

# COMBINED APPLICATION FORM FOR ESTABLISHMENT OF INDUSTRIES

(See Rule 3(I))

1. This format is to be used for submission to the State Government for Assistance to set up industries, under Orissa Industries (Facilitation) Act, 2004 as amended from time to time.
2. The copy of Industrial Entrepreneur Memorandum (IEM) of Government of India as per press note No. 4 of 1998 dated 15.6.1998 may be submitted for Large & Medium / Mega industries duly attested by Authorised Signatory of the Industrial Unit.
3. The application should be submitted to the Secretariat for High Level Clearance Authority/ State Level Single Window Clearance Authority/ District Level Clearance Authority along with a crossed demand draft for Rs. \_\_\_\_\_/- drawn in favour of the " \_\_\_\_\_", payable at the State Bank of India, \_\_\_\_\_ Branch, \_\_\_\_\_.

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For Official Use only

Serial Number

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Date

Date	Month	Year			

Details of Bank Draft

Amount Rs.

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Draft No.

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Draft Date

Date	Month	Year			

Drawn on

(Name of the Bank)

Payable at

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## PART A – General Information

1. Name of Unit

2. Address for Communication

Telephone

FAX

PIN

E-mail

3. Category of Unit – (SSI – 1, ANC – 2, SSSBE – 3, TINY – 4, EOU – 5, L & M – 6, MEGA – 7)

4. Location of the unit–  
 Place / Town : 



  
 Tahasil: 



  
 District :

5. Type of Organisation (Proprietary – 1, Partnership – 2, Pvt. Company – 3, Cooperative – 4, Others – 5)

6. Nature of Activity (Manufacturing / Assembly – 01, Processing – 02, Job Work – 03, Repairing / Servicing – 08)

7. Main items of manufacture / activities (Addition sheet, if required, to be attached)

	NIC Code*		Name
i)	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table>	*	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table>
ii)	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table>	*	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table>

8. Investment in Fixed Assets (Rs.in '000)

i) Land

ii) Building

iii) \*Plant and Machinery (Details to be attached)

a) Indigenous

b) Imported

Sub Total

iv) Other fixed assets

Total

\* Should exclude items whose value are not taken into account while computing the investment details in annexure I.

9. Employment

i) Managerial & Office Staff

ii) Supervisory & Workers

10. Date of Commencement of Production (expected)

11. Whether the unit is Seasonal – 1, Continuous – 2

12. Whether the unit will work on General – 1, Two shift – 2, Round the clock - 3

Date :

Signature of Applicant  
(Authorised Person)

Name of Proprietor / Partner / Managing Director

Details of Plant & Machinery (to be attached if required)

<u>Indigenous</u>			<u>Imported</u>		
SI	Name of the Machinery	Value (Rs. in '000)	SI	Name of the Machinery	Value (Rs. in '000)
Sub total			Sub total		

Total

Signature of Applicant  
(Authorised Person)

Name of Proprietor / Partner / Managing Director

**Annexure I**

**Computation of Value of Plant & Machinery for determination of SSI status**

- I. For determining the SSI status the investment in plant & machinery only limits to Rs. one crore (Rs. Five crores in specialized items; details of items given below)
- II. In calculating the value of plant and machinery for the purpose of determination of SSI status, the original price thereof, irrespective of whether the plant & machinery are new or secondhand, shall be taken into account.
- III. In calculating the value of plant and machinery, the followings shall be excluded, namely :-
  - i) The cost of equipments such as tools, jigs, dies moulds and spare parts for maintenance and the cost of consumable stores.
  - ii) The cost of installation of plant & machinery.
  - iii) The cost of Research and Development ( R&D) equipment and pollution control equipment.
  - iv) The cost of generation sets, extra transformer etc. installed by the undertaking as per the regulation of the State Electricity Board.
  - v) The bank charges and service charges paid to the National Small Industries Corporation of the State Small Industries Corporation;
  - vi) The cost involved in procurement or installation of cables, wiring, bus, bars, electrical control canels (not those mounted on individual machines), oil circuits breakes/miniature circuit breakers etc. which are necessarily to be used for providing electrical power to the plant and machinery / safety measures.
  - vii) The cost of gas producer plant;
  - viii) Transportation charges (excluding of taxes e.g. Sales tax, excise etc.) for indigenous machinery from the place of manufacturing to the site of the factory-
  - ix) Charges paid for technical know-how for erection of plant and machinery.
  - x) Cost of such storage tanks which store raw materials finished products only and are not linked with the manufacturing process; and
  - xi) Cost of fire fighting equipments.
- iii. In the case of imported machinery, the following shall be included in calculating the value, namely :

- i) Import duty (excluding miscellaneous expenses and transportation from the port to the site of the factory, demurrage paid at the port) :
- ii) The shipping charges.
- iii) Customs charges.
- iv) Customs clearance charges : and
- v) Sales Tax.

