.
- After successful Aadhar eKYC, click on **Register Now** button.

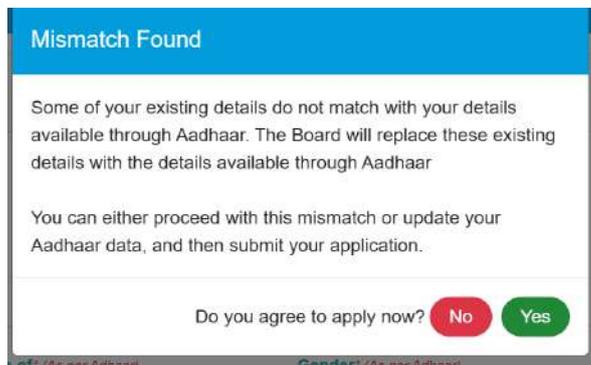
**Note:** If you encounter an error during OTP generation, such as "something went wrong," it may be due to API issues. Please retry.

## 6. Already Registered Worker Details



- a. Please enter a valid ID card number and click the “Fetch Worker Data” button.

- b. **From ID number:** The Name, Care Of, Gender, and Date of Birth information will be extracted directly from the ID card.
- c. **From Aadhaar:** The Name, Care Of, Gender, and Date of Birth information will be extracted directly from the Aadhaar card.
- d. **Note:** If the Aadhaar data and old database data does not match, then the following alert will appear.



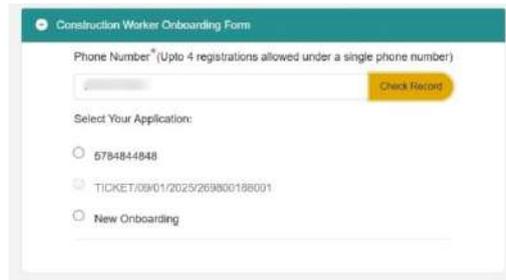
- o If the worker clicks yes, worker can register.
  - o If the worker clicks no, he/she have to correct data in the Aadhaar.
- e. Click the **Register Now** button to go to the next page.



**Note:** This error occurs when the Aadhaar number has already been used for registration. If the worker encounters this error, then he/she must restart the process from step 2.

- i. Enter your phone number. (A single mobile number can be used for up to 4 registrations.)

- ii. If you have partially completed the registration process and have not yet finished it, you can resume from where you left off by entering the OTP sent to your contact number.
  - Select your Ticket ID from the list of available options.



Construction Worker Onboarding Form

Phone Number\* (Up to 4 registrations allowed under a single phone number)

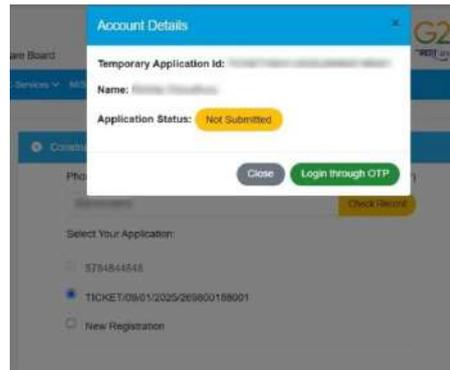
Select Your Application:

5784844848

TICKET/09/01/2025/269800188001

New Onboarding

- Click on the **"Login through OTP"** button in the modal.



Account Details

Temporary Application Id: [redacted]

Name: [redacted]

Application Status: Not Submitted

Select Your Application:

5784844848

TICKET/09/01/2025/269800188001

New Registration

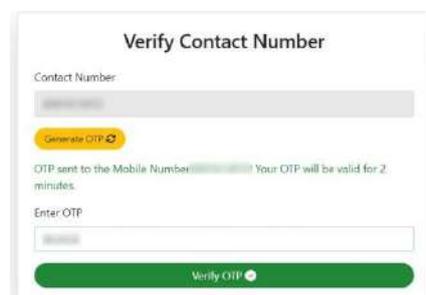
- Click the **Generate OTP** button in the modal. The OTP will be sent to the registered contact number.



Verify Contact Number

Contact Number

- Enter the OTP and click the **Verify OTP** button.



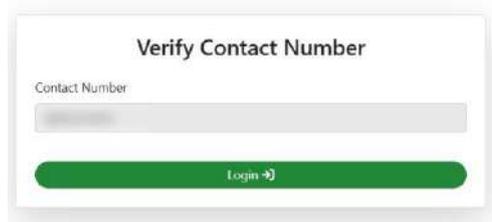
Verify Contact Number

Contact Number

OTP sent to the Mobile Number [redacted] Your OTP will be valid for 2 minutes.

