

**COMMON APPLICATION FORM AND OTHER APPLICATION FORMS
INDEX**

Forms	Page No.
A. Common Application Form	3
B. Application Forms Prescribed Under Acts and Rules	
1 Consent for Establishment of Industry under Water (Prevention & Control of Pollution) Act, 1974	12
2 Consent for Establishment of Industry under The Air (Prevention & Control of Pollution) Act, 1981	18
3 Registration & grant of licence under The Factories Act, 1948	22
4 Approval of Plans & permission to construct / extend / or take into use any building as a factory under The Factories Act, 1948	27
5 Approval of site for hazardous process factory under The Factories Act, 1948	30
6 Registration of Establishment under Contract Labour (Regulation & Abolition) Act, 1970	34
7 Registration under Chhattisgarh Vanijyik Kar Adhinyam, 94	36
8 Registration under The Central Sales Tax Act, 1956	38
9 Permission for Development of Land under Chhattisgarh Nagar Tatha Gram Nivesh Adhinyam, 1973	41
10 Permission to develop, erect, re-erect or to make alteration in any place in a Building under Chhattisgarh Nagar Tatha Gram Nivesh Adhinyam, 1973	44
11 Permission for use of Forest Land for Non-Forest Purposes under Forest (Conservation) Act, 1980	45
C. Application Forms Prescribed by the Administrative Departments -	
1 Provisional Registration of Small Scale Industry at District Trade & Industries Centre	46
2 Allotment of CSIDC Industrial Land	52
3 Allotment of Government Land	57
4 Acquisition of private land	61
5 Exemption from payment of stamp duty by District Trade & Industries Centre/ Industries Commissioner	65
6 No Objection Certificate by local bodies	67
7 Permission for building construction by Gram Panchayat	68
8 Permission of land diversion	70
9 Sanction of allotment of water by Water Resource Department	71
10 Power availability certificate by CSEB	73
11 Sanction of power supply for L.T. connection by CSEB	75
12 Sanction of power supply for H.T. connection by CSEB	78
13 Approval of drawings by Electrical Inspector	81
14 Environment consent for small scale industry under simplified procedures by District Trade & Industries Centre	83
15 Registration of boiler under Indian Boiler Act - 1953	85
16 Permanent registration of small scale industry by District Trade & Industries Centre	90
17 Production certificate for medium & large scale industry by District Trade & Industries Centre	102

No. :

Govt. of Chhattisgarh

State Investment Promotion Board

SINGLE WINDOW CLEARANCE

COMMON APPLICATION FORM

&

OTHER APPLICATION FORMS

for Establishment of Industries.

APPLY TO :

For Projects above Rs. 10.00 Cr.

State Investment Promotion Board

Renuka Dwar, Near Mantralaya, Shastry Chowk,
RAIPUR - 492001 (Chhattisgarh)

Tel. : 0771-5066351,5066352

Fax : 0771-5066315

For Projects upto Rs. 10.00 Cr.

District Investment Promotion Committee

C/o District Trade and Industries Centre

District-----

Tel. -----

Fax -----

Form - 1

(See Rule - 4 (2))

COMMON APPLICATION FORM

INVESTOR'S INFORMATION

1. Investor's Details -----

1.1 Name of Investor/Company -----

1.2 Address of Regd. Office -----

Tel. ----- Fax -----

Email ----- Website -----

1.3 Name of Chairman/M.D. -----

Address -----

Tel. ----- Fax -----

Email ----- Website -----

1.4 Nature of Organization (Please tick)

- | | |
|-----------------|-------------------------|
| 1. Proprietary | 6. Co-operative Society |
| 2. Partnership | 7. Public sector |
| 3. Pvt. Ltd. | 8. NRI |
| 4. Public Ltd. | 9. FDI |
| 5. Joint Sector | 10. Others |

1.5 For Proprietary only. Do you belong to (Please tick)

1. SC 2. ST 3. OBC 4. Women

PROJECT INFORMATION

2. Project Details

2.1 Name of Unit -----

Address for Correspondence -----

Tel.----- Fax ----- Email-----

2.2 Nature of Proposed organization (please tick)

- | | |
|-----------------|-------------------------|
| 1. Proprietary | 6. Co-operative Society |
| 2. Partnership | 7. Public sector |
| 3. Pvt. Ltd. | 8. NRI |
| 4. Public Ltd. | 9 FDI |
| 5. Joint Sector | 10. Others |

2.3 Date of Incorporation of the Company. -----

2.4 Regd. No. -----

2.5 Name of M.D./ Director with complete address &

Tel.----- Fax ----- Email-----

(1)-----

(2)-----

(3)-----

2.6 Local Office [contact person] Name -----

Address -----

Tel.----- Fax ----- Email-----

(1)-----

(2)-----

(3)-----

2.7 Registration for the Project.

(1) FIPB/RBI Approval No. -----Dt. ----- Valid up to -----

(2) EOU Registration No. -----Dt. ----- Valid up to -----

(3) IEM No. -----Dt. ----- Valid up to -----

(4) Prov. SSI Registration No. -----Dt ----- Valid up to -----

2.8 Project Status (Please tick)

1. New Project

2. Expansion

3. Diversification

2.9 Nature of Activity (Please tick)

1. Manufacturing / Assembling 2. Processing

3. Job Work

4. Repairing / Servicing

2.10 Location of the Project.

(a) CSIDC Ind. Area.

Plot No. -----

Area -----

Dist. -----(Chhattisgarh)

(b) Out side CSIDC Ind. Area

Village----- Tehsil -----

Distt. ----- (Chhattisgarh)

2.11 Items proposed to manufacture

Sr. No.	Name of product	NIC code	Capacity/ per year (Unit)
1.			
2.			
3.			
4.			
5.			

2.12 Details of manufacturing process

2.13 Details of By- product

Sr.No.	Name	Quantity per Year (Unit)
1.		
2.		
3.		

2.14 Requirement of Raw material

Sr. No.	Name of Product	Name of Raw Material	Yearly Requirement	Unit
1.				
2.				
3.				

2.15 List of proposed Plant & Machinery

S.No.	Name of Machine	Purpose	Nos.	H.P.	Value Rs.
1.					
2.					
3.					
4.					
5.					

2.16 Estimated Project Cost.

1. Land	Rs. -----
2. Land Devp. Charge	Rs. -----
3. Building (Office)	Rs. -----
4. Building (Factory)	Rs. -----
5. Plant and Machine	Rs. -----
6. Ele. Installation	Rs. -----
7. Pollution Control Equipment	Rs. -----
8. Other	Rs. -----
9. Misc.	Rs. -----
10. Preliminary and Pre operative	Rs. -----
(A) Total	Rs. -----
(B) Working capital .	Rs. -----
Grand Total (A) +(B)	Rs. -----

2.17 Proposed Means of Finance

1. Equity	Rs. -----
2. Internal Accrual	Rs. -----
3. Public Issue	Rs. -----

- 4. Foreign Equity Rs. -----
- 5. Term Loans From Bank / Financial Institutions. Rs. -----
- 6. Unsecured Loan Rs. -----
- 7. Other Source Rs. -----

Total Rs. -----

2.18 Proposed Employment

Sr. No.	Particulars	From the State	From out of State	Total
1.	Unskilled			
2.	Skilled			
3.	Supervisory			
4,	Managerial			
	Total			

2.19 Project Completion Schedule

- 1. Date of commencement of Construction -----
- 2. Date of commencement of Trial Production -----
- 3. Date of commencement of Commercial Production -----

2.20 Any other Information

PROJECT REQUIREMENT

3. Land

3.1.1. Own land

- (1) Details of Area -----
(Khasra No./ Rakba Hect.)
- (2) Village -----
- (3) Tehsil -----
- (4) District ----- (Chhattisgarh)

3.1.2. CSIDC land-----

- (1) Name of Ind. Area
District ----- (Chhattisgarh)
- (2) Area Applied -----
- (3) Constructed Area -----
- (4) Open Area -----

3.1.3 Government land Requirement -----

- (1) Details of Area -----
(Khasra No./ Rakba Hect.)
- (2) Village -----
- (3) Tahsil -----
- (4) District ----- (Chhattisgarh)

3.1.4 Private Land for Acquisition -----

- (1) Details of Area -----
(Khasra No./ Rakba Hect.)
- (2) Village -----
- (3) Tahsil -----
- (4) District ----- (Chhattisgarh)

3.2 Water

- (A) Water requirement for project ----- Million Cubic Meter/Year
- (B) Source of water -----
 - (1) Village -----
 - (2) Tahsil -----
 - (3) District ----- (Chhattisgarh)

3.3 Power

- (1) Requirement of Power----- KW/ HP
(2) Maximum Power Load----- KVA
(3) Date of Power Requirement-----
(4) Captive Power Plant----- MW

3.4 Manpower Requirement

Sr.No	Grade	Branch	Nos.
1.	ITI Trained		
2.	Diploma Engineer		
3.	Graduate Engineer		
4.	B.Sc. /M.Sc.		
5	Commerce Graduate		
6.	Graduate		
7.	Others		

DECLARATION

I, Shri/Smt. S/o/W/o Shri
Aged Residing at (Designation).....
..... of M/s Regd office at
.....
.....

hereby declare that the information furnished by us to the SIPB/DIPC Dist.,
Govt. Of Chhattisgarh. by our company in this Common Application Form are true to the best of my
knowledge, belief and record. We indemnify the above agencies or any other agency under the jurisdiction
of Govt of Chhattisgarh from liabilities of any nature that may arise due to the decision taken based
on the information contained in this application form which may be inadequate, inaccurate, erroneous
etc. and the management of my company assumes complete responsibility in this regard.

Further, my company undertake to provide any additional information or clarification as required
by SIPB/DIPC, Govt. of Chhattisgarh or its agencies during and after processing of
our application.

We undertake to pay the fees/charges payable to Govt of Chhattisgarh and its agencies
as prescribed under the rules for according approval and charges fixed for water, energy, etc. and
other charges fixed by the Govt. of Chhattisgarh from time to time.

We understand that this single window clearance facility through SIPB/DIPC is to assist our
company in getting statutory clearances expeditiously. We indemnify. SIPB/DIPC, Govt. of Chhattisgarh
and its agencies from any liabilities whatsoever.

Place

Date

Official Seal of the

Authorized Signatory.....

Company

Name

For

Designation

Application form for consent for establishment of industry under Water (Prevention & Control of Pollution) Act, 1974

(To Be Submitted In Triplicate)

Application for Consent for establishing or taking any steps for establishment of Industry / operation / process or any treatment / disposal system for discharge, continuation of discharge under section 25 or section 26 of the Water (Prevention & Control of Pollution) Act, 1974

(See Rule 3)

From :

Date :

To,

Chief Engineer & Officer On Special Duty
Chhattisgarh Environment Conservation Board,
Raipur, Chhattisgarh

I/We hereby apply for Consent / Renewal of consent under section 25 or section 26 or the Water (Prevention & Control of Pollution) Act, 1974 (No. 6 of 1974) for establishing or taking any step for establishment or Industry / operation / process / or any treatment / disposal system to bring into use any new / altered outlet for discharge sewage / trade effluent to continue to discharge Sewage trade effluent from land / premises owned by. The other relevant details are as below :

1. Full name of applicant :
2. Nationality of applicant :
3. Status of the applicant :
 - a) Individual :
 - b) Proprietary concern :

- c) Partnership firm :
(Whether registered or unregistered)
- d) Joint family concern :
- e) Private Limited Company :
- f) Public Limited Company :
- g) Government Company :
1) State Government
2) Central Government
3) Union Territory
- h) Foreign Company :
(If a foreign company, the
details of registration, in
corporation etc.)
- i) Any other Association or Body :
4. Name Address and Telephone No. :
of the applicant (the full list of
individuals, partners, Persons,
Chairman (Full time or Part time)
Managing Directors, Managing
Partners / Directors (Full time or
Part time) other kinds or office beares
are to be furnished, with their period
of tenures in the respective office,
with telephone No. and address)
5. Address of the Industry :
(Survey No., Khasra No., Location
as per the Revenue Record, Village,
Firka, Tehsil, District, Police Station or
SHO, Jurisdiction of the First Class Magistrate)
6. Details of Commissioning etc. :
a) Approximate date of the Proposed
commissioning of work
b) Expected date of production / :
date of production (if existing)

7. Total Number of employees expected to be employed :
8. a) Details of licence, if any obtained under the provisions of Industrial Development Regulation Act, 1951. :
- b) Total capital investment and category (SSI/Medium/Large) (Gross capital Investment) :
9. Name of the person authorized to sign this form (The original authorization except in the case of individual / proprietary concern to be enclosed) :
10. a) Attach the list of all raw material and chemicals used per month. :
- b) Licensed annual capacity of the Factory / Industry and name of product. :
- c) Manufacturing Process in details :
11. State daily quantity of water in kiloliters and its source (domestic/ industrial/process/boiler/cooling/others) :
- Domestic :
- Industrial :
- Process :
- Boiler :
- Cooling :
- Others :
12. a) State the daily maximum quantity of effluents & mode of effluents and mode of disposal (sewer or drains or river) Also attach analysis report of the effluents. Type of effluent quantity in Kilolitres mode of disposal. :
- i) Domestic :
- ii) Industrial :
- iii) Others :

- b) Quality of effluent currently being discharged or expected to be discharged. :
 - c) What monitoring arrangement is currently there or proposed. :
13. 1) State whether you have any treatment plant for industrials, domestic or combined effluents, (Yes/No/Proposed) :
- 2) If yes, Proposed attach a description of the process of treatment in details alongwith drawing & design and give the investment on (E.T.P.) :
- 3) Attach information on the quality of treated effluent vis-a-vis the standards :

14. State Details of solid wastes, Generated from process and during waste treatment. :

Description	Quantity / Quality	Method of Collection	Method of disposal
-------------	--------------------	----------------------	--------------------

15. I / We further declare that the information furnished above is correct to the best of my / our knowledge. :

16. I / We hereby submit that in case of change either of the point of the discharge or quantity of discharge or its quality, a fresh application for consent shall be made and until such consent is granted no change shall be made. :

17. I / We hereby agree to submit to :
the State Board an application of
renewal of consent one month advance
of the date of expiry of the consented
period for out let / discharge to be
continued thereafter.
18. I / We undertake to furnish any :
other information within one month
or its being called by the State Board.
19. I / We enclose herewith cash Receipt No. / Bank Draft No
Dated For Rs.
Rupees) in
favor Chhattisgarh Environment Conservation Board, as fees payable under Section 25
of the Act.