**List of Specialized Items in SSI Sector having investment of Rs 5 crore in Plant & Machinery**

Product Code	Name of the items
260101	Cotton cloth knitted
260102	Cotton vests knitted
260103	Cotton socks knitted
260104	Cotton undergarments knitted
260106	Cotton shawls knitted
260199	Other cotton knitted wears
260201	Woolen cloth knitted
260202	Woolen vestes knitted
260203	Woolen socks knitted
260204	Woolen scarves knitted
260205	Woolen undergarments knitted
260206	Woolen caps knitted
260207	Woolen shawls knitted
260208	Woolen gloves
260207	Woolen mufflers knitted
260299	Other woolen knitted wears. Art silk / main made Fibre Hosiery
260310	1. Synthetic knitted socks and stocking.
260302	2. Synthetic knitted underwears such as vest, briefs and drawer
260304	3. Synthetic knitted outerwears such as jersey slipovers, pullover, cardigans and jackets.
260308	4. Synthetic knitted children wear such baby suits, knicker, frock, underwear and outerwear.
26030901	5. Synthetic knitted fabrics except high pile fabric made by sliver knitting, and synthetic knitted blankets.

260311	6. Synthetic knitted swim wear such as trunk and costume.
260312	7. Synthetic knit wear such as scarf, muffler, shawl, cap, ties, blouse and jeans.
260313	8. Synthetic knitted shirt, T-shirt, Collar shirt and sports-skirts.
260314	9. Synthetic knitted hose.
260315	10. Synthetic knitted gas mantle fabric
260316	11. Other synthetic knitwear
343101	Hacksaw frames
343102	Pliers
343103	Screw drivers
343104	Spanners
343106	Hammers
343108	Anvils
343109	Wood working saws
343111	Wrenches
343112	Knives and shearing blades (all types including those of metal, paper, bamboo and wood for manual operations)
343113	Nail pullers
343114	Chisels
343115	Pincers
343116	Wire cutters
343199	Other hand tools for blacksmithy, carpentry, hand forging, foundry etc".

**“Stationery Sector “**

319911	Writing inks and fountain pen inks
387101	Ball point pens.
387103	Fountain pens.
387104	Pen nibs
387105	Fountain pens and ball pens components excluding metallic tips.
387201	Pencils
387401	Hand stapling machine
387501	Paper pins

387601	Carbon paper
38760210	Typewriter ribbon for mechanical typewriters
387901	Hand numbering machines
387903	Pencil sharpeners
387907	Penholders

Drugs and Pharmaceuticals Sector

31060101	Para amino phenol-Indl. Grade.
310628	Pyrazolones
310650	Benzyl benzoate
310658	Niacinamide
313125	Paracetamol
31315801	Methyl parabens and sodium salt starting from para hydroxy benzoic acid
31315901	Ethyl parabens and sodium salt starting from para hydroxy benzoic acid.
31319501	Propyle parabens and sodium salt starting from para hydroxy benzoic acid.
3131960	Calcium gluconate
310126	Aluminium hydroxide gel".

## PART B – Information on Infrastructure Required

1. Extent of Land required  
(in Square Meters)

		<u>Existing</u>	<u>Proposed</u>
i)	a) Own	<input type="text"/>	<input type="text"/>
	b) IDCO Land	<input type="text"/>	<input type="text"/>
	c) Government Land	<input type="text"/>	<input type="text"/>
	d) Acquisition of Private Agricultural Land	<input type="text"/>	<input type="text"/>
	e) Acquisition of Private Industrial Land	<input type="text"/>	<input type="text"/>
	f) Land taken on Rent /Lease	<input type="text"/>	<input type="text"/>
	f) Ant Other category of Land (Forest Land, Schedule area etc. including unidentified land , please specify)	<input type="text"/>	<input type="text"/>
Total		<input type="text"/>	<input type="text"/>

\* In case of conversion of agricultural land for industrial purpose, is the applicant entitled for exemption of premium as per provision of IPR.

a) Built up Area	<input type="text"/>	<input type="text"/>
b) Open Area	<input type="text"/>	<input type="text"/>

2. Power (in KVA/ KW)

		<u>Existing</u>	<u>Proposed</u>
a) Source of Power	<input type="checkbox"/> Single phase – 1, <input type="checkbox"/> Three Phase - 2		
i) Electricity Company		<input type="text"/>	<input type="text"/>
ii) Others		<input type="text"/>	<input type="text"/>
iii) Own Generation		<input type="text"/>	<input type="text"/>
iv) DG Set		<input type="text"/>	<input type="text"/>
Total		<input type="text"/>	<input type="text"/>
b) In case of Electricity Company CR No. if addition to existing supply			
c) Purpose (Commercial/ Industrial/ water Supply / Temporary)			