Enter OTP

- Click **OK** when the alert box appears.



**Verify Contact Number**

Contact Number

[Login](#)

- Click the **Login** button. You will be redirected to the last page you visited.
- iii. If you haven't started the registration process, select **New Onboarding**.



**Construction Worker Onboarding Form**

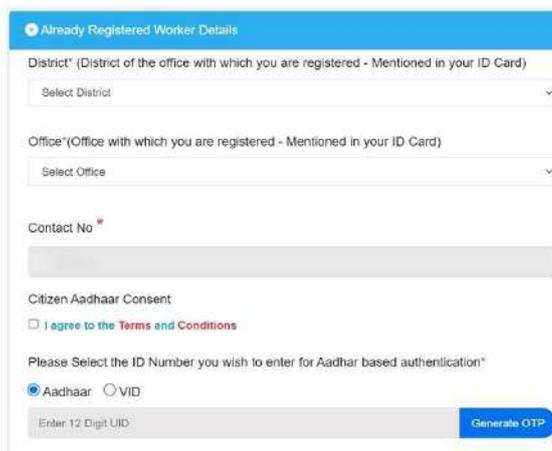
Phone Number\* (Upto 4 registrations allowed under a single phone number)

[Check Record](#)

Select Your Application:

New Onboarding

- iv. Please ensure that all mandatory fields in the modal are completed.



**Already Registered Worker Details**

District\* (District of the office with which you are registered - Mentioned in your ID Card)

Select District

Office\* (Office with which you are registered - Mentioned in your ID Card)

Select Office

Contact No \*

Citizen Aadhaar Consent

I agree to the [Terms and Conditions](#)

Please Select the ID Number you wish to enter for Aadhar based authentication\*

Aadhaar  VID

Enter 12 Digit UID:  [Generate OTP](#)

- **DISTRICT:** Select from the available options (required \*).
- **OFFICE:** Select from the available options (required \*).
- **CONTACT NUMBER:** Automatically filled.
- Tick the **“Citizen Aadhaar Consent”** checkbox.
- The Aadhaar consent message will appear.
- Click **“I Agree”** to proceed.

**Aadhaar Terms & Conditions**

English | অসমীয়া

Click on the play button to hear audio consent

1. I understand that my Aadhaar number, biometric information and/or One-Time Password (OTP) and demographic information, as understood under the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations framed thereunder, is being collected by the Assam Building and Other Construction Workers Welfare Board (ABOCWWB) for the following purposes:

- Authenticating my identity by way of the Aadhaar number authentication system
- Registering on the Nirman Sakhi Portal for Assam Building and Other Construction Worker's ID and for availing benefits under the Building and Other Construction Workers Act 1996;

**I agree | মইে মানি নহে**

**Already Registered Worker Details**

District (District of the office with which you are registered - Mentioned in your ID Card)  
Kamrup Miri

Office (Office with which you are registered - Mentioned in your ID Card)  
Office of Asst. Labour Commissioner, Kamrup (M)

Contact No \*

Citizen Aadhaar Consent  
 I agree to the Terms and Conditions

Please Select the ID Number you wish to enter for Aadhar based authentication\*  
 Aadhaar  VID

**CONSENT FOR OTP**  
 I agree to the Terms and Conditions of UIDAI

**Successfully Generated One Time Password (OTP)**  
6 8 2 6 0 4

**Submit OTP** **Resend OTP**

- Please select and enter either your Aadhaar number or VID number, then click the **Generate OTP** button.
- Click on **Consent for OTP**.
- Enter the OTP and click the **Submit OTP** button.
- Click on the **Resend OTP** button if you have not received the OTP yet.
- After completing the Aadhaar eKYC successfully, click on the **Register Now** button.

**Note:** If you encounter an error during OTP generation, such as "Something went wrong," it may be due to an API issue. Please try again.