ACCOMPANIMENTS :

1. Site plan, topo sheet.
2. Lay out and statement of (total area of the plant / constructed area / open area / area reserved for plantation)
3. a) Name of Local Body / Panchyat :
b) NOC from Local Body / Panchayat :
4. List of industries, villages, rivers & lakes other important feature and distances from site, within a radius of 5/10 Km. in case of medium / large industry.
5. A copy of Project Report.
6. Flow sheet of process and chemical involved (if any)

Yours Faithfully,

Signature of the Applicant

INSTRUCTION :

1. Apply to Chief Engineer & OSD for projects over investment of Rs. 5.00 crore and for other to Regional Officer of the respective area.
2. Please enclose crossed D.D. of fees payable as per schedule.
3. D.D. in favour of Chief Engineer & OSD C.E.C.B. should be payable Raipur and for Regional Officer payable at Raipur, Bhilai, Bilaspur, Korba, Raigarh, Jagdalpur & Ambikapur as the case may be.

FEE SCHEDULE

Industries having an investment of	Rupees
1. More than Rupees 1000 Crores	10,00,000
2. More than Rupees 500 Crores but upto Rupees 1000 Crores	5,00,000
3. More than Rupees 200 Crores but upto Rupees 500 Crores	2,50,000
4. More than Rupees 100 Crores but upto Rupees 200 Crores	1,50,000
5. More than Rupees 50 Crores but upto Rupees 100 Crores	1,00,000
6. More than Rupees 10 Crores but upto Rupees 50 Crores	80,000
7. More than Rupees 3 Crores but upto Rupees 10 Crores	60,000
8. More than Rupees 2 Crores but upto Rupees 3 Crores	3,000
9. More than Rupees 1 Crores but upto Rupees 2 Crores	2,000
10. Upto Rupees 1 Crore	1,000

The above consent fee includes the consent renewal fee for the first year

Application form for consent for establishment of industry under The Air (Prevention & Control of Pollution) Act, 1981

(See Rule 13)

(To be submitted in Duplicate)

APPLICATION FOR CONSENT FOR EMISSION/CONTINUATION OF EMISSION UNDER SECTION 21 OF THE AIR (PREVENTION & CONTROL OF POLLUTION) ACT, 1981

From :

Date :

To,

Chief Engineer & Officer on Special Duty
Chhattisgarh Environment Conservation Board,
Raipur, Chhattisgarh

I/We hereby apply for Consent/Renewal of consent under Section 21 of the air (Prevention & Control of Pollution) Act, 1981 (No. 14 of 1981) to bring into use a new /altered "Stack for the discharge of Emission/to begin to make new discharge of emission/to continue to discharge emission" from stack in Industry owned by.....

..... the relevant details are as below :-

1. Full Name of applicant, designation with address & Telephone No. :

.....
.....

2. Name of full time Directors with address & Telephone No.

.....
.....

3. Full factory address (with name of Plot / Premises) & Telephone No. :

.....
.....

4. Date of commissioning of factory or Proposed date of commissioning of factory

5. Capital Investment made (Rs. in Lakhs)

6. Total No. of Employees :

7. A) Licensed Annual Capacity of the factory :

- B) Attach a brief description of the manufacturing process along with a flow, diagram and the position of corresponding stack on the plot plan:

8. State the number of boilers, heaters, furnaces installed in the factory along with their capacity type/quantity of fuel used and emission from the stacks

9. Stack's details :
 a) Number of Stacks :
 b) Natural draft / I.D. Fan / F.D Fan :
 c) Material of construction of Stack :
 d) Height of Stacks :
 i) Above ground level (Meters)
 ii) Above factory room (Meters)
10. Attach information on Air Pollution Control equipment in respect of each of the Stack listed in item 9 above
 a) Name of Equipment :
 b) Existing or Proposed and for which pollutant and date of installation:
 c) Reduction efficiency guaranteed by the manufacturer:
 d) Quantity & Quality of current/expected emission

- e) Whether the industry works in general shift or 2 shifts or round the clock
- f) Whether monitoring is being done or proposed :

11. Attach information on compliance of emission with respect to the Standard

.....
.....
.....

12. I / We declare that the information furnished above is correct to the best of my our knowledge

13. I / We hereby submit that in case of change either of the point of the emission or its quality, a fresh application for consent shall be made until such consent is granted no emission shall be made.

14. I / We hereby agree to submit the State Board an application for renewal of consent one month in advance of the date of expiry of the consented period for Stack emission if to be continued thereafter

15. I / We undertake to furnish any information within one month its being called by the State Board.

I / We enclose herewith cash Receipt No.Draft No.Dated for Rs. (Rupees) in favour of Chhattisgarh Environment Conservation Board, as has been payable under Section 21 of the Act.

Yours Faithfully,

Signature of the Applicant

ACCOMPANIMENTS :

- 1. Site plan, lay out & topo sheet.
- 2. A copy of Project Report
- 3. Name of Local Body/Panchyant
- 4. List of industries villages river & lake and other salient feature and distances from site, within a radius of 5/10 Km. in case of medium/large industry.

Note :

- 1. Any applicant knowingly giving incorrect information or suppressing any information pertaining there to shall liable to be punished under the Act.
- 2. Strikeout which is not relevant.

INSTRUCTION :

1. Apply to Chief Engineer & OSD, C.E.C.B. for projects over investment of Rs. 5.00 crore and for other to Regional Officer of the respective area.
2. Please enclose crossed D.D. of fees payable as per schedule.
3. D.D. in favour of Chief Engineer & OSD, C.E.C.B. should be payable Raipur and for Regional Officer payable at Raipur, Bhilai, Bilaspur, Korba, Raigarh, Jagdalpur & Ambikapur as the case may be.

FEE SCHEDULE

Industries having an investment of Rupees

FEE SCHEDULE

Industries having an investment of Rupees

1.	More than Rupees 1000 Crores		10,00,000
2.	More than Rupees 500 Crores	but upto Rupees 1000 Crores	5,00,000
3.	More than Rupees 200 Crores	but upto Rupees 500 Crores	2,50,000
4.	More than Rupees 100 Crores	but upto Rupees 200 Crores	1,50,000
5.	More than Rupees 50 Crores	but upto Rupees 100 Crores	1,00,000
6.	More than Rupees 10 Crores	but upto Rupees 50 Crores	80,000
7.	More than Rupees 3 Crores	but upto Rupees 10 Crores	60,000
8.	More than Rupees 2 Crores	but upto Rupees 3 Crores	3,000
9.	More than Rupees 1 Crores	but upto Rupees 2 Crores	2,000
10.	Upto Rupees 1 Crore		1,000

The above consent fee includes the consent renewal fee for the first year

Application form for registration and grant of licence under The Factory Act 1948

Form – 4

(Prescribed under rule – 6, 7, 9 and 10)

Application for registration and grant or renewel of licence for the year
and notice of occupation In section – 6 & 7
(to be submitted in Triplicate)
(for renewal / amendment / transfer, original licence shell be enclosed)

1. a) Full Name of Factory :
b) Factory License Under Number if already registered before :

2. a) Full Postal Address and situation of Factory :
b) Full Postal Address to which Communications relating to Factory should be sent :

3. Nature of manufacturing processes
a) Carried on in the factory in the last twelve months (in the case of factories already in existence); and :
b) To be carried on in the factory during the next twelve months (in the case of all factories) :
c) Whether it invoices hazardous process as interpreted under Section 2 [cb] (give details) :
d) Whether it invoices any dangerous operation, wholly or Partly, as declared under sub-rule (1) of the rule 107 under Section 7 [give details] :
e) Whether any chemical substance as specified under second schedule of the Act. In used, handled, stored or processed there at. :

4. Names, quantities and values of principal products :
manufactured during the last twelve months
(In the case of factories already in existence)

	Name	Qty.	Value
1.			
2.			
3.			

5.
 - a) Maximum number of workers proposed to be employed on any day during the year :
 - b) Maximum number of workers employed on any one day during the last twelve months (In the case of factories already in existence) :
 - c) Number of workers to be ordinarily employed in the factory. :

6. Name and total amount of power (Kilo watts / HP) :
 - i) Installed; or and :
 - ii) Proposed to be installed in the Year :

7. Full name and residential address of the person who shall be the manager of the factory for the purposes of the Act. :

8. Full name and Residential Address of the Occupier, i.e. :
 - a) The partner/proprietor of the factory in case of a private firm of proprietary concern :
 - b) The directors, in case of a company or firm : 1.
2.
3.
 - c) The person or persons appointed to manage the affairs or the factory by the Central Government / State Government or the local authority in case of a factory owned by Govt. or local authority. :

9. Full name & address or the owner of the premises or building (including the precincts thereof) referred to in section 93. :

10. Reference number (s) and date of approval/allotment of slt. Whether for old or new building and for construction or extension of factory by the State Govt. :

11. Reference number and date of approval of the arrangements if any, made for the disposal of trade waste and effluent & the name authority gentian such approval :

12.
 - a) Reference number's & dates of approval of plans & rule 3 of Chhattisgarh Factories Rule 1962 by Chief Inspector of Factories, Chhattisgarh. :

b) Description of the factory premises approved :
as above a which consult of :

13. (a) Amount of fee paid :
b) In Treasury :
1) Name of Treasury :
2) Date of Payment :
3) Challan number :
(original challan be enclosed)

Date Signature of Occupier

Date Signature of Manager

- Note : 1. This form should be completed in ink in block letters or typed and separate sheet may be attached for detailed information.
2. If power in not used at the time of filling up this form, but is introduced later, the fact should be communicated to the Chief Inspector of Factories immediately.
3. If any of the persons named agalast item is minor, the fact should be clearly stated.

GENERAL INSTRUCTIONS :

To be submitted in 3 copies to the Chief Inspector of Factories, C.G., Raipur, atleast 15 days before the start of manufacturing process in the proposed factory along with original challan of appropriate fee as per chart appended.

Please enter all the relevant information in the form carefully, use separate sheets if required.

Details of Challan :

- 1) Head of Challan : 0230 Labour and Employment
104 Fee realised under Factories Act
- 2) Name and address of the factory be clearly mentioned in the Challan
- 3) Under the heading "On what account" :
It should be mentioned that for "Registration under Factories Act :
- 4) Fee shall he paid in accordance with fee chart appended.

SCHEDULE - A

Scale of fees payable for registration or renewal of the licence for factories as may be defined in section 2 (mi) or as notified under Sec. 85 of the Factories Act, 1948 except the factories specified in the schedule-C

Quantity of max. HP Installed on any day	Maximum number of workers to be employed on any day during the year											
	Regtd. u/s 85 Up to 09 Worker*	From 10 to 20	From 21 to 50	From 51 to 100	From 101 to 250	From 251 to 500	From 501 to 750	From 751 to 1000	From 1001 to 1500	From 1501 to 2000	From 2001 to 5000	More than 5000
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
More than 0 but Not more than 10 HP	100	100	200	300	600	1200	1800	2000	3000	4000	4500	6000
More than 10 but Not more than 20 HP	120	150	300	400	1000	1500	2000	2500	4000	4500	6000	7500
More than 20 but Not more than 50 HP	150	250	500	600	1500	2000	2500	3500	4500	6000	7500	9000
More than 50 but Not more than 100 HP	250	400	600	1000	2000	2500	3000	4750	6000	7500	9000	10000
More than 100 but Not more than 250 HP	350	600	1000	1500	2500	3000	4750	5500	7500	9000	10000	11000
More than 250 but Not more than 500 HP	500	1000	1500	2000	3000	4000	6000	7000	9000	10000	11000	12000
More than 500 but Not more than 750 HP	1000	1500	2000	2500	4000	4750	7000	8000	10000	11000	12000	13000
More than 750 but Not more than 1000 HP	1200	2000	2500	3000	4750	6000	8000	9000	11000	12000	13000	14000
More than 1000 HP	2500	3000	3500	4000	5500	7000	9000	10000	12000	13000	14000	15000

* those units which have been notified factories by the Govt. under sec. 85

SCHEDULE - B

Scale of fees payable for registration or renewal of licence for factories as may be defined by Sec. 2 (m) (ii) of the Factories Act. - 1948 except the factories specified in the schedule 'A' and 'C'

Max. number of workers to be employed on any day during the year (1)	Fees payable (2)
Up to 20	50
From 21 to 50	100
From 51 to 100	200
From 101 to 250	500
From 251 to 500	600
From 501 to 750	800
From 751 to 1000	1000
From 1001 to 1500	1200
From 1501 to 2000	2000
More than 2000	3000

SCHEDULE - C

Sale of fees payable for registration or renewal of Licence by all electricity generating, transforming or transmitting factories.

(A) - a Generating and transforming Station (Factories) Total installed capacity in K.W. (Factories)	Generating Stations (Factories)	Transforming (including conversion station) (Factories)
(1)	(2)	(3)
Not more than	100	300
""	500	600
""	1000	1000
""	2500	1500
""	5000	2000
""	10000	2500
""	20000	3000
""	50000	4000
""	100000	6500
""	200000	10000
""	300000	13000
""	500000	15000
""	500000	16000
More than		
(B) Transmitting Factories	Rs.	
All Transmitting stations	500/-	

Note :- 10% additional fee of the specified fees shall be paid by the factories of chemical or hazardous process Category.