3. Water

		<u>Existing</u>	<u>Proposed</u>
a) Requirement (in K. Ltrs per day)			
i) Industrial Use		<input type="text"/>	<input type="text"/>
ii) Domestic Use		<input type="text"/>	<input type="text"/>
iii) Others		<input type="text"/>	<input type="text"/>

Total														
b) Source of water supply	<u>Existing</u>							<u>Proposed</u>						
i)														
ii)														
iii)														
Total														

- c) Plot No. , Khata No. & Mouza (in case of ground water)
- d) Particulars of land ( f or laying of pipeline)

4. Communication

- a) Roadways to be used
- b)
  - i) Distance from Railhead (to be used)
  - ii) Details of Rail sidings (if required)
- c) Port to be used
- d) Airport to be used

5. Mines (if required)

Place:

Date:

Signature of Proprietor/ Managing Partner/  
 Managing Director/ Authorised Signatory in full  
 on behalf of M/s \_\_\_\_\_



**PART C**

(Additional particulars required by OSPCB to issue Consent for Establishment under Air and Water Act)

1. Particulars of human habitation within 500 mtrs. Of the factory (Pl. tick which ever is applicable) : Human Settlement / agriculture / highway / river, stream / forest / sanctuary / park / pond / lake / dam / estuary / sea / hills / mountain / industries.
2. Name of the raw-materials and chemicals used per month :

Sl. No.	Raw-materials / chemicals	Quantity used per month
1.		
2.		
3.		
4.		
5.		

3. Water requirement / treatment / disposal :

Sl. No	Purpose	Sources (River/well / groundwater / others)	Qty. / day	Waste Water		Treatment Planned	Point / place of final discharge (land / sewer / drain / surface water /soak pit)
				Type	Qty.(K L/day)		
1.	Mfg.						
2.	Process						
3.	Boiler feed						
4.	Cooling						
5.	Washing						
6.	Domestic						
	Others						
<u>TOTAL</u>							

4. Details of solid waste generated :

Sl. No.	Sources of generation	Qty. / day	Nature (lumps / granules/slurr/ sludge / dust)	Mode of disposal	Type of waste (organic / inorganic / ash/glass/metal etc.)
1.	Mfg. Process				
2.	Effluent treatment				
3.	Air pollution control device				
4.	Others				

5. Proposal for waste water re-circulation / re-use – type and quantity

6. Sources of air pollution and control measures proposed :

- i)
- ii)
- iii)

7. Fuel Consumption

Sl	Fuel consumption (Qty./day)	Coal	Diesel	Furnace Oil	Natural Gas	Others	Gas (Specify)
a)	Daily consumption						
b)	Calorific value						
c)	Ash content %						
d)	Sulphur content %						
e)	Other (Specify)						

8. No. of persons residing in the factory premises :

9. Details of STACK		S T A C K Nos.				
a)	Attached to	:	1	2	3	4
b)	Fuel type	:				
c)	Fuel quantity	:				
d)	Material of construction	:				
e)	Stack height	:				
	i) Above the roof (in mtrs.)	:				
	ii) Above the ground (in mtrs.)	:				
f)	Diameters / size, in meters	:				
g)	Gas quantity (m <sup>3</sup> / hr.)	:				
h)	Gas temperature (°C)	:				
i)	Exit gas velocity, m/sec.	:				

10. List of Reaction Vessels / Boilers / Furnace / Heating Chambers / Kiln etc.

Name	Nos.	Capacity	Stack height from Ground level (mtrs.)

12. No. of DG sets to be installed and individual capacity :

13. Other types of pollutions and control measures :

	Type	Control Measures
1.	Thermal	
2.	Odour	
3.	Radio active	

Place:

Date:

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

## PART D

(Additional particulars required by the Commercial Tax Dept. for issue of Regn. Nos. under Orissa Sales Tax (OST) / Central Sales Tax (CST) / Orissa Entry Tax (OET) / Orissa State Tax on Professions, Trades, Callings & Employments (OST P TC & E) Acts, and Enrolment No. under OST P TC & E Act.)