#### v. Already Registered Worker Details

**Already Registered Worker Details**

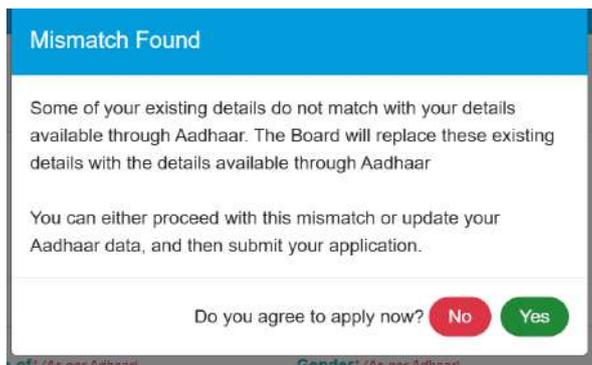
Enter Worker ID Card \*  
ABOCWWB/TSK/12857  
**Fetch Worker Data**

Name * (As per Aadhar)	Care Of (যদি থাকে) * (As per Aadhar)	Gender (প্ৰকাৰ) * (As per Aadhar)	Date of Birth (জন্ম তাৰিখ) * (As per Aadhar)
Fetch Worker Data	Fetch Worker Data	Male	21/01/1982
Fetch Worker Data	Fetch Worker Data	Male	Fetch Worker Data

**Edit Message** **Register Now**

- Please enter a valid ID card number and click the **Fetch Worker Data** button.
- From ID number:** The Name, Care Of, Gender and Date of birth details will be directly extracted from the ID card based on the provided ID number.
- From Aadhaar:** The Name, Care Of, Gender, and Date of Birth details will be automatically extracted from the Aadhaar card.

**Note:** If the Aadhaar data does not match the old database records, the following alert will be displayed.



- If the worker clicks **yes**, they will be able to register.
  - If the worker clicks **no**, they must correct the data in their Aadhaar.
- d. Click the **Register Now** button to go to the next page. The worker will be redirected to the Basic Details Page.

## 7. Basic Details Form

All the mandatory fields are marked with an asterisk (\*)

- a. **Name:** Three fields for Name-
- Pre-filled from Aadhaar (required \*).
  - Pre-filled as per existing BOCW card.

The Aadhaar data will be considered the primary data source.

- b. **Care Of:** Three fields for Care Of-
- Pre-filled from Aadhaar (required \*).
  - Pre-filled as per existing BOCW card.

**Note:** The Aadhaar data will be considered the primary data source.

- c. **Gender:** Three fields for Gender-

- Pre-filled from Aadhaar (required \*).
- Pre-filled as per existing BOCW card.

**Note:** The Aadhaar data will be considered the primary data source.

**d. Date Of Birth:** Two fields for Date Of Birth-

- Pre-filled from Aadhaar (required \*).
- Pre-filled as per existing BOCW card.

**Note:** The Aadhaar data will be considered the primary data source.

**e. Age:** Two fields for Date Of Birth-

- Automatically calculated from Aadhaar.
- Automatically calculated from existing BOCW card.

**Note:** The Aadhaar data will be considered the primary data source.

**f. Marital Status:** Select from the available options (required \*).

**g. Category:** Select from the available options (required \*).

**h. Contact Number:** pre-filled from Aadhaar (required \*).

**i. E-Shram Number (UAN):** Enter the eShram number and proceed (required \*).

**Note:** e-Shram number must have exactly 12 digits.

**j. Education Details:** Select from the available options (required \*).

**k. Blood Group:** Select from the available options (required \*).

**l. Subscription fees paid till date:** required \*.

**m. Card Issue Date:** required (as per existing ID card)\*.

**n. Card Validity Date:** required (as per existing ID card)\*.

**o. Subscription Payment Date:** required \*.

**p. Amount Paid:** required \*.

**q. Date of Retirement:** Auto filled.

**r. Profession:** Select from the available options (required \*).

**s. Do you have a PAN number? :** Select from yes/no.

- If you select yes, enter your PAN number (required \*) and proceed to next field.
- If you select no, proceed to next field.

**t. PF number:** optional.

**u. ESIC number:** optional.

**v. Already registered in other State BOCW Board? :** Select from yes/no (required \*).

- If you select yes,
  - Select the state of the board under which you are registered with (required \*).
  - Enter your BOCW Membership ID (required \*).
- If you select no, proceed to next field.

**w. Do you have a Ration Card? :** Select from yes/no (required \*).

- If you select yes
  - Enter your Ration Card Number (required \*).
  - Select from available options in Ration Card Type (required \*) and proceed to next field.
- If you select no, proceed to next field.

**x. Button:** Click on “Save Basic Details” button and proceed.

## 8. Worker Address

### 1. Permanent Address

Note: (\*) Marked as mandatory fields

**Permanent Address**

State (Assam) District (Golaghat) Sub-district (Golaghat) Post Office (Golaghat)

Village/Area (Golaghat) Locality (WARD NO10) Landmark (NEAR N R L BOC)

Pin Code (781021)

Copy Permanent Address as Present Address

**a. State:**

- Pre-filled from Aadhaar (required \*).