**Application form for approval of plans and permission to
construct/extend/or take in to use any building as a
factory under The Factory Act. 1948**

FORM – 1A

(Prescribed under Rule - 3 A)
(Strike out which is not applicable)

1. Applicant's name :
2. Address of the applicant on which he desires to be communicated in this regard.....
.....
3. Full name and postal address of Factory :.....
.....
4. Situation of the factory located/to be located on :
- in Road/Railway at..... town/village of Tehsil
.....District
5. The manufacturing Process :-
(A) To be carried (if new factory/being carried (if exist) :
- (give description)
- (B) Whether it involves hazardous processes as interpreted under Section 2 (cb) (give details :
.....
- (C) If yes for (B), whether approval of site has been obtained from the State Government
(give details)
- (D) Whether it involves wholly or partly any dangerous operation as declared in sub-rule (i) of the Rule 107 under Section 87 (give details)
- (E) If yes for (D), whether provisions of installation/arrangements to be made according

to the relevant Schedule have been incorporated in the plan

.....

6. (A) Number of workers to be employed in each room of the factory

.....

(B) Whether provision of amenities and facilities required to all workers according to the Act and the Rules made thereunder have been taken care of in the plans

.....

7. (A) Whether lifts/hoists/lifting machines of any kind installed/to be installed in the plans (give details)

.....

(B) If yes for (A) whether provisions according to the Act and the Rules thereunder, have been taken care of in the plan (give details)

.....

8. (A) Whether any worker will be required to work at different floors or at a height from where he is likely to fall or work at a congested place due to machines or fittings or in a confined space, pit or sumps ? (give details)

.....

(B) If so, whether provision of arrangements to be made for access, escape and ensure safety, in accordance to the Act and the Rules thereunder have been taken care of in the plans ? (give details)

.....

9. Whether there is any possibility of escape of dangerous fumes/gases or explosion ? If so whether provision on suitable arrangements to be made according to the act and Rules thereunder have been taken care of in the plans (give details)

.....

10. What materials are used/to be used for construction of :-

(a) Building (give details)

(b) Roofing (give details)

11. Particulars of the drawings submitted alongwith particulars of information submitted according to the requirement of Rule 3-A :-

(1)

(2)

Date

.....
Signature of the Applicant who is going to occupy the premises for which plans have been submitted and permission sought.

GENERAL INSTRUCTIONS

To be submitted for all the factories in 3 copies along with 3 copies each of the documents enclosures listed below to the Chief Inspector of Factories Chhattisgarh, Raipur.

Please enter all the relevant information in the form carefully. Use separate sheets if required.

List of Enclosures with this form

- 1, Saledeed / lease deed / partnership deed / list of partners / list of directors / power of attorney / Resolution of Board of Directors (certified copy)
2. In case of a company :- Memorandum and Article of Association.
3. Brief description of manufacturing process and process flow - chart
4. Drawings in blue print of proposed factory in 3 copies as per rule 3A (1) of Chhattisgarh Factory rules appended.
5. Copy of NOC from Chhattisgarh Environment Conservation Board.
6. Copy of registration of Industries department.
7. Copy of land allotment / land registry.

Application form for approval of site for hazardous process industry under The Factory Act, 1948

FORM - 1

(SEE RULE - 3)

1. Name and address of the applicant : _____
2. Site Ownership Date :
 - i) Revenue details of site such as : _____
Survey No. Plot No. etc.
 - ii) Whether the site is classified as : _____
forest and if so, whether approval
of the Central Government
under Section 5 of the Indian Forests
Act, 1927 has been taken.
 - iii) Whether the proposed site attracts : _____
the provisions of Section 3 (2)
(v) of the E.P. Act, 1986,
If so, the nature of the restrictions.
 - iv) Local authority under whose : _____
jurisdiction the site is located.
3. Site Plan :
 - i) Site Plan with clear identification : _____
of boundaries and total area proposed
to be occupied and showing the following
details nearby the proposed site :-
 - (a) Historical monument, if any, in the vicinity. _____
 - (b) Names of neighboring manufacturing _____
units and human habitats, educational
and training institutions, petrol installations,
storages of LPG and other hazardous substances
in the vicinity and their distances from the proposed units.
 - (c) Water sources (rivers, streams, canals, dams, _____
water filtration plants, etc.) in the vicinity.
 - (d) Nearest Hospitals, Fire-stations, Civil Defence _____
Stations and Police Stations and their distances.

- (e) High tension electrical transmission lines, _____
 pipe lines for water, oil, gas or sewerage,
 railway lines, roads, stations, jetties and
 other similar installations.
- ii) Details of soil conditions and depth : _____
 at which hard strata obtained.
- iii) Contour map of the area showing : _____
 nearby hillocks and difference in levels.
- iv) Plot Plan of the factory showing : _____
 the entry and exit points, roads,
 within, water drains etc.
4. Project Report :-
- i) A summary of the salient features of the Project.
- ii) Status of the organisation (Govt. Semi-Govt. Public or Private etc.)
- iii) Maximum number of persons likely to be working in the factory.
- iv) Maximum amount of power and water requirements and source of their supply.
- v) Block diagram of the buildings and installations, in the proposed supply.
- vi) Details of housing colony, hospital, school and other infrastructural Facilities proposed.
5. Organisation structure of the proposed manufacturing Unit/factory :-
- i) Organisation diagrams of :
- (a) Proposed enterprise in general
- (b) Health, safety and environment protection departments and their linkage to operation and technical departments.
- ii) Proposed Health and Safety Policy.
- iii) Area allocated for treatment of wastes and effluent.
- iv) Percentage outlay on safety health and environment protections measures.
6. Meteorological data relating to the site : _____
- i) Average, minimum and maximum of
- Temperature,
 - Humidity.
 - Wind velocities during the previous ten years.
- ii) Seasonal variations of wind direction.
- iii) Highest water level reached during the floods in the area recorded so far.
- iv) Lightening and seigemic data of the area.
7. Communication links : _____
- i) Availability of telephone/telex/wireless and other communication facilities for outside communication.
- ii) Internal communication facilities proposed.
8. Manufacturing Process Information : _____

- i) Process flow diagram.
- ii) Brief write up on process and technology.
- iii) Critical process parameters such pressure build-up, temperature rise and run-away reactions.
- iv) Other external effects critical to the process having safety implications, such as ingress of moisture or water, contact with incompatible substances, sudden power failure.
- v) Highlight of the build-in safety/pollution control devices or measures/incorporated in the manufacturing technology.

9. Information of Hazardous Materials : _____

- i) Raw materials, intermediates, products and by-products and their quantities (Enclose Material Safety Data Sheet in respect of each hazardous substance)
- ii) Main and intermediate storages proposed for raw materials/intermediates/products/by products (maximum quantities to be stored at any time)
- iii) Transportation methods to be used for materials inflow and outflow, their quantities and likely routes to be followed.
- iv) Safety measures proposed for -
 - . Handling of materials
 - . Internal and external transportation and
 - . Disposal (packing forwarding of finished products)

10. Information on Disposal/Disposal of : _____

Wastes and Pollutions :-

- i) Major pollutions (Gas liquid, Solid) their characteristics and quantities (average and at peak loads).
- ii) Quality and quantity of solid wastes generated method of their treatment and disposal.
- iii) Air, water and soil pollution problems anticipated and the proposed measures to control the same, including treatment and disposal of effluents.

11. Process Hazards Information : _____

- i) Enclose a copy of the report on environmental impact assessment.
- ii) Enclose a copy of the report on Risk Assessment study.
- iii) Published (open or classified) reports if any on accident situations occupational health hazards or similar plants elsewhere (within or outside the country)

12. Information of proposed Safety and : _____

Occupational Health Measures :-

- i) Details of fire fighting facilities and minimum quantity of water, CO₂ and or other fire fighting measures needed to meet the emergencies,
- ii) Details of in-house medical facilities proposed.

13. Information on Emergency Preparedness : _____

- i) On site emergency plan.
- ii) Proposed arrangement if any, for mutual aid scheme with the group of neighbouring factories.

14. Any other relevant information. : _____

I certify that the information furnished above is correct to the best of my knowledge and nothing of importance has been concealed while furnishing it.

Name and signature of the applicant.

General Instructions

To be filled and submitted in 15 copies along with documents listed in the form itself, to the Chairman site appraisal committee/Chief Inspector of Factories Chhattisgarh Raipur.

Please enter all the relevant information in the form carefully. Use separate sheets if required.

Application form for registration of establishment under Contract Labour (Regulation & Abolition) Act, 1970

FORM - 1 See Rule 17(1)

1. Name and location of the Establishment. :
2. Postal address of the Establishment. :
3. Full name and address of the Principal Employer (Furnish father's Name in the case of individual) :
4. Full name and address of the manager or person responsible for the supervision and control of the establishment. :
5. Nature of work carried on in the establishment. :
6. Particulars of contractors and contract labour. :
 - a. Name and addressee of contractors:
 - b. Nature of work in which contract labour is employed or is to be employed. :
 - c. Maximum number of Contract Labour to be employed on any day through each contractor. :
 - d. Estimated date of termination of employment of contract labour under each contractor :

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

- e. Particulars of Treasury receipt enclosed. :
(Name of the Treasury, amount and date)

Principal employer
Seal & Stamp

Date of receipt of application

(Office of the Registering Officer)

Fee Schedule

Fees payable for registration certificate will be as prescribed, below means,

No. of proposed labours to be employed on any day on contract

		Rs.
(a) For 20	-	60.00
(b) For above 20 but not more than 50	-	100.00
(c) For above 50 but not more than 100	-	200.00
(d) For above 100 but not more than 200	-	400.00
(e) For above 200 but not more than 400	-	800.00
(f) For above 400	-	1500.00

Registration fees will be payable through Challan and in the following Head -

Registration Fee

Under Contract Labour

(R. & A.) Rule

0230 - Labour & Employment

106 - Fees under Contract Labour

(Regulation & Abolition)

Rule

**Application form for registration under Chhattisgarh
Vaniyaik Kar Adhiniyam 1994**

FORM - 4
Rule (1)

Please affix photo
here

The Commercial Tax Officer

Circle.....

1. Name address and phone number of Firm/business :
2. Commodities in which deals :
3. Status of business (proprietorship/partnership/
public or Pvt. Ltd. company/others) :
4. Nature of business (importer/manufacturer/work
contractor/other) :
5. Particulars of the persons having interest in
the business :

Name	Father's Name	Age	Home address	Extent of Interest in business	Signature
------	---------------	-----	--------------	-----------------------------------	-----------

6. Date of commencement of business :
7. Turnover from the date of commencement
of business to the date of application. :
8. Date on which turnover exceeds the liability limit. :
9. Particulars about the business premises
(whether owned or taken on rent)
10. Income-tax P.A.N. and ward name :
11. Bank's name, address and account number :

- 12. Name and address of the additional places of business (if any) :
- 13. Particulars of godowns/warehouses :
- 14. Particulars of immovable property owned by the persons having interest in the business. :
- 15. Enclose two identification certificates from any of the following- :

 - (a) Chhattisgarh Chamber of Commerce and Industries
 - (b) Business organisations relating to business
 - (c) Two registered dealers where above organisations do not exist in business area

Place
Date

Signature

Designation

Provide the following additional information, if the applicant is a manufacturer

- 1. Date of commencement of commercial production
- 2. Capital investment on the date of commencement of commercial production-
 - (a) Land.....
 - (b) Building.....
 - (c) Plant and machinery.....
- 3. Source of capital invested-
 - (a) contribution of persons having interest in the business.....
 - (b) Borrowing from the financial institutions.....
- 4. Raw material/incidental goods and packing material required for use in manufacture (enclose detailed list)
- 5. Date of first purchase of raw material
- 6. Description of goods manufactured, by - productions waste products (enclose detailed list)

Place
Date

Signature

Designation

Application form for registration under Central Sales Tax Act, 1956

Form - A
(See rule 3)

To,
The Commercial Tax Officer
Circle -

I, S/o on
behalf of the dealer carrying on the business known as M/s.
within the state of Chhattisgarh hereby apply for a certificate of registration under section 7(1)/7(2) of
the Central Sales Tax Act, 1956, and give the following particulars for this purpose :-

1. Name of the person deemed to be the Manager in :
relation to the business of the dealer in the said state
2. State or relationship of the person who makes this :
application (e.g. manager, partner, proprietor, director,
office-in-charge of the Government Business)
3. Name of the Principal Place of business in the said :
State and address thereof
4. Name(s) of the other place(s) in the said state in which :
business is carried on and address of every such place.
5. Complete list of the warehouses in the said State in :
which goods relating to the business are warehoused
and address of every such place.
6. List of places of business in each of the other States :
together with the address of every such place
(if separate application for registration has been made,
or separate registration obtained under the Central
Sales Tax Act, 1956 in respect of and such place of
business, particulars thereof should be given in detail.)
7. The business is -
wholly - :
(Enter here whether business is wholly agriculture, horticulture, mining, manufacturing, wholesale

distribution, retail distribution, contracting or catering, etc., or any combination of two or more of them.) :

8. Particulars relating to the registration, licence, permission: etc. issued under any law for the time being in force, of the dealer.

9. We are members of.....
 (Here enter the name of the Chamber of Commerce, Trade Association or commercial body, or which the dealer is a member.)

10. We keep our accounts in language & script

11. Name(s) and address(es) of the proprietor of the business/partners of the business/all persons having any interest in the business with their age, father's name etc.
 (to be filled in if the applicant is not a company.)