1. Registration under the Acts; Sections/ Rules (Put a tick mark whichever is applicable)

OST Act	U/S 9	U/S 9-A	U/S 9-C
OET Act	U/S 4		
OSPT & ET Act	U/S 4(1)/6(1) (For Registration)	U/S 5(1)/8(2) (For Enrolment)	For both

2. Particulars of all other places of Business / Sales outlets / Branches / Godowns / ware houses etc.

Sl. No.	Type of Business (Branches / godowns/ warehouses etc.)	Name & full address	Tel. No.	FAX	E-mail
a)					
B					

3. Particulars of bank accounts.

Sl. No.	Bank	Branch	Address	Account No.
a)				
b)				
c)				

4. Particulars of immovable properties owned by the dealer/ promoter (whether in Orissa or elsewhere in India). In case of Partnership, particulars in respect of all the partners should be furnished.

Description	Location	Nature and extent of proprietary right	Estimated Value

5. Particulars of maintenance of accounts :

- a) Language used : English / Oriya / Hindi/ Others (Please Specify)  
b) Accounting Year : Jan-Dec./ Apr.-Mar./Jul-Jun./ Any other period  
c) Periodicity of closure : Monthly / Quarterly / Half-yearly / Yearly

6. Particulars of registration certificates, if any, under the Orissa Sales Tax Act and the Central Sales Tax Act held by the dealer/ promoter or any partner or any of the member or any Director or any other person associated with business carried on by the dealer/ promoter

Sl No	Name of the dealer/ promoter	OST RC Number / CST RC Number	Date of Issue	Name of the Circle under which the dealer/ promoter is presently assessed	Name & Address of the Proprietor/ Partner/ Chairman/ Managing Director	Remarks
1.						
2.						
3.						
4.						
5.						
6.						

7. Registration if any made in the concerned Sales Tax Act of any other State of India (Reference No. to be given)

Sl. No.	Name of the dealer/ promoter	Name of the State where registered	Registration No.	Name of the Circle	Remarks
1	2	3	4	5	6

8. Sales Tax dues, if any, outstanding against the dealer/ promoter, or any partner, any member or any Director or any person associated with business carried on by the dealer/ promoter.

Year to which the dues relate	Whether under OST Act or CST Act	RC Number	Amount outstanding	Reasons for outstanding	Signature of the person against whom the dues are outstanding
1	2	3	4	5	6

9. The Gross Turnover of the business (including that at its branches) during the period not exceeding twelve months, commencing from \_\_\_\_\_ and ending on \_\_\_\_\_ is Rs. \_\_\_\_\_ (in case of application U/S 9 or U/S 9-A of the OST Act)
10. Details of the goods being dealt or proposed to be dealt in, which fall under any of the schedules under the OET Act, 1999.

Sl No	Description of Goods	Date of start of business in case of scheduled goods

11. Class of Employer. Put tick mark below the appropriate heading whichever is applicable. (For the purpose of OSPTC & ET Act)

Individual	Firm	Company	Corporation	Society	Club	Association
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12. Number of employees for which deduction of tax will be effected u/s 5 of the Act (For the purpose of OSPTC & ET Act)

Class of Persons	Rate of Tax	Number of Employees	Amount payable every month
Monthly Salaries/ Wages			
(i) Do not exceed Rs 5000/-			
(ii) Exceeds Rs. 5000/- but do not exceed Rs. 6000/-			
(iii) Exceeds Rs. 6000/- but do not exceed Rs.8000/-			
(iv) Exceeds Rs.8000/- but do not exceed Rs.10000/-			
(v) Exceeds Rs.10000/- but do not exceed Rs.15000/-			
(vi) Exceeds Rs.15000/- but do not exceed Rs.20000/-			
(vii) Exceeds Rs.20000/-			

13. Amount of tax payable by the applicant under OSTPTC & ET Act per annum Rs. \_\_\_\_\_ (If the applicant is himself an assessee under the OSTPTC & ET Act.)

14. Income Tax PAN No. of the dealer/ promoter and persons having interest in the business.

(a) PAN No. of the dealer/ promoter \_\_\_\_\_

(b) PAN No. of the persons having interest in the business

Sl No	Name	PAN No.

15. Name and address of the two reference :

Sl. No.	Name	Residential address	Phone	
			Office	Residence

Place:

Date:

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

**The Central Sales Tax (Registration & Turnover) Rules, 1957**

**FORM – A**

(See rule 3)

Application for registration under Section 7(1)/7(2) of the Central Sales Tax Act, 1956

To

I, \_\_\_\_\_ Son of \_\_\_\_\_ on behalf of  
the dealer carrying on the business known as \_\_\_\_\_ within the State of \_\_\_\_\_  
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. Status or relationship of the person who makes this :  
application (e.g., manager, partner, proprietor, director,  
officer-in-charge of the Government business).
3. Name of the principal place of the 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 the goods relating to the business are  
warehoused and address of every such warehouse.
6. List of the 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 any such place of business,  
particulars thereof should be given in details).