**b. District:**

- Pre-filled from Aadhaar (required \*).

**c. Subdistrict:**

- Pre-filled from Aadhaar (required \*).

**d. Post Office:**

- Pre-filled from Aadhaar (required \*).

**e. Village/Area:**

- Pre-filled from Aadhaar (required \*).

**f. Locality:**

- Pre-filled from Aadhaar (required \*).

**g. Landmark:**

- Pre-filled from Aadhaar (required \*).

**h. Pin Code:** pre-filled from Aadhaar.

### 2. Present Address

Copy Permanent Address as Present Address

**Present Address**

Type of Document (\*)  
 90 Days Work Experience Certificate / Whitebook  
 Driving License / Voter ID card / Ration card / Other passport

Type of Residence\* (Select Residence) Type of House\* (Select House) House No (1581 House/Chowringhi) Locality\* (WARD NO10)

Village/Area\* (Golaghat) Landmark (NEAR N R L BOC) Post Office (Golaghat) Sub-district (Golaghat)

District\* (Assam) State\* (Assam) Pin Code (781021)

**a. If your Current Address is same as Permanent Address**

- Please click the checkbox.



- d. **Bank Address:** pre-filled from IFSC Code required \*.
- e. **Account Number:** required \*.
- f. **Confirm Account Number:** re-enter the Account Number required \*
- g. **Buttons:**
  - i. **Previous:** Click to go to the previous page.
  - ii. **Save Bank Details:** Click to save this page and proceed to the next page.

## 10. Family | Nominee Details

- e. **First Name:** required \*.
- f. **Last Name:** required \*.
- g. **DOB:** Should be **date-month-year** format (required \*).
- h. **Age:** Automatically calculated from date of birth (DOB).
- i. **Select Nominee:** Select yes/no from the available options (required \*).
- j. **Guardian Name:** If the Age of the person is below 18 years, enter the guardian name.
- k. **Nominee Share:** If you select Nominee as “yes”:  
  - Enter the **Nominee Share** (must be 100% if one nominee and cumulatively 100% for multiple nominees).

If you select “no”, can’t proceed.

- l. **Relation with Applicant:** Select from the available options (required \*).

- m. **Already Registered with Assam BOCW Board / other state BOCW Board?:** Select yes/no from the available options (required \*).

**Note:** If you select “yes”:

- Select State from the available list.
- Enter **BOCW Membership ID**.

If you select “no”, proceed next.

- n. **Action:** If you want to remove/delete the entry click this **red** button.
- o. **Buttons:**



- **Add New Row:** If you want to add another family member, please click this button.
- **Previous:** Click to go to the previous page.
- **Save Family:** Click to save this page and proceed to the next page.

## 11. Scheme Details

### i. Have you been enrolled in any flagship schemes? :

Select “yes/no” from the available options (required \*).

**Note:** If “yes”:

- **Mention the external Schemes availed:** Select from the available options (required \*).
- **Registration No:** required \*
- **Scheme Registration Date:** Should be **date-month-year** format (required \*)
- **Action:** If you want to remove/delete the entry click this **red** button.
- **Add New Row:** If you want to add another entry, please click this button.

Registration - Construction Worker  
Application No - 000000024

Other Schemes | অন্যান্য আঁচনি

Have you been enrolled in any flagship schemes | আপনি কোনো ফ্ল্যাগশিপ আঁচনিত নামভর্তি কবিচ্ছেন?  Yes | হয়  No | নহয়

Mention the external Schemes availed   উপলব্ধ বাহ্যিক আঁচনিসমূহের সংক্ষেপ কবক	Registration No   পঞ্জীয়ন নং	Scheme Registration Date   আঁচনের পঞ্জীয়নের তারিখ	Action
PM SVANidhi		dd-mm-yyyy	

Add New Row

Previous Save Other Schemes

If “no”: Proceed to next page by clicking “Save Other Schemes” button.

Registration - Construction Worker  
Application No - 000000024

Other Schemes | অন্যান্য আঁচনি

Have you been enrolled in any flagship schemes | আপনি কোনো ফ্ল্যাগশিপ আঁচনিত নামভর্তি কবিচ্ছেন?  Yes | হয়  No | নহয়

Previous Save Other Schemes

## ii. Buttons:

- **Previous:** Click to go to the previous page.
- **Save Other Schemes:** Click to save this page and proceed to the next page.