S/N	Name in full	Father's/ Husband Name	Age	Extent of interest in the business	Present Address	Permanent Address	Signature	Signature and address of witness attesting signature in col.8
1	2	3	4	5	6	7	8	9

(Signature of each of the persons concerned should be obtained and attested.)

12. Business in respect of which this application is made was first stated on dt.

13. The first sale in the course of the inter-state-trade was affected on

14. We observe the Calendar and for the purpose of accounts our year runs from the (English Date),day ofto the (Date/Indian Date) 31st day of March.

(Enter here English, Bengali, Fasli, Hijra, Marwari, or other calendar followed.)

(In filling up these entries dealers who do not observe the English calendar should give the dates according to their own calendar and the corresponding date of the English calendar.)

15. We make up our accounts of sales to date at the end of every month/quarter/half year/year.

16. The following goods or classes of goods are purchased by the dealer in the course of inter-state-trade or commerce for -

- a. re-sale -
- b. use in the manufacturing or processing of goods for sale -
- c. use in mining -
- d. use in generation or distribution of electricity or any other form of power-
- e. use in the packing of goods for sale/resale-

(Here name the goods or classes of goods against each category.)

17. We manufacture, process or extract in mining the following class of goods or generate or distribute the following form of power namely :-

18. The above statement is true to the best of my knowledge and belief.

Date

Name of the Applicant in full :

Signature

Status in relation to the dealer :

(Strike out Portion or Paragraph Whichever in not applicable)

Application form for grant of permission for development land under the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam 1973

Under Subsection (1) of Section-29 From vii see rule-12 of Niyam 1975 and rule 16/17 of Chhattisgarh Bhumi Vikash Niyam-1984.

From :

Dated _____

To,

The Director,
Town And Country Planning
Chhattisgarh, Raipur

Sir,

I/We beg to apply for permission to under take/carry out the development of the under mentioned land :-

1. (a) Description of land (location with name of Road (s) on/off which the property abuts and boundaries)
- (b) Area _____ Sq. M. _____ Hectare _____
2. I/We attach herewith the following documents in triplicate namely :-
 - (i) Description of the land (Location with name of roads on/off which the property abuts and boundaries)
 - (ii) Khasra plan showing Nos. of land in question and also adjoining Khasra falling within 200 meters from the outer limit of the land. The land applied for is shown in 'red' Khasra Maps.
 - (iii) Location plan indicating the land in question main approach roads, important public building like Hospitals, School, Cinema, Petrol Pump and the existing uses surrounding the land.

- (iv) The existing land use is Residential/Commercial/Industrial/Public purposes/ open spaces/vacant land.
 - (v) Survey plan to a scale of 1:500/1:1000 or 4 1/4' to an inch 8 1/2' to an inch scale. The plan shows the boundaries of land in question, natural feature like nala, ponds, tree, slopes, contours plan at 5' or 10' interval. If high tension line passing through or adjoining and upto a distance of 200 meter/e/iting road showing the right of way. Position of electric and telephone poles and all such other matters which need to be coordinated with adjoining areas
 - (vi) A general report showing all development proposals with respect to Land in question.
 - (vii) A plan showing details of utilities and services like water supply, drainage electricity the septie tank is provided and is shown along with the disposal of sludge water.
 - (viii) (a) Statement containing general specification of all improvement proposed to be made within the area in question e.g. grading and paving of roads and lanes, provision of gutters, side drains, provisions of sufficient, safe and assured water supply, arrangement of sewage disposal, street lighting and development of parks and play fields and public utilities.
 (b) The purpose for which the land is to be used and particulars of proposed distribution of land under different uses.
 (c) General specifications of the material to be used, estimated cost of the proposed development of the area and
 (d) Other statement required by the authority.
 - (ix) Other Architectural details.
 - (x) A note indicating the type of development proposed namely residential, commercial or industrial etc.
3. Supervision : A certificate of supervision on prescribed form by the licensed Architect, Structure Engineer, Engineer Supervisor or Town Planner as the case may be under taking the supervision.
4. Proof of title etc. :- Proof as evidence of applicant's right, title or interest in the land namely
-
- (a) Attested copy of the original sale deed, lease deed or any other document under which right title or interest in land is claimed.

- (b) Attested copy of Khasra plan and Khatauni record if any.
- (c) Attested copy of no objection certificate from Nazul authority.
- (d) Other documents acceptable to the authority.
5. The plans have been prepared by _____ name of the registered Planner. Architect/
Surveyor Registration No. _____
6. I have deposited fee of Rs. _____ (Rs. _____ thousand _____ hundred
_____) in accordance with the scale prescribed.

Place :

Your faithfully

Date :

Address for Correspondance

Instruction :-

Application form submitted should be following enclosure -

- A. 5 copies of plan mark with location plan of the allocated area.
- B Proof of land ownership, copy of Registry of P-II (Khasra 5 year) and B-1
- C. Survey and khasra map of location.
- D. General note of development proposal.
- E. Receipt prescribed as per rule.
- F. Any other information as prescribed in application.
- G. Application fees should be deposited through Treasury Challan under Head-0217, Urban Development Town & Country Planning.

SCALE OF FEES : - The scale of fee shall be as under :-

- (a) For permission for development -
- | | | |
|-------|--|-------------|
| (i) | for development of area upto 1 hectare. | Rs. 500.00 |
| (ii) | for development of area exceeding 1 hectare but not exceeding 2.5. hectares. | Rs. 1000.00 |
| (iii) | for development of area exceeding 2.5 hectares but not exceeding 5 hectares. | Rs. 1500.00 |
| (iv) | for development of area exceeding 5 hectares, for every 5 hectares or part thereof, additional fee at. | Rs. 500.00 |

**Application from for grant of permission to develop, erect,
Re-erect or to make alteration in any place in a building under
the Chhattisgarh Nagar Tatha Gram Nivas Adhiniyam 1973**

APPENDIX A

[Rule 17 (1)]

To,

.....
.....
.....

Sir,

I hereby give notice that I intend to develop, erect, re-erect or to make alteration in the building No. or to on / in Plot No. in colony / Street Mohalla / Bazar/Road City and in accordance with the rule 17 of the Chhattisgarh Bhumi Vikas Rules, 1984. I forward herewith the following plans and specifications in quadruplicate duty signed by me and the Architect / Structural Engineer / Engineer / Supervisor / Town Planner.

(Name in Block letters)

Licence No. who will supervise its erection.

1. Key Plan
2. Site Plans
3. Sub-Division/Layout Plan
4. Building Plans
5. Services Plans
6. Specifications, General and Detailed
7. Ownership Title.

I, request that the development construction may be approved and permission accorded to me to execute the work.

Signature of the Owner

Name of the Owner

Address of the Owner

Date :

Place :

Application form for permission for use of forest land for non-forest purposes under Forest (Conservation) Act. 1980

PART - I (to be filled up by user agency)

1. Project details :
 - (i) short narrative of the proposal and project/scheme for which the forest land is required.
 - (ii) Map showing the required forest land, boundary of adjoining forest on a 1:50,000 scale map.
 - (iii) Cost of the project.
 - (iv) Justification for locating the project in forest area.
 - (v) Cost-benefit analysis (to be enclosed).
 - (vi) Employment likely to be generated.
2. Purpose-wise break-up of the total land required :
3. Details of displacement of people due to the project, if any :
 - i Number of families.
 - ii Number of Scheduled Castes/Scheduled Tribe families
 - iii Rehabilitation plan. (to be enclosed)
4. Whether clearance under Environment Protection) Act., 1986 required ? (Yes/No).
5. Undertaking to bear the cost of raising and maintenance of compensatory afforestation and/or penal compensatory afforestation as well as cost for protection and regeneration of Safety Zone, etc., as per the scheme prepared by the state government (undertaking to be enclosed).
6. Details of Certificates/documents enclosed as required under the instructions.

Signature -----

(Name in Block letters)

Designation -----

Address (of User Agency)

Date :.....

Place :.....

State serial No. or proposal.....

(To be filled up by the Nodal Officer with date of receipt)

NOTE : Registration and Processing fee in to be payable by crossed DD in favour of Divisional Forest Officer of concerned division.

(A) Registration Fee Rs. 1000.00

(B) Processing Fee :-

S.No.	Category	Fee (in Rs.)
01.	Forest land diversion proposal upto 5 Hect.	10,000
02.	Forest land diversion proposal between upto 6 to 10 Hect.	20,000
03.	Forest land diversion proposal between upto 11 to 15 Hect.	30,000
04.	Forest land diversion proposal above upto 16 Hect.	50,000

Application form for provisional registrations of small scale industries at DTIC

GOVT. OF CHHATTISGARH

DIRECTORATE OF INDUSTRIES

APPLICATION FORM FOR PROVISIONAL REGISTRATIONS AS SMALL SCALE INDUSTRIES

(TO BE FILLED IN DUPLICATE)

INSTRUCTIONS :

01. Write / Type in block (Capital Letters)
02. Fill up whichever is applicable :
03. Use English alphabets / Arabic numbers while filling up blocks (to help computerisation) Leave one blank after each word.
04. While filling the form, use the following procedure :

(i) Name of unit e.g. KAMAL ENTERPRISES / AVI ENTERPRISES

K A M A L E N T E R P R I S E S

A V I E N T E R P R I S E S

(ii) PIN Code : e.g. 110041

4 9 2 0 0 1

(iii) Date : e.g. 09 June 2004

0 9 0 6 0 4

(iv) Quantity (kg) : e.g. 90 Kg.

0 0 0 0 9 0

(v) Amount (Rs. in thousands) e.g. Rs. 5000/-

0 0 0 0 5

(vi) Fill up appropriate codes in the blocks wherever applicable.

Example – 1. Yes- 1, No-2, NA-3

3

If NA fill up - 3

Example – 2. Category : SSI-1, Anc-2,

3

Tiny-3, SSSBE-4, EOU-5

If Tiny fill up-3

05. Block / boxes marked (□) are to be filled by office.

06. Applicant should sign all copies.

Abbreviations used

SSI	:	Small Scale Industries.
ANC	:	Ancillary Industrial Undertaking.
SSSBE	:	Small Scale Service and Business Enterprise.
TINY	:	Tiny Enterprise.
EOU	:	Export Oriental Unit.
NA	:	Not applicable.

FORM

APPLICANT/OFFICE COPY

1. Name of Unit/Applicant :

2. Address for communication :

Tel. :

--	--	--	--	--	--	--

PIN :

--	--	--	--	--	--

3. Category of Unit :

SSI-1, ANC-2, SSSBE-3, TINY-4, EOU-5

4. Location :

Place/Town

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Tehsil/Taluk

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

District

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

State

C	H	H	A	T	T	I	S	G	A	R	H									
---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--

5. Type of Organisation :

Proprietary -1, Partnership -2, Pvt. Company -3, Cooperative -4, Others -5.

6. Nature of activity :

--	--

Manufacturing/assembling (01)

Processing (02)

Job Work (04)

Repairing/Serviceing (08)

Note : For any combination of activities, add the respective codes to get the required code.

7. Main items of manufacture/activities

i) Name :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Code* :

--	--	--	--	--	--	--	--

ii) Name :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Code* :

--	--	--	--	--	--	--	--

iii) Name :
 Code* :

iv) Name :
 Code* :

v) Name :
 Code* :

8. Investment in Fixed assets (Rs. in '000) :

i) Land	<input type="text"/>
ii) Building	<input type="text"/>
iii) Plant and Machinery	<input type="text"/>
iv) Other fixed assets	<input type="text"/>
TOTAL	<input type="text"/>

9. Investment in Plant & Machinery
 (Original Value Rs. in '000)

Note : Should exclude items whose value is not taken into account while computing the investment. Please enclose project profile in case value of investment in Plant and Machinery exceeds Rs. 40 Lacs.

10. Power load :

	HP	<input type="text"/>
(1 H.P. =0.795 KW)	KW	<input type="text"/>

11. Employment :

i) Managerial & office staff	<input type="text"/>
ii) Supervisory and Workers	<input type="text"/>

12. Date of commencement of production (estimated) :
 Date :

Signature of Applicant
 (Authorised Person)
 Name of proprietor/partner/managing director

FOR OFFICE USE ONLY

Application No. :

NIC Code :

Block code :

District :

State Code :

Location of Unit :

(Conforming -1, Non conforming -2)

Whether the items of manufacture/activity require an industrial licence. Yes -1, No -2

(No industrial licence is required for items listed in Schedule II of the licencing notification dated 25 7/1991 if the unit employs less than 50/100 workers with/without power)

PROVISIONAL REGISTRATION CERTIFICATE

The application is accepted for Provisional Registration as SSI/SSSBE unit of the manufacture of items/ activities as dated in the application form.

Provisional Registration No. :

Date of issue :

Category of Unit (S. No. -3) :

SIGNATURE

NAME & DESIGNATION OF
REGISTERING AUTHORITY

INSTRUCTIONS

1. The endorsed application form is part of the certificate of registration.
2. The provisional registration is valid for a period of five years from the date of issue.
3. The provisional registration will automatically lapse at the end of the validity period or the date of commencement of production, whichever is earlier.
4. If an applicant/unit is unable to set up the unit within the validity period, the applicant/unit has the option to apply for a fresh provisional registration using standard procedure.
5. The provisional registration is given to enable the unit to obtain all facilities/clearances etc. required in the preproduction stage.
6. The provisional registration is subject to any or all conditions that may be imposed by the registering Authority.