7.  The business is
- |                                 |                                 |                                 |
|---------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> Wholly |                                 | <input type="checkbox"/> Mainly |
| <input type="checkbox"/> Partly | <input type="checkbox"/> Partly | <input type="checkbox"/> Partly |

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Here enter the authority specified in the general or special order issued by the Central Government under section 7(1) of the Act.

Here enter the name and style under which the business is carried on

Here enter the name of the State in which the application for registration is made.

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 timing in  
force, of the dealer.
9. We are members of +
10. We keep our accounts in \_\_\_\_\_  
language and the script.
- \* Name(s) and address(es) of the proprietor of the :  
11. business / partners of the business / all person having  
any interest in the business together with their age,  
father's name, etc.

Sl. No.	Name in full	Father's / husband's 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

12. Business in respect of which this application is made, was first started on \_\_\_\_\_
13. The first sale in the course of inter-State trade was affected on \_\_\_\_\_
14. We observe the \*\* \_\_\_\_\_ calendar and for purposes of accounts our year runs from the (English date ) ++ \_\_\_\_\_ day of \_\_\_\_\_ (Indian date) \_\_\_\_\_ day of \_\_\_\_\_ to the (English date / India date) \_\_\_\_\_ day of \_\_\_\_\_.
15. We make up our accounts 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 –
- [resale \_\_\_\_\_]
  - use in the manufacture or processing of goods for sale \_\_\_\_\_
  - use in mining \_\_\_\_\_
  - use in the generation or distribution of electricity or any other form of power \_\_\_\_\_
  - use in the packing of goods for sale / resale \_\_\_\_\_
17. We manufacture. Process, or extract in mining the following classes of goods or generate or distribute the following form of power, namely : \_\_\_\_\_
18. The above statements are true to the best of my knowledge and belief.

Name of the applicant in full \_\_\_\_\_

Signature \_\_\_\_\_

Status in relation to the dealer \_\_\_\_\_

Date \_\_\_\_\_

Strike out portion or paragraph whichever is not applicable.

+ Here enter the name of the Chamber of Commerce, Trade Association or commercial body, of which the dealer is a member.

\* To be filled in if the applicant is not a company

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

\*\* Enter here English, Bengali, Fasli, Hijra, Marwari or other calendar followed

++ In filling of these entries dealers who do not observe the English calendar should give the dates accordingly to their own calendar and the corresponding date of the English calendar.

# Here name the goods or classes of goods against each category.

I. The words "incorporated under the Companies Act, 1956 (1 of 1956), or under any other law" were omitted by G.S.R. 26(E), dated 1.2.1974.

II. Subs. By G.S.R. 896, dated 23.9.1958.



**LIST OF CLEARANCE(S) UNDER COMBINED APPLICATION FORM FOR ESTABLISHMENT & ENCLOSURE(S) REQUIRED**

(Please indicate Y or N or NA in the box for 'Yes' or 'No' or 'Not Applicable' as the case may be against the respective clearances required)

**PROVISIONAL REGISTRATION**

1. Detail Project Report in case of investment in Plant & Machinery more than Rs.40 lakh and Project Profile for others.

**I D C O/ GOVERNMENT LAND**

1. Land documents like Registration / lease/ rent Deed (if existing)
2. Building plan drawn to scale indicating set backs.
3. Detailed Land Use Plan
4. Fees (if any).

**FACTORIES AND BOILERS**

1. Plans of factory buildings drawn to the scale [in duplicate] showing
  - ❖ Site of the factory
  - ❖ Immediate surrounding buildings, roads, drains, etc.
  - ❖ Elevation and necessary cross sections of various buildings, natural lighting, ventilation and means of escape in case of fire.
  - ❖ Position of the plant & machineries, aisles and passage ways.
2. A flow chart of manufacturing process with details
  - ❖ Chemicals used at various stages
  - ❖ Removal of dust, fumes, gases, trade wastes and effluents
3. In case of existing building, certificate of stability issued by a person possessing a degree in Civil or Structural Engineering.
4. DD no. \_\_\_\_\_ dtd. \_\_\_\_\_ for Rs. \_\_\_\_\_ issued by \_\_\_\_\_ Bank \_\_\_\_\_ drawn in favour of Director of Factories and Boilers in Orissa towards the plan approval fee (for fees structure, refer the Orissa Gazette Extra Ordinary No.357 dt.26.3.1998).