## 12. Supporting Documents

**Note:** For PDF File the size should not exceed 500kb



S.No.	Type of Documents	Status	Upload	Review
1	Existing Aowan BOCW ID Card	Pending	Choose File	
2	Subscription Payment receipt	Pending	Choose File	
3	Bank Passbook Copy (Another Linked Bank Account)	Pending	Choose File	
4	Ration Card	Pending	Choose File	
5	PAN Card	Pending	Choose File	
6	Passport Image (for per Aowan)			

I hereby declare that the information / documents provided is true & correct to the best of my knowledge and belief and nothing has been falsely stated. In case any of the provided information is found to be false or incorrect, I am aware that I may be held liable for it.

### Type of Documents:

#### i. Existing BOCW ID Card:

- **Choose** a file from your system.

**Note:** Must be a pdf file.

- **Upload:** Click on “Choose File” button next to it, then click on **upload** button..
- **View:** Click the “red-eye” button to view your uploaded file.
- **Status:**
  - Before uploading file, status will show as “**pending**”.
  - After uploading file, status will show as “**uploaded**”.

#### ii. Subscription Payment Receipt:

- **Choose** a file from your system.

**Note:** Must be a pdf file.

- **Upload:** Click on “Choose File” button next to it, then click on **upload** button..
- **View:** Click the “red-eye” button to view your uploaded file.
- **Status:**
  - Before uploading file, status will show as “**pending**”.
  - After uploading file, status will show as “**uploaded**”.

#### iii. Bank Passbook copy:

- **Choose** a file from your system.

**Note:** Must be a pdf file.

- **Upload:** Click on “Choose File” button next to it, then click on **upload** button..
- **View:** Click the “red-eye” button to view your uploaded file.
- **Status:**
  - Before uploading file, status will show as “**pending**”.
  - After uploading file, status will show as “**uploaded**”.

**iv. Ration Card:**

- **Choose** a file from your system.

**Note:** Must be a pdf file.

- **Upload:** Click on “Choose File” button next to it, then click on **upload** button.
- **Preview:** You can preview the uploaded document by clicking on the **red eye** button.

**Note:** This field will appear only when you select Ration Card as “yes” in “basic details form”.

**v. PAN Card:**

**Note:** This field will appear only when you select PAN Card as “yes” in “basic details form”.

- **Choose** a file from your system.

**Note:** Must be a pdf file.

- **Upload:** Click on “Choose File” button next to it, then click on **upload** button.

**Preview:** You can preview the uploaded document by clicking on the **red eye** button.

**Passport Photo:** Automatically uploaded from Aadhaar (mandatory).

**viii. Declaration statement:** Please select the checkbox to proceed (required \*).



The screenshot shows a form with a declaration statement: "I hereby declare that the information/documents provided is true & correct to the best of my knowledge and belief and nothing has been falsely stated. In case any of the provided information is found to be false or incorrect, I am aware that I may be held liable for it." There is a checked checkbox next to this statement. Below the form are two buttons: a yellow "Previous" button and a green "Save & Preview Application" button.

**Buttons:**

- **Previous:** Click to go to the previous page.
- **Save & Preview Application:** Click to save this page and proceed to the next page.



### 13. Preview Application

**Note:** You will receive a preview of all the application details you have submitted. You can view your documents in “Upload Documents” section.

PREVIEW APPLICATION

1 Basic Details

Worker Status Ration Worker	BOC ID Card [Blank]	Card Validity date 12-05-2021	Date of issue 04-05-2021 <small>Not for Pre Existing BOCW Card</small>
Subscription Payment Date 04-05-2021	Amount Paid 100	Name [Blank]	Care of [Blank]
Gender Male	Date of Birth 10-04-1995	Category ST	eShram Number 100789793847
Age [Blank]	Mobile Number [Blank]	Blood Group O+	Education Details Post graduation
Profession Rashtriya Kisan Siksha Yojana	BOC Number 07/8/003	Ration Card Available? Yes	Ration Card Type Antyodaya Anna Yojana (AAY)

1 Permanent Residential Address

State Assam	District Dibrugarh	Sub-district Golaghat	Post Office Golaghat
Village Golaghat	Road/Street [Blank]	Locality [Blank]	Landmark [Blank]
Pin Code 785021	Post Office Golaghat		

2 Current Residential Address

Type of Residence Owned	Type of House Pucca	House No./Building No 4	Area/Village Golaghat
City Ward No 10	Road NA	State Assam	District Jorhat
Revenue Circle Golaghat	Post Office Golaghat	Pin Code 785021	Landmark NEAR N R L BOC