Application form for allotment of industrial land from Chhattisgarh State Industrial Development Corporation

To,
The Managing Director,
Chhattisgarh State Industrial Development Corporation Limited
Raipur, Chhattisgarh

Sub : Allotment of land/Shed in Industrial Area

Dear Sir,

I/We propose to establish my/our Industry in

Industrial Area, Raipur/Bilaspur/Durg/

The details are as under :

1.
 - a. Name and address of the applicant (in Block letter)
 - b. Whether the applicant belong to the categories of Scheduled caste/Schedule tribes/Lady/NRI/EOU
 - c. Name of the firm/company

Postal Address
Pin
Telephone / Fax / E-mail
2. Constitution of the firm/company State whether it is
(i) Proprietorship (ii) Partnership (iii) Private Ltd.
(iv) Public Limited (v) Co-operative.
 - a. In case of partnership firm, please give the names and address of all the partners, indicating their shares in the firm.
 - b. In case of company, a copy of Memorandum & Articles of Association of the company and Registration Certificate from Registrar alongwith a copy of the resolution authorizing the applicant to apply on behalf of the company, should be enclosed.

- c. In case of promoter of a proposed company, it should clearly be stated in the application.
- d. In case of a Co-operative Society give registration No. & date alongwith a copy of the resolution passed by the executive committee in this respect and authorising the applicant to apply on its behalf.

- 3. Present occupation of the applicant.
- 4. Type of Industry-whether manufacturing/Repairing/Processing/Preserving/any other
- 5. Is it a proposed SSI/Medium/Large Scale unit ?
In case of SSI unit attach a true copy of the SSI Registration Certificate. In case of Large/Medium Scale unit attach true copy of the I.E.M.
- 6. Give details about affluent smoke gases, smell, noise. If any to be emitted by the industry and their ill effects. In case of water and/or process effluent, whether clearance of Chhattisgarh Environment conservation Board Raipur has been obtained ? If so, please attach a copy.

- 7. a. Enclose a copy of the Scheme/Project Report/list of machineries and details of the process involve-against each product of manufacture.
- b. Items to be manufactured (in case of phased programme) please indicate phase wise schedule in case items are many please give details on separate sheet)

Name of the
Items

Proposed
Annual product
on Capacity

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

- 8. If you are having any other Industry give following Information :-

- a. Name and Location of the factory :
 - Village -
 - Tehshil -
 - District -
 - State -
- b. Name of the Product -
with capacity

c. S.S.I. Registration No. & date –
 (If unit is under S.S.I.) Details
 of production certificate
 (If unit is under L.M.I.)

9. No. of workers to be employed.

No.	Category	Permanent	Temp.	Casual	Total
1.	2.	3.	4.	5.	6.
		From	From	From	From
		C.G. - Other State	C.G.- Other State	C.G.- Other State	C.G.- Other State

1. Managerial
2. Supervisory
 - a. Technical
 - b. Administrative
 - c. Others
3. Skilled workers
4. Semi skilled workers
5. Unskilled workers
6. Contract Base

10.	Details of Investment (proposed)	Own investment	Institutional Finance	Total Investment
	1. Land			
	2. Building			
	3. Plant & Machinery			
	4. Other			
	5. Margin of Working capital			
		Total		

In case of LMI please submit 3 yrs. Audited Balance Sheet

11. Name of the institutions/Bank from which
 Financing arrangement is proposed if it is

already made, please enclose a copy of the letter of approval.

Name &
Purpose of
Building

No. Carpet
Area

Type of
Construction

12. Factory, Building and ancillary, structure to be constructed, (give detailed layout plan of the building to be constructed)

1.

2.

3.

4.

5.

Total

13. Details of open land requirement envisaged under the scheme with justification.

14. Total area of Land required (12+13) in sq. mtrs.

Any expansion Programme to be done.

During next
5 years

A. Building
give detail as
in point 13

B. Open space give
details as in point 12

15. Give details about :

1. Likely date of starting construction.
2. Period of completion of construction.
Programme and electrification.
3. Likely time period by which Plant & Machinery will be installed after completion of construction of building.
4. Likely month and year of going into production

Note :- Period should not exceed as mentioned in Land Allotment Rules

16. Requirement of PowerInfirst 5 years Between 5 to 10 years
- a. Connected KW

- b. Maximum demand
17. (A) Requirement of water in thousand liters
In first 5 years between 5 to 10 years
(B) Source of Water
18. Any other information not covered in
the above points
A Cheque/Bank Draft for the following amount as Application Service charges is enclosed
1. Small Scale Industries Rs. 500/-
2. Large & Medium Industries. Rs. 2000/-

I/We _____ here by solemnly confirm that the above details is given in application are true to best of my/our knowledge.

I/We shall agree to the decision of the Managing Director, Chhattisgarh State Industrial Development Corporation Limited regarding the allotment of land/shed to me/us.

I/We there are request for an allotment of land/shed in the Industrial Area at earliest.

Thanking you,

Place :

Date :

Yours faithfully,

Signature of the applicant with name
Status of the applicant affix
seal of the firm/company

ENCLOSURES :

1. SSI Registration Certificate/A copy of I.E.M.
2. Tentative layout Plan
3. Certified Copy of Partnership deed
4. A Copy of Articles of Association & Memorandum
5. Scheme/Project Report

Application form for allotment of Govt. Land

To,

1. The Managing Director
Chhattisgarh State Industrial Development Corporation Ltd.
Raipur, Chhattisgarh
2. The General Manager,
Distt. Trade & Industries Centre
Distt.

Subject - Application for allotment of Govt. Land / Industrial Area at

Sir,

We are submitting application for allotment of Govt. land for our industry with following details :

1. Full name of the applicant industry
(Name of the firm or company)

2. (a) Name and full address of the applicant (with names of relevant tehsil/district)
Telephone / Fax / E-mail No.
.....
.....
.....

(b) Position of applicant in Firm/Company
(Furnish Copy of Power of Attorney duly passed by Board Resolution)

3. If the applicant is a partnership business firm/limited company the following information should be given.

Names of Porters/ Directors	Name of Father/ Husband	Full Address of each Partner Director	Present Occupation of each Partner/ Director in the firm	Age of Partners Director	Share of each Partner Director	Capital to be Invested by each Partner/ Director	If Partners/ Director are related to each other give details of relationship
1.	2.	3.	4.	5.	6.	7.	8.

4. Mention whether the partnership business firm is registered under the Indian Partnership Act. If registered then give registration number and date and also attach a certified copy of the registration certificate.
5. Mention whether the partnership deed has been executed. If executed, then attach a certified copy of the same, Mention whether partnership deed has been registered or not. If registered, then give registration number and date.
6.
 - a) Give number and date of registration of company under the Companies Act 1956, attach certified copy of the registration certificate. In case of Co-operative Society submit copy of the Registration certificate issued by Registration authority.
 - b) Give a copy of Memorandum and Articles of Association of the Company.
 - c) In case of a Co-operative Society, submit Copy of the approved bye-laws.
7. Type of applicants industry, to be explained in details. Also indicate under which category the industry falls, namely :
 - a) Manufacturing
 - b) Repairing
 - c) Processing
 - d) Preserving
 - e) Any other kind
8. Site selected for the industry (Whether unit is new or if it is existing working unit then explain about the surrounding sites).....
9. Items to be manufactured by the industry and the annual capacity of each of the product

S.No.	Product	Capacity (Annual)
.....
.....
10. Number of persons to be employed in the industry
11. Give detailed description of the capital to be invested in the industry separately for cost of shed, machinery and equipment, working capital etc.

a) Land	Rs.
b) Building	Rs.
c) Plant machinery & equipments	Rs.
d) Preoperative and other fixed assets	Rs.
e) Pollution Control Equipment	Rs.
Total of Fixed Assets	Rs.
f) Working Capital (for 3 months)	Rs.
Grand Total	Rs.

12. Amount to be invested (New Unit / Expansion Unit)
- (a) By applicant Rs.
- (b) By other sources Rs.
- Grand Total Rs.
13. In case the industry is small scale them give the number and date of its registration with the Industries Department together with a certified copy of the registration certificate. In case, it is a medium or large scale industry then give number and date and certified copy of registration with DGTD Government of India / Letter of Intent / License / IEM filed with GOI
14. Category of the Unit :
- a) 100% EOU/EOU/NRI Unit
- b) Large & Medium Unit / SSI
- c) Unit to be established by SC/ST or their Co-operative Society
- d) Physically Handicapped Entrepreneur.
- e) Women Entrepreneur
- f) None of the above.
15. Give a copy of approved scheme/project report
16. Requirement of power (in KW/MW)
17. (A) Requirement of water (in kilolitres per day)
(B) Source of Water
18. Requirement of land hectary (furnish Layout plan on cloth paper)
19. Detailed description of the proposed covered/shed area
- a) Factory shed sq.mtr.
- b) Godowns sq.mtr.
- c) Office sqmtr.
- d) Other (Specify) sqmtr.
- Total sqmtr.
20. Details of Land applied
- a) Village
- b) Patwari Halka No.
- c) Revenue Circle
- d) Tahshil
- e) Distt.
- f) Area

- g) Survey No.
(Attache separate sheet, if required)
Map certified by Revenue Officer

Signature

Name

Date
Place

For (Name of Unit)
Seal

Declaration

1. I/We hereby solemnly affirm that the above details given in the application are true to the best of my/our knowledge and belief.
2. I/We hereby solemnly affirm that I/We have read and keep full knowledge of Chhattisgarh Industries Shed/Plot, Land allotment) Rules 1974 as amended from time to time, and I/we shall abide and abide by the said rules.
3. I/We shall obtain all the necessary NOCs/ consents from all the consumed departments/authorities before starting the unit as and when required by the law/statutory bodies from time to time.
4. I/We have deposited Rs. (Rupees)
as application fee through cheque/DD/No. dated
drawn onBank Name

Place :

Date :

Signature of the Applicant

Note : Fees for SSI is Rs. 500/- and for LMI is Rs. 2000/-. Enclose Crossed Cheque/ Draft in favour of Managing Director CSIDC Ltd. Raipur.

ENCLOSURES :

1. Copy of Provisional SSI certificate / I.E.M.
2. Copy of Registration of Company/Partership/Co-op. Society.
3. Copy of Memerandum and Article of Association of company / Partership deed/ Bye-laws of Co-op. society.
4. Detailed Project Report.
5. Layout Plan (on tracing cloth)
6. Certified copy of Khasra, Panchsala (P-II)
7. Certified copy of Map.

Application form for acquisition of private land

To,

The Managing Director
Chhattisgarh State Industrial Developments Corporation Ltd.
Raipur, Chhattisgarh

Subject - Application for acquisition of Private Land, at

Sir,

We are submitting application for Govt. land for our industry with following details :

1. Full name of the applicant industry
(Name of the firm or company)
2. (a) Name and full address of the applicant (with names of relevant tehsil/district)
Telephone / Fax / E-mail
.....
.....
(b) Position of applicant in Firm/Company
(Furnish Copy of Power of Attorney duly registered by Board Resolution)
3. If the applicant is a partnership business firm/limited company the following information should be given.

Names of Parters/ Directors	Name of Father/ Husband	Full Address of each Partner Director	Present Occupations of each Partner/ Director in the firm	Age of Partners Director	Share of each Partner Director	Capital to be Invested by each Partner/ Director	If Partners/ Director are related to each other give details of relationship
1.	2.	3.	4.	5.	6.	7.	8.

4. Mention whether the partnership business firm is registered under the Indian Partnership Act. If registered then give registration number and date and also attach a certified copy of the registration certificate.
5. Mention whether the partnership deed has been executed. If executed, then attach a certified copy of the same, Mention whether partnership deed has been registered or not. If registered, then give registration number and date.
6.
 - a) Give number and date of registration of company under the Companies Act 1956, attach certified copy of the registration certificate. In case of Co-operative Society submit copy of the Registration certificate issued by Registration authority.
 - b) Give a copy of Memorandum and Articles of Association of the Company. In case of a Co-operative Society, submit Copy of the approved bye-laws.
7. Type of applicants industry, to be explained in details. Also indicate under which category the industry falls, namely :
 - a) Manufacturing
 - b) Repairing
 - c) Processing
 - d) Preserving
 - e) Any other kind
8. Site selected for the industry (Whether unit is new or if it is existing working unit then explain about the nearby site)

(A) Proposed Area

(B) New or Existing
9. Items to be manufactured by the industry and the annual capacity of each of the same

.....

.....
10. Number of persons to be employed in the industry
11. Give detailed description of the capital to be invested in the industry separately for cost of shed, machinery and equipment, working capital etc.

a) Land	Rs.
b) Building	Rs.
c) Plant machinery & equipments	Rs.
d) Preoperative and other fixed assets	Rs.
e) Pollution Control Equipment	Rs.
Total of Fixed Assets	Rs.
f) Working Capital (for 3 months)	Rs.
Grand Total	Rs.

12. Amount to be invested (New Unit / Expansion Unit)
- (a) By applicant Rs.
- (b) By other sources Rs.
- Grand Total Rs.
13. In case the industry is small scale them give the number and date of its registration with the Industries Department together with a certified copy of the registration certificate. In case, it is a medium or large scale industry then give number and date and certified copy of registration with DGTD Government of India / Letter of Intent / License / IEM filed with GOI
14. Category of the Unit :
- a) 100% EOU/EOU/NRI Unit
- b) Large & Medium Unit / SSI
- c) Unit to be established by SC/ST or their Co-operative Society
- d) Physically Handicapped Entrepreneur.
- e) Women Entrepreneur
- f) None of the above.
15. Give a copy of approved scheme/project report
16. Requirement of power (in KW/MW)
17. (A) Requirement of water (in kilolitres per day)
(B) Source of Water
18. Requirement of land hectary (furnish Layout plan on cloth paper)
19. Detailed description of the proposed covered/shed area
- a) Factory shed sq.mtr.
- b) Godowns sq.mtr.
- c) Office sqmtr.
- d) Other (Specify) sqmtr.
- Total sqmtr.
20. Details of Land applied
- a) Village
- b) Patwari Halka No.
- c) Revenue Circle
- d) Tahshil
- e) Distt.
- f) Area

g) Survey No.
(Attache separate sheet, if required)
Map certified by Revenue Officer

Signature

Name

Date
Place

For (Name of Unit)
Seal

Declaration

1. I/We hereby solemnly affirm that the above details given in the application are true to the best of my/our knowledge and belief.
2. I/We hereby solemnly affirm that I/We have read and keep full knowledge of Chhattisgarh Industries Shed/Plot, Land allotment) Rules 1974 as amended from time to time, and I/we shall abide and abide by the said rules.
3. I/We shall obtain all the necessary NOCs/ consents from all the consumed departments/authorities before starting the unit as and when required by the law/statutory bodies from time to time.
4. I/We have deposited Rs. (Rupees)
as application fee through cheque/DD/No. dated
drawn onBank Name

Place :

Date :

Signature of the Applicant

Note : Fees for SSI is Rs. 500/- and for LMI is Rs. 2000/-. Enclose Crossed Cheque/ Draft in favour of Managing Director CSIDC Ltd. Raipur.