**POLLUTION CONTROL**

1. Land documents like Registration / lease/ rent Deed (if existing)
2. Layout map of factory building along with list of pollution control / monitoring equipments.
3. Project report indicating the proposed capital investment in Pollution Control Measures.
4. Site Plant / Location map / Lay-out plant showing the location of stacks (Chimneys), effluent treatment plant, effluent disposal area, air pollution control devices, hazardous waste treatment and disposal areas.
5. Flow chart of manufacturing of process for each product with quantity of emission / discharge of pollutants.
6. DD No. \_\_\_\_\_ dtd. \_\_\_\_\_ for Rs. \_\_\_\_\_ drawn on \_\_\_\_\_ in favour of OSPCB towards consent to establish fee under Water and Air Act separately.

**COMMERCIAL TAX**

1. Memorandum and Articles of Association and certificate of incorporation, partnership deed and registration certificate.
2. Purchase / leased / rental deed of the premises.
3. Attested true copies of documents in respect of immovable properties owned by the partners / owners.
4. PAN No.
5. Two copies of recent passport size photograph of the only applicant.
6. Two sheets containing specimen signature of the applicant duly attested by the Gazetted Officer (No photographs and specimen signature are required in case of Cost, societies and Co-op societies).
7. A DD / crossed cheque for Rs. \_\_\_\_\_ towards issue of Registration Certificates and Security Deposit.

**ELECTRICITY SUPPLY**

1. Site plan with proposed location details
2. Estimation for connection
3. Security Deposit based on load factor
4. Prescribed Form for execution of agreement with Division Officer of Electricity Supply Company duly signed by the authorized signatory of the unit

**WATER SUPPLY**

1. Lay-out drawing of the premises showing the holding / ward / plot no., point of connection, length and diameter of the pipe / sewer lines and position of fixtures, inspection chambers and existing sewer lines and manholes in indelible ink. This drawing should be signed by registered PHD contractor and the owner.
2. Update Municipal holding receipt.
3. Approved building drawings – in duplicate, attested by the authorized signatory of the unit (original should be produced for verification and return)
4. Record of Rights of land in Original to be produced for verification
5. Non-refundable fees for scrutiny of plan and supervision as per the chart.

**CLEARANCE FROM LOCAL DEVELOPMENT AUTHORITIES**

1. Site plan of the land (in duplicate) (refer Rule 527 of OMR 1953)
2. Building plan showing ground plan of each floor elevations and sections of the building signed by the architect / licenced builder / an engineer / a Surveyor (refer Rule 529 to 54f9 of OMR 1953).
3. Specification of work as specified in Appendix II of IMR 1953 (in duplicate)
4. A certificate from the Executive Officer / Director of Town Planning or other Officer as authorized stating that the building site is in accordance with development plan of the Municipality duly approved by the Council.

**CLEARANCE FROM LOCAL BODIES**

No additional document required

**CLEARANCE FROM JURISDICTIONAL FIRE OFFICER**

Building Plan indicating location of fire fighting equipment arrangements

**APPROVAL FOR TOURISM RELATED PROJECTS**

No additional document required

**APPROVAL FOR SETTING UP OF IT INDUSTRIES**

No additional document required

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

**PART E : SPECIAL CLEARANCES**

**SPECIAL CLEARANCES AS GIVEN BELOW, IF REQUIRED**

(Separate form in duplicate as available with Nodal Agency to be attached)

Clearance

1. Licence for storage of minerals
2. Licence for storage of explosives
3. Licence under Drug & Cosmetics
4. Licence for Compounding, Blending & Bottling of Foreign Liquor

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

SI No.

**ACKNOWLEDGEMENT**

Received the Combined Application Form No. ....from M/s  
..... in  
complete shape containing .....pages for obtaining for following clearances for establishment.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Place:

Date:

Authorised Representative of Nodal Agency  
For District / State level Authority.

# COMBINED APPLICATION FORM FOR OPERATION OF INDUSTRIES

(See Rule 3(2))

1. This format is to be used for submission to the State Government for Assistance to operate industries, under Industrial Facilitation Act, 2004 as amended from time to time.
2. The application should be submitted to the Secretariat for High Level Clearance Authority/ State Level Single Window Clearance Authority/ District Level Clearance Authority in duplicate along with a crossed demand draft for Rs. \_\_\_\_\_/- drawn in favour of the " \_\_\_\_\_", payable at the State Bank of India, \_\_\_\_\_ Branch, \_\_\_\_\_.