3 Family Details

Srsl	First Name	Last Name	DOB	Gender	Marital Status	Bank/ST/OT	Bank/ST/OT	Already Registered?	BOC ID
1	[Blank]	[Blank]	18-03-1995	NA	Single	Yes	100	No	1234

4 Schemes Availd

Scheme	Registration No	Date of Registration
No data to display		

5 Uploaded Documents:

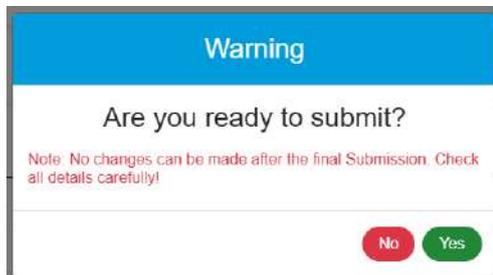
Name of Documents	Attachment
Existing Assam BOCW ID Card	<a href="#">View</a>
Subscription Receipt Copy	<a href="#">View</a>
Bank Passbook Copy (wither Linked Bank Account)	<a href="#">View</a>

**Buttons:**

- **Edit For Correction:** Click here to revise your documents.
- **Download PDF:** Click here to download the application.

- **Final Submit:** Ensure that all details are correct before submitting. No changes can be made after submission.

**Note:** A dialog box will appear. Click “yes” to submit.



#### 14. Acknowledgement Page

After successful registration the acknowledgement Page will appear, which will be forwarded to the Registering Officer for approval.

**Buttons:**

- Download Receipt:** Click here to download Receipt.
- Download Payment Receipt:** Click here to download Payment Receipt.
- Return to Homepage:** Click here to return to the Homepage.



## Worker Login

### a. Access the Login Page:

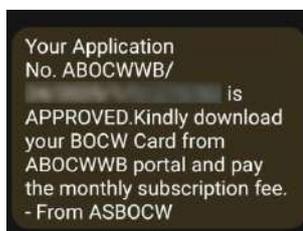
- Navigate to the homepage.
- Locate and select the "Login" option on the far right side of the navigation bar.



- From the menu, select "Worker Login."

### b. Authentication:

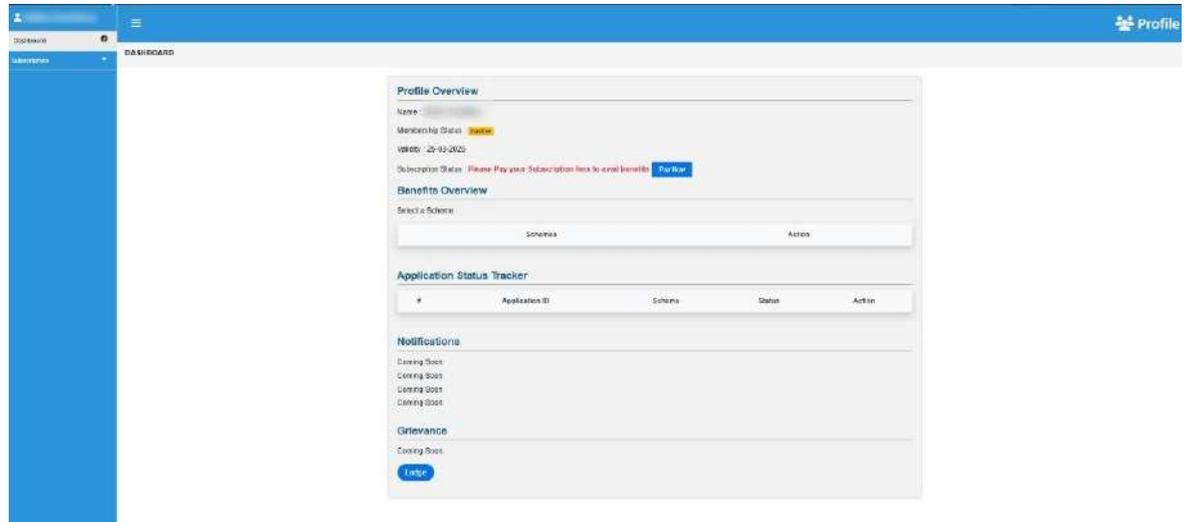
- Enter your ID card number received in sms.



- Click on **Login through OTP** button.
- An OTP will be sent to your registered mobile number.
- Enter OTP and click on **Verify OTP** button.