ENCLOSERS

1. Copy of Provisional SSI certificate / I.E.M.
2. Copy of Registration of company/Partnership/Co-op. Society.
3. Copy of Memorandum and Article of Association of company / Partnership deed/ Bye-laws of Co-op. society.
4. Detailed Project Report.
5. Layout Plan (on tracing cloth)
6. Certified copy of Khasra, Panchsala (P-II)
7. Certified copy of Map.

Application form for issuance of certificate for exemption from payment of stamp duty by DTIC/ Industries Commissnor

To,

The Industries Commissioner
Directorate of Industries
Sonakhan Bhawan, Ring Road 1,
Raipur (Chhattisgarh)

The General Manager
Dist. Trade & Industries Centre
Dist. Chhattisgarh

Subject : Application for Issue of Stamp Duty Exumption Certificate for proposed SSI / LMI Unit.

Sir,

I/We am/are setting up a SSI / LMI Unit in Village / Industrial Area
Tahsil Dist. Chhattisgarh.

(1) I/We proposed to manufacture This item is in the
elligible list for Stamp Duty Exemption.

(2) Term Loan / Working Capital for my / our unit her been sanctioned by the Finacial
institution.

I/We request you to kindly issue Stamp Duty exumption certificate as per following
details.

DETAIL INFORMATION

1. Name of Unit
2. Name of Proprietor/Partner/MD
3. Address for Correspondance
4. Constitution of Organisation Prop./Partnership/Company/Others
5. Category of Industry SSI / LMI / Mega
6. Details of SSI Provisional Registration / IEM with Date

7. Power Connection
8. Details of Products
9. Project Cost
 - Land
 - Building
 - Plant & Machinery
 - Electrical
 - Others
 - Total
10. Land Leased / To be Purchased
11. Extant / Area
12. Buildup area of proposed Industry
13. Details of Lease and letter of intent :
14. Details of Land Owners with
Survey No. & Extant and agreement
15. (A) Details of Financial Institution
- (B) Sanctioned Loan Amt.
- (C) Disbursed amount

DECLARATION

1. I/We confirm that information furnished is true to the best of my/our knowledge.
2. I/We give undertaking that the land mentioned will be used for aforesaid industrial purpose.
3. I/We also give undertaking that I/we will construct building as per above information.
4. I/We give undertaking that incase Stamp Duty Exemption availed on above mentioned land is misutilised than the State Govt. can recover losses to revenue as arrears of land revenue.

Date

Signature

Place

Name

For, Name of the Unit

Application form for issuance of NOC from local bodies for establishment of industry

To,

Commissioner/Chief Municipal Officer/
Municipal Corporation/Municipality/
Nagar Panchayat

..... Chhattisgarh

- | | |
|---|---|
| 01. Applicant's Name | - |
| 02. Name of Father/Husband of Applicant | - |
| 03. Permanent Address | - |
| 04. Address for Correspondence | - |
| 05. Name of Unit | - |
| 06. (A) Address of Industrial Unit | - |
| (B) Location Details | - |
| 07. Constitution of organization | - |
| 08. Building of Unit Counseled on Private /
Government / Corporation Land | - |
| 09. Required Power Connection in H.P. | - |
| 10. Provisional Registration No. from Distt.
Trade & Industries Centre / IEM No. | - |
| 11. Certified copies of Payment of
all taxes of the Corporation | - |
| 12. Details of Building Plan Approval | - |

I declare that the information furnished by me for
M/S. (name of Industrial Unit) are true
and if found otherwise I shall be held responsible. Kindly issue me NOC for established of
industry.

Your Sincerely

Date :

Signature

Place :

Address

Application form for grant of permission for building construction from Gram Panchayat

To,
The Secretary,
Gram Panchayat

Tahsil :-

District :-

Chhattisgarh.

Subject : Permission for Construction of Factory Building.

We have obtained SSI Provisional Registration/I.E.M. for manufacturing of vide No. date at Village Gram Panchayat Tahsil District (Chhattisgarh) from

We are submitting application for construction of building as per details enclosed and also issue NOC for establishment of factory

- (1) Details of location of site from imp. public places such as school, hospital, religious place, historical monuments, river etc.
- (2) Site Plan
- (3) Building Plan
- (4) Service Plan
- (5) Proof of Ownership

We are also depositing fee of Rs. for the said purpose.

We are request to kindly grant as permission to construct building as per plan submitted. and also issue NOC for establishment of factory.

We are ready to abide by all rules and regulations of the Government.

Encl : As above in copies.

Date : Applicantt

Place :

Note : A crossed cheque / DD for the amount of fee payable favour of concern Gram Panchayat as per the attached schedule to be enclosed with the application.

FEE SCHEDULE
SCHEDULE - I
[See Clause (4) of bye-laws 3]

Item No.	Type of Construction	Built up area		Fees chargeable In Rupees
		Sq. meter to	Sq. metre	
1.	2.	3.	4.	5.
1.	A building intended to be exclusively for residence.	0	75	200.00
		76	125	350.00
		126	200	600.00
		201	300	900.00
		301	400	1200.00
		401	600	2000.00
		601	750	2500.00
		751	1000	3500.00
		1001	1250	5000.00
		1251	1500	7000.00
		1501	2000	10000.00
	2001	2500	15000.00	
	above 2500		25000.00	
2.	A building intended to be used as shop, store house, Factory or for carrying on trade or business or any other commercial or industrial purpose.	Fee specified in item No. 1 together with an additional charge of 50% of such amount of fees, except that for a built up area above 2500 square metres the fees chargeable shall be Rs. 40,000/-		

Application form for grant of permission of diversion of land

To,

Sub Divisional Officer,
..... Sub Division
Distt.
Chhattisgarh.

Sub :- Application for Diversion of land.

Sir,

The following land, which is in our ownership at village,
patwari halka No. tahsil distt.
Chhattisgarh is presently categorised for agricultural purposes. It may be kindly diverted
for commercial / industrial use.

Sr. No.	Village Name	Survey No.	Area	Land Revenue
---------	--------------	------------	------	--------------

Date

Your Sincerely,

Place

Signature

Name

Address

- Enclosure :
1. Copy of Panchsala Khasra (P-II)
 2. Copy of B-1
 3. Copy of Patwari Map
 4. Layout plan map
 5. NOC of town and country planning
 6. NOC of Local body
 7. NOC of PWD

Application form for sanction of allotment of water by Water Resource Department

To,

The Secretary,
Water Resources Department,
Govt. of Chhattisgarh
Raipur (Chhattisgarh)

Sub : Application for water allotment for the Project

Sir,

Our company is setting up a plant..... in the location explained below for which the water requirement of..... shall be needed.

Details of the proposed project are given below :

1. Name of the company :
2. Regd. No./Office Address :
with Tel./Fax No. etc.
3. Type of organisation :
(Private/Public Ltd.Partnership etc.) and name of the product.
4. Location of the project :
(i) Nearest village :
(ii) Block :
(iii) District :
5. Salient details of the project :
6. Proposed nearest source of water :
(Location map be enclosed)
7. Required quantity of water :MM³/year.
8. Project Report regarding required water calculation :
9. Position of M.O.U. :

Declaration

1. I/We certify that the information furnished is true to the best of my/our knowledge.
2. I/We agree to pay the water charges fixed by the Govt. for time to time and also agree to pay commitment charges if any
3. I/We agree to sign necessary M.O.U./Agreement.

Place :

Signature :

Date :

Firm :

INSTRUCTION

Application form should be submitted in 3 copies.

List of enclosures to be appended alongwith the application. :-

1. Location Map showing location of proposed plant and nearest source of water.
2. Report of detailed assesment of required quantity of water (Plant / unit wise)
3. Copy of M.O.U. with the Government.

**Application form for issuance of
power availability certificate by CSEB**

1. Name & full Address of the Consumer :-
.....
.....
2. Date of Application :-
.....
3. Place at which supply is required :-
(Kh. No. Plot No. etc.)
.....
4. Demand of power in KVA indicate the :-
demand in phases if load is to
gradually build up.
5. Basis for arriving at the requisitioned :-
demand
.....
6. Purpose for which supply is required :-
.....
7. Production capacity :-
.....
8. Details of products to be manufactured :-
.....
9. State whether it is a continous :-
process industry.
10. Whether it will be single/two/three :-
shift industry.
11. Date by which unit is likely to go into :-
production and probable date by which
power is required.

12. Whether it is small/medium/large scale unit. :-
13. Whether I.E.M. / letter of intent/licence/ registration with District Trade & Industries Centre/ DGTD issued. :-
14. Steps so far taken by the consumer in regard to setting up of the factory such as acquisitions of land, erection of civil works, position of purchase/installation of machines. :-
15. (a) Employment potential to be generated by industry :-
- (b) Total Capital Outlay :-
16. Investment already made on
- (a) Land :-
- (b) Civil works :-
- (c) Machineries :-
17. Whether order for machines have been placed for the plant. Indicate the likely date by which machines will be installed. :-
18. Whether copies of documents as per Annexure-B enclosed. If not, give reasons therefore. :-

SIGNATURE OF APPLICANT

Name

**Application form for sanction & power supply for
L.T. connection by CSEB**

Chhattisgarh State Electricity Board

Form of Requisition for Supply of Electrical Energy on LT

Requisition No.....

To

The Executive Engineer,

City Dn.....,

Chhattisgarh State Electricity Board,

The Junior Engineer,

.....D/c,

Chhattisgarh State Electricity Board,

Sir,

1) I/We

.....
.....

hereby request you to supply electricity at.....Volts, alternation current single phase three phase, fifty cycles for the Premises here in after described owned / occupied by me/us Documentary any proof regarding my/our ownership / lawful tenance is enclosed.

2) I/We here by agree to take the supply of electricity for a period not less then two years from the date of commencement of supply and pay for side electricity at tariff No.....of notification No.....dated.....for the time being in force and as may be amended from time and to pay for the service connection and other dues including the deposit of such security as be demanded of me/ us in accordance with the rule of the Board.

3) I/We also undertake to receive the supply of electricity within three months from the date of Executive Engineer or his authorized representative intimates that the supply of electricity is available at my/ our premises. ven if I/We fall to take supply within three months as stated above I/We undertake to pay the Board-the tariff minimum charges from

the date immediately following the day on which the period of three months notice expires I/We also agree to pay tariff minimum charge even if connected but do not consume any electricity.

- 4) I/We have also careful read and understood the provision made in clause V of the schedule to the Indian Electricity Act 1910 and also the booklet general condition for supply of Electrical Energy and Scale of miscellaneous and General charges of the Chhattisgarh State Electricity Board and agree to be bound by the terms and conditions for supply contained therein including amendments as may be made from time to time there-under in so far as the same are applicable to me/us.
- 5) I/We agree that the service laid and in use under this requisition. Agreement is in respect of premises described above only and I/We shall have no right to ask for shifting of the service to any other premises owned or occupied by me us.

Description of the premises.

(i) House No.....(ii) Street.....(iii) Town/Village.....
(iv) District.....(v) Owners Name.....(vi) Owners Address.....

Requisition-cum-agreement form received from

Shri.....

On (date).....has been entered in the Register at on.....
in the Board's office situated at.....

Officer in Charge
C.S. Electricity Board

- 6) Full address of the applicant.....
- 7) Connected load of the installation will be.....watts particulars of which are given here under

Description of the Equipment/apparatus	Voltage	Purpose

- 8) Necessary meters/meters/metering equipment shall be provided by me/us may be provided by the Board for which the standard rental charges will be paid by me/us in accordance with scale of miscellaneous and General charges of the Board is force time to time.
- 9) Necessary meters/meters/metering equipment shall be provided by me/us may be provided by the Board for which the standard rental charges will be paid by me/us in accordance with scale of miscellaneous and General charges of the Board is force time to time.
- 10) The system of wiring will be.....
- 11) The wiring will be carried out by.....
His Licence No. is.....And full address is

Signature and address of the Witnesses

- 1) Witness _____ S/o _____
Full Address : _____
- 2) Witness _____ S/o _____
Full Address : _____

Signature of the
Applicant and address

Notes and explanation :

- 1) Documentary proof may be in the form of latest rent receipt of agreement or lease in the case tenant and receipt of local body or sale deed etc. in the case of owner.
- 2) A copy of the booklet "General Conditions for supply of Electirical Energy" and Scale of Miscellaneous and General Charges is available at local offices of the Board on payment as prescribed by the Board.