For Official Use only

Serial Number	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>
Date	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>
	Date	Month	Year			

1. Details of Bank Draft

Amount Rs.	<input style="width: 100%; height: 15px;" type="text"/>
Draft No.	<input style="width: 100%; height: 15px;" type="text"/>
Draft Date	<input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/>
	Date                  Month                  Year
Drawn on	_____ (Name of the Bank)
Payable at	

II. Name and Address for correspondence of the Promoter / Industrial Undertaking in full (BLOCK LETTERS)

Name of the Undertaking	<input style="width: 100%; height: 15px;" type="text"/>
Promoter	<input style="width: 100%; height: 15px;" type="text"/>
Area	<input style="width: 100%; height: 15px;" type="text"/>
Town	<input style="width: 100%; height: 15px;" type="text"/>
Tehsil / Taluk	<input style="width: 100%; height: 15px;" type="text"/>
District	<input style="width: 100%; height: 15px;" type="text"/>
State	<input style="width: 100%; height: 15px;" type="text"/>
PIN Code	<input style="width: 100%; height: 15px;" type="text"/>
Telephone	<input style="width: 100%; height: 15px;" type="text"/>
FAX	<input style="width: 100%; height: 15px;" type="text"/>
E-mail	<input style="width: 100%; height: 15px;" type="text"/>

III. Register of Companies Registration Number (if registered)

<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>	<input style="width: 20px; height: 15px;" type="text"/>
---	---	---	---	---	---	---	---	---	---

IV. Status of the Promoter / Industrial Undertaking

(1) Status of the Promoter / Industrial Undertaking (Please tick the appropriate box)

<input type="checkbox"/> Non-Resident Indian	<input type="checkbox"/> Proprietorship
--	---

- Women
- Schedule Caste
- Schedule Tribe
- Minority
- Partnership
- Private Limited Company
- Public Limited Company
- Others\*  
\* Please specify in a separate sheet

(2) Indicate whether this proposal is for (Please tick the appropriate box)

- Establishment of a New Undertaking
- Effecting Substantial Expansion
- Manufacture of New Articles
- Change of Location
- Change of Ownership / name of company
- Graduation to Medium Scale
- Others\*

\* Please specify in a separate sheet

(3) Whether the proposal is in lieu of any other Proposal already Acknowledged by any of the nodal agencies under the Act

Yes  No   
(If, Yes, indicate the previous reference number and date, attach the previous reference in original)

Reference NO. \_\_\_\_\_ Date \_\_\_\_\_

V. Location

Place / Town

Tehsil

District

State

PIN Code

VI. Scale/ Size Industrial Undertaking

- Small Scale Industries (Project Cost < Rs. 3 crores)
- Medium or Large (Project Cost > Rs. 3 crores but < Rs. 50 crores)
- Mega Industries (Project Cost > Rs. 50 crores)

(2) Please indicate whether the Location is

(a) Within 25 Km from the periphery of a City having Population above one million according to 1991 Census

Yes  No

(b) Located in an Industrial area / Industrial Estate Designated / Set up prior

Yes  No

VI. Item(s) of Manufacture : In case of more than one item supplementary sheets may be used. (Specimen of supplementary sheet is enclosed)

(1) Item of Manufacture\*

(a) National Industrial Classification of all Economic Activity (NIC), 1987 – NIC No.

(b) Item Description

(c) Annual Capacity

(d) Existing Capacity (if applicable)

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

(e) Total Capacity after Expansion

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

(f) Unit of Capacity

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

(2) Description of Activities to be Undertaken (if, no manufacturing envisaged)


(3) By-Products / Co-products

NIC No

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

Item Description


Annual capacity

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

Existing capacity, (if applicable)

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

Total Capacity after expansion

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

Unit of Capacity

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

NIC No

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

Item Description


Annual capacity

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

Existing capacity, (if applicable)

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

Total Capacity after expansion

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

Unit of Capacity

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

NIC No

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

Item Description


Annual capacity

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

Existing capacity, (if applicable)

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

Total Capacity after expansion

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

Unit of Capacity

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

\* Not to be filled if no manufacturing is envisaged

(4) Raw Material (including Components, Intermediates and Packing Materials) per annum

ITEM(S)	QUANTITY	UNIT	VALUE


VII. Whether the Item(s) of Manufacture / by-product / co-product is covered in Schedule I (Reserved for Public Sector), Schedule II (Under compulsory Licensing) or Schedule III (Reserved for manufacture in Small Scale Sector) of

Notification No.477(E) dated 25.7.1991/ as amended from time to time.

Schedule I	Schedule II	Schedule III
Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>

VIII. Investment

	Actual Investment											
(a) Land (for rented premises capitalised value of the same to be indicated)	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(b) Building	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(c) Plant & Machinery	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(i) Indigenous	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(ii) Imported	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(a) CIF Value	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(b) Landed Cost	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(iii) Total [(i) + (ii)(b)]	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(d) Working Capital	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(e) Others, if any	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
Total	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											

IX. Financing Pattern

	Actual (Amount in Rupees)											
Total Equity	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(i) Resident Indian	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(ii) Non Resident Indian	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(iii) Foreign	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
Total Borrowings	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(i) Public Financial Institution	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(ii) Public Borrowing	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
(iii) Other Sources	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											
Promoters' Contribution	<table border="1" style="width: 100%; height: 15px;"> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>											