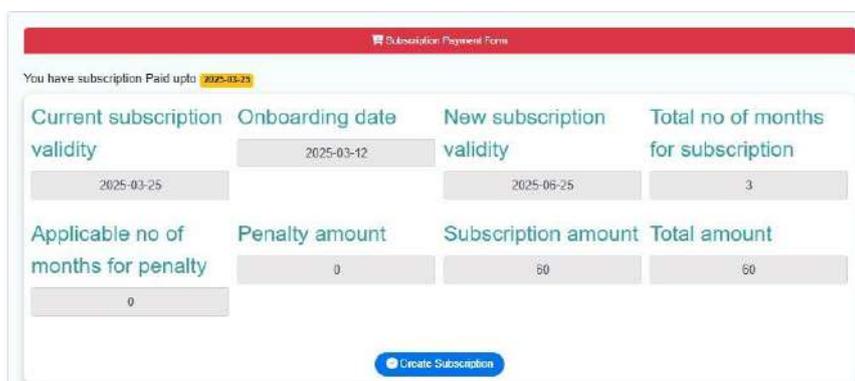
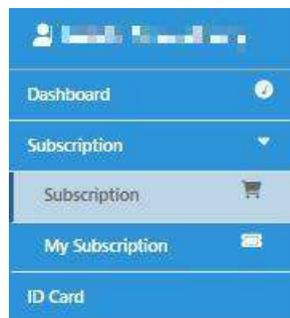


- c. **Dashboard:** The worker can see their **Account activation status** and **Payment status**.

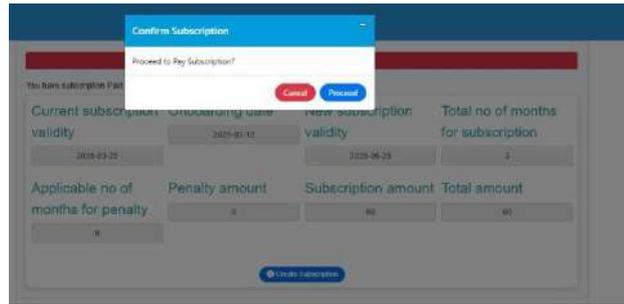


i. **Subscription Process:**

- Click on the **Pay Now** button or navigate to **Subscription** option in the sidebar.



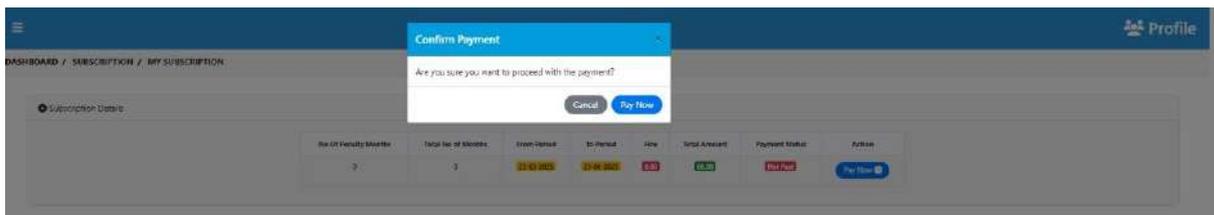
- Click on **Create Subscription** button.



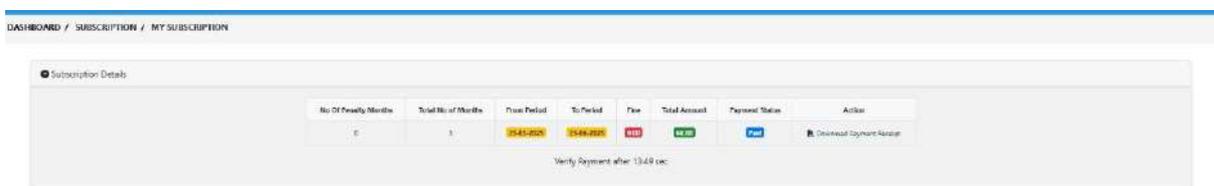
- A popup will appear. Click on **Proceed**.



- Click on **Pay now** button.



- Another pop up will appear. Click on **Pay Now** button.
- Subscription details of the worker will appear in the dashboard.
- After successful payment, the Payment receipt can be downloaded



## ii. ID Card Download:

- Upon successful subscription, please navigate to the **ID Card** section in the side navigation bar and **view** and **download** their ID Card.