**Application form for sanction of power supply for
H.T. connection by CSEB**

ANNEXURE-A

1. Name & full Address of the Consumer :-
.....
.....
.....
2. Date of Application :-
.....
3. Place at which supply is required :-
(Kh. No. Plot No. etc.)
.....
4. Demand of power in KVA indicate the :-
demand in phases if load is to
gradually build up.
5. Basis for arriving at the requisitioned :-
demand
.....
6. Purpose for which supply is required :-
.....
7. Production capacity :-
.....
8. Details of products to be manufactured :-
.....
9. State whether it is a continuous :-
process industry.
10. Whether it will be single/two/three :-
shift industry.

11. Date by which unit is likely to go into production and probable date by which power is required. :-
12. Whether it is small/medium/large scale unit. :-
13. Whether I.E.M. / letter of intent/licence/ registration with District Trade & Industries Centre/ DGTD issued. :-
14. Steps so far taken by the consumer in regard to setting up of the factory such as acquisitions of land, erection of civil works, position of purchase/installation of machines. :-
15. (a) Employment potential to be generated by industry :-
- (b) Total Capital Outlay :-
16. Investment already made on
 - (a) Land :-
 - (b) Civil works :-
 - (c) Machineries :-
17. Whether order for machines have been placed for the plant. Indicate the likely date by which machines will be installed. :-
18. Whether copies of documents as per Annexure-B enclosed. If not, give reasons therefore. :-

SIGNATURE OF APPLICANT

Name

ANNEXURE-B

List of Documents to be Submitted by applicant for H.T. Connection

1. Copy of Project Report.
2. Memorandum of Articles of Association in case of a company or copy of partnership deed if a partnership firm.
3. Lease deed/Sale deed for land.
4. Copy of letter of intent/license/Registration with District Trade & Industries Centre/DGTD etc.
5. Map (in triplicate) showing the area where supply would be utilized and indicating the point in which supply would be availed.
6. List of Plant and Machineries indicating the rated capacity.

**Application form for approval of drawing by Electrical Inspector
(for EHV / HVI / Generator set installations)**

To,

(1) The Chief Electrical Inspector
Govt. of Chhattisgarh.
Near Chhattisgarh College, Byron Bazar,
Raipur (Chhattisgarh)

(2) The Executive Engineer (E./S.) and
Divisional Electrical Inspector,
Govt. of Chhattisgarh
Raipur / Bilaspur (Chhattisgarh)

Sir,

We furnish the following particulars and drawings and request that the drawings may be approved and communicated :-

1. Name and address of the Chhattisgarh State _____
Electricity Board, Operation Division under _____
which this service falls. _____
2. Name and address of the A-Class Electrical _____
Contractor who is authorised to execute the _____
work. _____
3. System of supply -
 - (a) Incoming supply voltage _____
 - (b) Capacity of proposed Transformers / _____
Generator with voltage ratio. _____
4. The detail drawings are submitted in quadruplicate/triplicate (not in scale)
 - (a) Site layout drawing showing all the boundaries, roads, buildings, any gas pipe lines, telephone lines, electric lines passing in the premises proposed location of _____ transformer sub-station etc.

- (b) Structural drawing showing plan, section, elevation and end view of the DP/4 pole or 6 pole structure and transformer sub-station, etc., with earthing arrangement.
- (c) Single line wiring diagram starting from point of commencement of supply of the lighting load point indicating capacities of transformers with voltage ratio, D.G. sets control and protective system, switch gear equipment with ratings - HV equipment with controlling switches, starters, ratings - size and length of cables with fault level calculations, etc.
- (d) Details clearance which is given is Indian Electricity Rule, 1956.

Date :

Place :

Yours faithfully,

(Sign.....)

Name

Note :

[1] The power which is allotted by the State Govt. for approval and permission of installation are as follows :-

- (a) Upto 500 KVA sub-stations and 100 KVA D.G. Sets with L.T. installation - Executive Engineer (E./S.) and Divisional Electrical Inspector, Govt. of Chhattisgarh, Raipur/ Bilaspur.
- (b) Above 500 KVA sub-stations and 100 KVA D.G. Sets with all H.T. and above supply Chief Electrical Inspector, Govt. of Chhattisgarh, Raipur.

Application form for environment consent for SSI under simplified procedures by DTIC

To,
The General Manager
District Trade & Industries Centre
Dist.
Chhattisgarh

Subject : Application for issue of consent for establishment and operation of SSI unit as per simplified procedure.

Sir,

I/We am/are setting up a SSI Unit in Village / Industrial Area Tahsil
..... Dist. Chhattisgarh.

I/We proposed to manufacture This item is listed in serial no. of circular of simplified procedure issued by the State Govt. Where by proposed product is exempted from obtaining consent of the Chhattisgarh Environment Conservation Board.

I/We request you to kindly issue consent letter as per following details

DETAIL INFORMATION

1. (a) Name of Unit
- (b) Provisional SSI Registration No. & Date
2. Location of Unit.....
3. Address for Correspondance
-
-
4. a. Name of Product & Capacity
-
- b. Name of Raw Material & Consumption
-

5. Detail of Manufacturing Process.....

6. a. Wheater water is used in the process Yes / No
 b. If Yes than Quantity of Discharge
7. a. Wheater fuel is required in the process Yes / No
 b. If Yes than name of the fuel & daily consumption
8. If there is any possibility of pollution from the Unit Yes / No
 a. Water Pollution / Industrial Discharge Yes / No
 b. Air Pollution Yes / No
 I. Supanded partical matter (dust) Yes / No
 II. Chemical / Gas Yes / No
 III. Noise Yes / No
 IV. Odour Yes / No
 c. Solid waste
9. Proposed treatment process for domestic discharge of water / air / noise / soild waste
10. Wheater NOC from local bodies like Municipal Corporation, Gram Panchayat has been obtained
11. Wheater for site selection NOC from Industries Department obtained

DECLARATION

1. I/We give declaration that information furnished is true to the best of my/our knowledge.
2. I/We promise that incase there is any pollution like Air, Water etc. from my/our unit. I/We will take consent of Chhattisgarh Environment Conservation Board for Air/Water as per Rules & Act. I/We also promise to install, maintain an operate pollution control equipment as suggested by Chhattisgarh Environment Conservation Board.

Place Signature

Date Name

For Unit

.....

Application form for registration of boiler under Indian Boiler Act

(Application on Company Letterhead)

To,

The Chief Inspector of Boilers Chhattisgarh
Bunkar Society Complex
G.E. Road, Amapara
P.O. Vivekanand Ashram
Raipur, Chhattisgarh 492-001

Sub :- Application for Registration of Boiler Maker No.

Sir,

We have purchased a new boiler from M/s

The brief details of Boiler are as under :

Boiler Maker's Number

Name of boiler manufacturer

Type of boiler

Rating (Heating Surface Area) M2

Working Pressure Kg/cm2

Following documents are submitted for registration of boiler :

1. Original challan of Rs. towards registration fee.
2. Declaration under section 2(d) of Indian Boilers Act-1923.
3. Affidavit on Rs 20/- non - judicial stamp duly attested by Notary.
4. Certified copy of partnership deed/certified copy of Memorandum of Association and Article of Association.
5. Original certificates and drawings of boiler duly issued by Inspecting Authority.
6. Layout of Steam & feed water pipe line of boiler layout in triplicate duly signed by owner alongwith original copy of challan of Rs. towards inspection fee of pipe lines.

7. Consent letter of Erector of boiler & its pipe lines alongwith details of his organisation including site incharge supervisor, certified welder, skilled manpower & tools & tackles and details of past experience with copies of relevant permission letters.
8. Oringinal certificates of materials of steam & feed water pipe line of the boiler.
9. Shiftwise details of Boiler Operation Engineers and/or Boiler Attendants alongwith thier consent letters & copies of certificates.

Please issue permission for erection of boiler & its pipe line. Please also carryout inspection of boiler & its pipe line and register the boiler.

Enci : As Above.

Place :

Your's faithfully

Date :

Signatruer.....

Name.....

Designation.....

Proforma of Declaration & Affidavit as required under section 2(d) of the Indian Boilers Act-1923

I S/o.

Designation Age do hereby agree to be the owner/agent of Boiler Maker/Registry No. under section 2(d) of the Indian Boilers Act - 1923. I also hereby agree to abide by the rules framed under the Indian Boilers Act - 1923 and Indian Boilers Regulation - 1950 and shall be held responsible for any breach/violation of the rules. I shall be responsible to inform about any change in the name of owner/agent.

Signature

Full Name

Designation

Address

- Note :-** (1) In case of agent, countersignature by owner is required.
- (2) Declaration should be on the letter head of the organisation.
- (3) Affidavit shall be submitted on Rs. 20/- non-judicial stamp paper duly attested by the Public Notary.

STEAM & FEED PIPE LINE

Steam & Feed Pipe line layout drawing is to be got approved from Chief Inspector of Boilers before starting erection. The layout drawing is to be submitted in triplicate to Chief Inspector or Boilers/Inspector of Boiler alongwith following details :-

Complete layout, size of the pipeline, length, full details of welding, quantity, details & specification of pipes, bends, valves & flanges etc., support, vent & drainage, working pressure and temperature, hydraulic test pressure & challan towards inspection/hydraulic test fee of pipe line. The inspection & hydraulic test fee for pipe line is as follows :-

- | | | |
|-------------------------------|---|---|
| For pipe line upto 104 mm NB | - | Rs. 300.00 for every 30
metre or part thereof |
| For pipe lines over 104 mm NB | - | Rs. 600.00 for every 30
metre or part thereof. |

The erector to be engaged for erection & welding of steam & feed pipe line is to be got approved from Chief Inspector of Boilers. The welder must. possess certificate in form XIII.

- Head of Account for depositing fee by Treasury Challan -
- | | | |
|------|---|---|
| 0230 | - | Labour & Employment |
| 103 | - | Fee for Inspection of Steam Boler (State) |

REGISTRATION FEES

1. Regulation-385-Registration Fee :- The required fee to accompany an application under sub-section (1) of section 7 of the Act shall be as follows :-

	Rs.
For Boiler Rating not exceeding 10	600.00
For Boiler Rating exceeding 10 but not exceeding 30	800.00
For Boiler Rating exceeding 30 but not exceeding 50	900.00
For Boiler Rating exceeding 50 but not exceeding 70	1100.00
For Boiler Rating exceeding 70 but not exceeding 90	1300.00
For Boiler Rating exceeding 90 but not exceeding 110	1500.00
For Boiler Rating exceeding 110 but not exceeding 200	1700.00
For Boiler Rating exceeding 200 but not exceeding 400	1900.00
For Boiler Rating exceeding 400 but not exceeding 600	2200.00
For Boiler Rating exceeding 600 but not exceeding 800	2400.00
For Boiler Rating exceeding 800 but not exceeding 1000	2700.00
For Boiler Rating exceeding 1000 but not exceeding 1200	3200.00
For Boiler Rating exceeding 1200 but not exceeding 1400	3600.00
For Boiler Rating exceeding 1400 but not exceeding 1600	4200.00
For Boiler Rating exceeding 1600 but not exceeding 1800	4500.00
For Boiler Rating exceeding 1800 but not exceeding 2000	5000.00
For Boiler Rating exceeding 2000 but not exceeding 2200	5400.00
For Boiler Rating exceeding 2200 but not exceeding 2400	6000.00
For Boiler Rating exceeding 2400 but not exceeding 2600	6300.00
For Boiler Rating exceeding 2600 but not exceeding 2800	6800.00
For Boiler Rating exceeding 2800 but not exceeding 3000	7200.00

Above 3000 for every 200 or part thereof an additional fee of Rs. 200.00 shall be charged.

2. Regulation-395A-Inspection Fees for Boilers and Part thereof constructed in India
The inspection fee for boilers shall be calculated on the following basis :-

- (i) at four times the registration fee for a boiler of rivetted construction.
- (ii) at four times the registration fee for a boiler of welded construction

Head of Account for depositing fee by Treasury Challan.

0230 - Labour & Employment

103 - Fees for Inspection of Steam Boiler (State)

Application Form For Permanent Registrations Of Small Scale Industries At DTIC

GOVT. OF CHHATTISGARH

DIRECTORATE OF INDUSTRIES

APPLICATION FORM FOR PERMANENT REGISTRATIONS AS SMALL SCALE INDUSTRIES

(TO BE FILLED IN DUPLICATE)

INSTRUCTIONS :

01. Write / Type in block (Capital Letters)
02. Fill up whichever is applicable :
03. Use English alphabets / Arabic numbers while filling up blocks (to help computerisation) Leave one blank after each word.
04. While filling the form, use the following procedure :

- (i) Name of unit e.g. KAMAL ENTERPRISES / AVI ENTERPRISES

K A M A L E N T E R P R I S E S

A V I E N T E R P R I S E S

- (ii) PIN Code : e.g. 492001

4 9 2 0 0 1

- (iii) Date : e.g. 09 June 2004

0 9 0 6 0 4

- (iv) Quantity (kg) : e.g. 90 Kg.

0 0 0 0 9 0

- (v) Amount (Rs. in thousands) e.g. Rs. 5000/-

0 0 0 0 5

- (vi) Fill up appropriate codes in the blocks wherever applicable.

Example – 1. Yes- 1, No-2, NA-3

3

If NA fill up - 3

Example – 2. Category : SSI-1, Anc-2,

3

Tiny-3, SSSBE-4, EOU-5

If Tiny fill up-3

05. Block / boxes marked (*) are to be filled by office.

06. Applicant should sign all copies.

Abbreviations used

SSI	:	Small Scale Industries.
ANC	:	Ancillary Industrial Undertaking.
SSSBE	:	Small Scale Service and Business Enterprise.
TINY	:	Tiny Enterprise
EOU	:	Export Oriental Unit.
NA	:	Not applicable.

11. Main items of manufacture/activities.

(details of capacity to be furnished in Appendix "A")

(i)	Name	<input type="text"/>
	Code	<input type="text"/>
(ii)	Name	<input type="text"/>
	Code	<input type="text"/>
(iii)	Name	<input type="text"/>
	Code	<input type="text"/>
(iv)	Name	<input type="text"/>
	Code	<input type="text"/>
(v)	Name	<input type="text"/>
	Code	<input type="text"/>

12. Investment in Fixed assets (Rs. in '000)

(i)	Land	<input type="text"/>
(ii)	Building	<input type="text"/>
(iii)	Plant and Machinery	<input type="text"/>
(iv)	Other Fixed assets	<input type="text"/>

TOTAL

13. Investment in Plant Machinery

(Original Value Rs. in '000)

(Details to be furnished at Appendix 'B')

14. Raw Material requirement

No.	Name Item Codes	Imported-1 Indigenous-2	Annual Consumption Value (Rs.in 000)
(i)	<input type="text"/>	<input type="text"/>	<input type="text"/>
(ii)	<input type="text"/>	<input type="text"/>	<input type="text"/>
(iii)	<input type="text"/>	<input type="text"/>	<input type="text"/>
(iv)	<input type="text"/>	<input type="text"/>	<input type="text"/>
(v)	Other Raw Materials	<input type="text"/>	<input type="text"/>
	Total (i) to (v)		

15. Source of Power
Coal - 01 Oil - 02, LPG - 04
Electricity - 8 Non - Conventional energy - 16
Traditional energy/Firewood - 32

16. Power Load
H.P.
K.W.

17. Employment
(i) Managerial & Office Staff
(ii) Supervisory and Workers

18. Whether Registered under Factories Act.
Yes -1 No. - 2

19. Applicant's Profile
Male - 1 Female - 2
SC - 1 ST - 2
Engineering Graduate -1 Other Graduate - 2
Others -3

Date :

Signature of Applicant

Name of Proprietor/Partner
Managing Director

FOR OFFICE USE ONLY

Application No.

NIC Code

Block Code

District Code

State Code 2 2

Whether the items of manufacture / activity require an industrial licence

Yes - 1 No - 2

(No Industrial licence is required for items listed in Schedule II of the licencing notification dated 25-7-1991 if the unit employs less than 50/100 workers with/without power)

CERTIFICATE OF REGISTRATION

The unit is permanently registered as a SSI/SSSBE unit for the manufacture of items/activities as stated in the application from and briefly noted below)

Item of manufacture/activity (S. No. II & Appendix - A)

- 1.
- 2.
- 3.
- 4.
- 5.

Investment in Plant and Mahinery (S. No. 13 & Appendix -B)

Rs. in '000

Permanent Registration No.

Date of issue :

Category of unit (S. No. 6)

FOR TINY ENTERPRISES :

The unit is a tiny enterprise and its status as "tiny enterprise" is valid upto.....

Validity is extended upto

Validity is extended upto

Date :

Signature
Name & designation of
Registering Authority

INSTRUCTIONS

1. The endorsed application form is a part of the certificate of registration.
2. The certificate is valid for the items of manufacture/activity noted at S. No. 11 and Appendix A and is also valid for any other item/activity undertaken by the unit.
3. Conferment of the status as a tiny enterprise is to be validated/renewed every five years as per procedure prescribed.
4. The certificate is subject to the affidavit furnished by the applicant in respect of the application for registration.
5. The certificate is subject to any or all the conditions that may be imposed by the Registering Authority
6. If at any time it is found that the declaration/affidavit furnished by the applicant is not true or in the event of violation of any of the conditions imposed by registering authority, or if the investment exceeds the prescribed limits, the registration certificate is liable to be cancelled/quashed without any prior notice.
7. This certificate does not confer or accrue any right to the applicant and cannot be treated as proof in respect of any statutory requirement or condition that may exist under any law for the time being in force. The onus of satisfying and fulfilling such requirements or conditions rests squarely on the applicant / unit.
8. Additions / deletions in the list of plant of Machinery and the revised investment value thereof and / or any changes in the constitution or location of the unit should be made in the additional sheets appended to the certificate on the request of the applicant.

**CERTIFICATE OF REGISTRATION
ADDITIONAL SHEET - 1**

Registration No. :

Date of Issue :

Addition / deletion in Plant & Machinery

S.No.	Name of Machinery	Added/deleted	Original Value Rs. in '000'
1.			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2.			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3.			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4.			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5.			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

(Rs. in '000)

Revised value of investment
in Plant & Machinery (S. No. 14)
Change in location : (S. No. 7)
Change on constitution / type of organisation :
(S. No. 9)

Date :

Signature

Name & Designation of
Registering Authority

APPENDIX - A

For any combination, add the respective codes

Value in Rs. '000

Sl. No.	Product & by-products manufactured/assembled & services sold	Product Code*	Unit of Quantity*	Unit Code*	Annual Capacity	
					Quantity	Value
1.	2.	3.	4.	5.	6.	7.
01.	Manufacturing/ assmebly					
02.						
03.						
04.						
05.	Other prd. & by-prd. (comb)	x	x	x	x	x
06.	Total (1 to 5)					
07.	Processing					
08.						
09.						
10.	Other (Combined)	x	x	x	x	
11.	Total (7 to 10)		x	x	x	
12.	Job Work		x	x	x	
13.	Servicing		x	x	x	
14.	Repairing	x	x	x	x	
15.	Total (12 to 14)	x	x	x	x	
16.	Grand Total (6+11+15)					

APPENDIX - B

Details of Plant and Machinery

Sl.	Name of the Machinery	No.	Imported -1 Indigenous - 2	Cost (original value) Rs. in '000
1.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
6.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
7.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
8.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
9.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
10.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
11.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
12.			<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Affidavit For Permanent Registration As Small Scale Industries

FORMAT

I/We son/daughter/wife/widow* of
..... resident of
do hereby solemnly, affirm and declare as under :

1. The I/We have submitted an application dated for permanent registration of the unit as small scall/ancillary/tiny/export oriented unit / Small Scale Service and Business enterprise.
2. That I/We am / are proprietor (s) partner (s) / Managing Director of the unit whose name and address is given below :-
Name :.....
Address :.....
.....
3. That all particulars furnished in the application form are factual and correct..
4. That the location of the unit does not violate any locational restrictions for the time being in force and that I/We have obtained the necessary locational clearnces from the competent authority.
5. That I/We have obtained all the statutory clearances / No Objection Certificates / permission required to carry out the manufacture/activitiy under the prevalent laws, regulations and rules in force.
6. That I/We have also obtained the necessary registration / licence, wherever rquired, under the relevant laws, rules or orders for the time being in force, for carrng out the said industrial activity.
7. That the unit does not require an Industrial Lience because :
* (a) The unit employes lesss than 50 / 100 workers with / without use of poer.
* (b) The items proposed to be manufactured are reserved for exclusive production in the small scale industries sector.
* (c) The unit does not manufacture any item which is included in Schedule - II of Notification No. S.O. 477 (E) dated 25.7.1991 and is not reserved for exclusive manufacture in the SSI sector as included in Schedule - III of the above notification.
8. That the original value of investment in plant and machinery installed at the unit is within the limits prescribed for tiny/SSI/SSSBE/ancillary/export oriented unit* as per existing provisions.

9. That the unit is not owned or controlled or is a subsidiary of any other industrial undertaking in terms of the notification No. S.O. 2 (E) dated 1.1.1993.
10. That I/We undertake to inform the registering authority within 30 days of crossing of the investment limits in plant and machinery and submit the registration certificate for cancellation of registration or deletion of relevant endorsements as ancillary EOU/tiny enterprise/Small Scale Service and Business Enterprises.
11. That I/We understand that if at a future date the said unit does not satisfy any of the conditions laid down in the notification No. S.O. 232 (E) dt. 2.4.91, or does not comply with any of the conditions or restrictions for the time being in force, or includes for manufacture items that require an industrial licence, then in such an eventuality, I/we shall be liable and required to surrender our registration as a SSI unit.
12. That I/We undertake to inform the Directorate of Industries/Registering authority immediately in case a situation arises as mentioned at para 11 above.
13. That I/We undertake to inform and to keep informed the Directorate of Industries/ Registering Authority on all parameters and changes, if any, as required from time to time.
14. That I/We undertake to refund to the Central or State Government any or all financial incentives or benefits given under various schemes of assistance for small Scale industries alongwith 18% interest as may be demanded by the appropriate authority of Central/State Govt. in case if it is found that information or particulars submitted to obtain registration were wrong and fraudulent.
15. That I/We fully understand that we have to comply with the above conditions failing which we are liable for action by the Registering authority for cancellation of the Registration as well as under other relevant provisions of the laws and rules in force.

Signature

DEPONENT

VERIFICATION

Varified that the contents of the affidavit are true to the best of my knowledge and belief.

Date :

Signature

Place :

DEPONENT

(*Note) : Strike out whichever is not applicable.

Application for production certificate for medium and large scale industry by DTIC

1. Name of Unit :
2. Contact Address :
- Phone No. :
- Fax No. :
3. Registered Office :
- Phone No. :
- Fax No. :
4. Place of Unit :
- Town/Village :
- Block :
- Tahsil :
- District :
5. Type of Organization :
- (Proprietary /Partnership/HUF/Pvt.
or Public Ltd./Cooperative of Society)
Name of Proprietor/Partners/MD/ :
- Board of Director/President of Society :
6. Category of Entrepreneur :
- (Woman/SC/ST/OBC/Other :
7. Type of Unit :
- (100% EOU/NRI/FDI :
8. Whether unit is established in : Yes/No
- Growth Center/Industrial Area :
- Developed by CSIDC or Industries :
- Dept. Details. :
- 9/ Details of Private land Area Survey No. etc.
10. Details of License Issued by Govt. :
- of India/IEM Acknowledgment No. :
- & Date :
- Name of Product & Capacity :

11. Status of Unit : New or Expansion
 (A) Date of trial production :
 (B) Date of commercial production :

12. Details of Product and Production date

(A) Name of Products	Annual Capacity	Date of Production
----------------------	-----------------	--------------------

- 1.
 - 2.
 - 3.
-

(B) By Products Name	Annual Capacity	Date of Production
----------------------	-----------------	--------------------

- 1.
 - 2.
 - 3.
-

13. (A) Details of Raw Material/Incidental Goods and Packaging Material

Name	Annual Requirement
------	--------------------

- 1.
 - 2.
 - 3.
-

(B) Date of first purchase of Raw Material :

14. Details of fixed capital investment as on date of commercial producton

1. Land :
2. Development of Land :

- 3. Building :
- 4. Plant & Machinery :
- 5. Electrical Installation :
- 6. Pollution Control Equipment :
- 7. Lab and Research Equipment :
- 8. Railway Siding :
- 9. Godown :
- 10. Leese Rent of Plant & Machinery :
- 11. Others :
- 12. Total :
- 15. Details of Financial Source :
- Share Capital :
- Loan :
- Other :
- 16. Details of Financial Institutions :
- Sanctioned Amount :
- Disbursed Amount :
- 17. Date of Power Connection & Connected Load :
- 18. Employment Provided :
- 19. Commercial Tax Dept. Registration :
- Certificate No. & Effective Date
(Attach Copy of Both Certificate)
- (A) State Act :
- (B) Central Act :
- 20. Other Requirements (If applicable) :
- (1) Site Clearance :
- (2) Air Consent :
- (3) Water Consent :
- (4) Town & Country Planning :
- (5) Others :

21. Details of fully / party owned Unit of the Applicant (If any)

- (1) Name & Address :
- (2) (A) CGCT No. :
- (B) CST No. :
- (3) Name of product & production date
- (4) Details of concession obtained :
- the department
- (5) Others :

22. Name of main machines established :
and usage in brief.

23. Brief detail of Manufacturing process :

24. Information regarding employment- :
given to local person/registered with
District Employment Exchange

- (A) Details of post on which :
employment given
- (B) Sanctioned post :
- (C) No. of post on which employment :
to local persons have been
provided.
- (D) Percentage of employment :
provided to local persons

25. Other Information :

Date :

Place :

Name of Authorized Persons

Name :

Post :

Note : Please enclose Photo copies of relevant documents.

Affidavit for Production Certificate for Medium/Large Scale Industry

FORMAT

I/We son/daughter/wife/widow* of
..... resident of
do hereby solemnly, affirm and declare as under :

1. The I/We have submitted an application dated for issue of production certificate of the unit as medium/large scale industry.
2. That I/We am / are proprietor (s) partner (s) / Managing Director of the unit whose name and address is given below :-

Name :.....

Address :.....

3. That all particulars furnished in the application form are factual and correct..
4. That the location of the unit does not violate any locational restrictions for the time being in force and that I/We have obtained the necessary locational clearnces from the competent authority.
5. That I/We have obtained all the statutory clearances / No Objection Certificates / permission required to carry out the manufacture/activity under the prevalent laws, regulations and rules in force.
6. That I/We have also obtained the necessary registration / licence, wherever rquired, under the relevant laws, rules or orders for the time being in force, for carrying out the said industrial activity.
7. That the plant and machinery installed at the unit is as per requirment of present product.
8. That I/We undertake to inform and to keep informed the Directorate of Industries/ Registering Authority on all paramenters and chages, if any, as required form time to time.
9. That I/We undertake to refund to the Central or State Government any or all financial incentivies or benefits given under various schemes of assistance for small Scale industries alongwith 18% interest as may be demanded by the appropriate authority of Central/State Govt. in case if is found that information or particulars submitted to obtain registration were wrong and fradulent.

10. That I/We fully understand that we have to comply with the above conditions failing which we are liable for action by the Registering authority for cancellation of the Registration as well as under other relevant provisions of the laws and rules in force.

Signature

DEPONENT

VERIFICATION

Varified that the contents of the affidavit are true to the best of my knowledge and belief.

Date :

Signature

Place :

DEPONENT

***Note** : Strike out whichever is not applicable.