NH&B Cheuchury				Profile
ID Card				
ID No	Generated On	Action		
1	2025-09-17 07:26:11	<a href="#">View</a>	<a href="#">Download PDF</a>	

ASSAM BUILDING & OTHER CONSTRUCTION WORKERS' WELFARE BOARD  
As per Assam BOCW Rules of 1963 Act 3396

**THE BOCW WF / Assam BOCW Card**

Mr / Ms / Other:

Registration No:

DOB:

Gender:

Religion:

Education:

Occupation:

Address:

Signature:

Photo: 

ASSAM BUILDING & OTHER CONSTRUCTION WORKERS' WELFARE BOARD  
As per Assam BOCW Rules of 1963 Act 3396

**THE BOCW WF / Assam BOCW Card**

Permanent Address:

Present Address:

Phone No:

Contact No:

QR Code: 

If this card is lost / someone's used Card is found, Please inform / return to:  
Assam Building and Other Construction Workers' Welfare Board, Lakhmipur Government, Government of Assam, Dispur, Assam, India - 781005

Website: <https://wbocw.nhb.gov.in> Email: [wbocw@nhb.gov.in](mailto:wbocw@nhb.gov.in)

## Worker Renewal

- Go to the Home page



- Click on **Membership Renewal** under construction worker
- Enter **Worker ID card Number** and click on **Login through OTP**.
- Enter the OTP and click on **Verify OTP** button.

**Worker Renewal Form**

**Eligibility for membership renewal with ABOCWWB:**

- The worker must be a registered member of the ABOCW Welfare Board and shall not have completed 60 years of age.
- The worker shall not be a member of any other welfare fund.
- The worker must have worked in any construction work for a minimum of 90 days in the year immediately preceding (last 12 months).
- The worker shall not have any default in subscription fees. If so, he/she must pay the fees with the applicable penalty to be able to renew the membership.

**Documents Required for uploading**

- Updated worker's record book (as per new format) [Download](#)

**Note:** Copies of only original documents shall be allowed for uploading. Photo copy/erox copy documents shall not be accepted as valid documents.

**ID Card Number:**

Enter your ID Card Number

[Login through OTP](#)

**Worker Renewal Form**

**Eligibility for membership renewal with ABOCWWB:**

- The worker must be a registered member of the ABOCW Welfare Board and shall not have completed 60 years of age.
- The worker shall not be a member of any other welfare fund.
- The worker must have worked in any construction work for a minimum of 90 days in the year immediately preceding (last 12 months).
- The worker shall not have any default in subscription fees. If so, he/she must pay the fees with the applicable penalty to be able to renew the membership.

**Documents Required for uploading**

- Updated worker's record book (as per new format) [Download](#)

**Note:** Copies of only original documents shall be allowed for scanning and uploading.

**ID Card Number:**

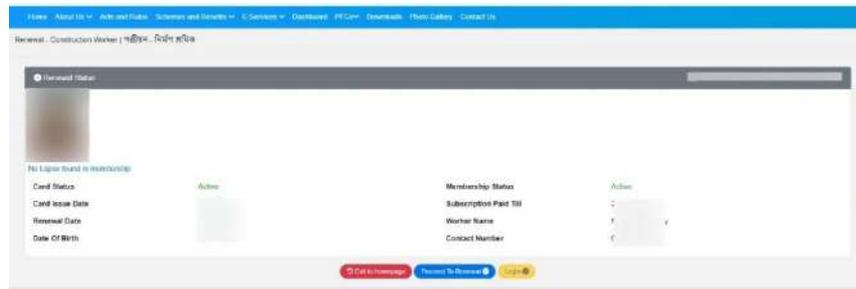
OTP has been sent to the Mobile Number \*\*\*\*\*

Please Enter Otp

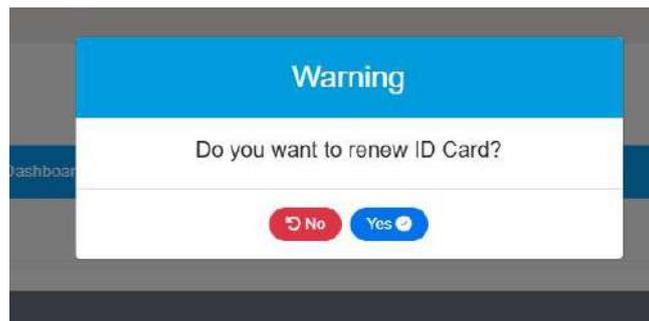
[Verify OTP](#)

Resend OTP in 118 Seconds

- Details of the Worker renewal status appears.



- Click on **Proceed to Renewal** button and click on **Yes**.



- A preview page will appear where worker can edit his/her's details.
- Click on **final submit** button and click on the **yes**.