(1) Whether Foreign Technology Agreement is obtained

(Please tick appropriate box)

Yes

No

(If yes, please indicate the details)

X. Extent of Land acquired  
(in Square Meters)

Actual

1. Own									
2. IDCO Land									
3. Government Land									
4. Agricultural Converted Land									
5. Rented									
6. Others, if any									
Total									
a) Built up Area									
b) Open Area									

XI. Power (in KVA/ KW)

1. Electricity Company									
2. Others									
3. Own Generation									
4. DG Set									
Total									

XII. Water Requirement  
(in K. Ltrs per day)

1. Industrial Use									
2. Domestic Use									
3. Others									
Total									

X. Employment

(a) Supervisory									
(b) Non - supervisory									
Total									

XI. Date of Commencement of Commercial Production

Date	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

DECLARATION

I/We hereby further declare that the above statements are true and correct to the best of my/our knowledge and belief.

Place:

Date:

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

SI No.

**ACKNOWLEDGEMENT**

Received the Combined Application Form No. ....from M/s  
..... in  
complete shape containing .....pages for obtaining for following clearances for operation.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Place:

Date:

Authorised Representative of Nodal Agency  
For District / State level Authority.

**SPECIMEN**  
Supplementary Sheet Referred to in Column VI

**VI. Item(s) of Manufacture**

(1) Item of Manufacture:

(a) Item Code (NIC No)

(b) Item Description


(c) Annual capacity

(f) Unit of Capacity

(2) By-Product/Co -Products:

NIC No

Item Description


Annual capacity

Unit of Capacity

NIC No

Item Description


Annual capacity

Unit of Capacity

**Place:**

**Date:**

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

\* To be filled wh erever applicable

## PART B

(Additional particulars required by OSPCB/ Dir. F & B to issue Consent for Operation under Air and Water Act / Boilers)

1. Particulars of human habitation within 500 mtrs. Of the factory (Pl. tick which ever is applicable) : Human Settlement / agriculture / highway / river, stream / forest / sanctuary / park / pond / lake / dam / estuary / sea / hills / mountain / industries.
2. Name of the raw-materials and chemicals used per month :

Sl. No.	Raw-materials / chemicals	Quantity used per month
1.		
2.		
3.		
4.		
5.		

3. Water requirement / treatment / disposal :

Sl. No	Purpose	Sources (River/well / groundwater / others)	Qty. / day	Waste Water		Treatment Planned	Point / place of final discharge (land / sewer / drain / surface water /soak pit)
				Type	Qty.(K L/day)		
1.	Mfg.						
2.	Process						
3.	Boiler feed						
4.	Cooling						
5.	Washing						
6.	Domestic						
	Others						
<u>TOTAL</u>							

4. Details of solid waste generated :

Sl. No	Sources of generation	Qty. / day	Nature (lumps /	Mode of	Type of waste (organic /

			granules/slurry / sludge / dust)	disposal	inorganic / ash/glass/metal etc.)
1.	Mfg. Process				
2.	Effluent treatment				
3.	Air pollution control device				
4.	Others				

4. Proposal for waste water re-circulation / re-use – type and quantity

5. Sources of air pollution and control measures proposed :

- i)
- ii)
- iii)

7. Fuel Consumption

Sl	Fuel consumption (Qty./day	Coal	Diesel	Furnace Oil	Natural Gas	Others	Gas (Specify)
a)	Daily consumption						
b)	Calorific value						
c)	Ash content %						
d)	Sulphur content %						
e)	Other (Specify)						

8. No. of persons residing in the factory premises :

9. Working season / operation : Whole year / Seasonal  
(Specify the period)

10.	Details of STACK	:	S T A C K Nos.			
a)	Attached to	:	1	2	3	4
b)	Fuel type	:				
c)	Fuel quantity	:				
d)	Material of construction	:				
e)	Stack height	:				
	i) Above the roof (in mtrs.)	:				
	ii) Above the ground (in mtrs.)	:				
f)	Diameters / size, in meters	:				
g)	Gas quantity (m <sup>3</sup> / hr.)	:				
h)	Gas temperature (°C)	:				
i)	Exit gas velocity, m/sec.	:				

11. List of Reaction Vessels / Boilers / Furnace / Heating Chambers / Kiln etc.

Name	Nos.	Capacity	Stack height from Ground level (mtrs.)

14. No. of DG sets to be installed and individual capacity :

15. Other types of pollutions and control measures :

	Type	Control Measures
1.	Thermal	
2.	Odour	
3.	Radio active	

Place:

Date:

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

**LIST OF CLEARANCE(S) UNDER COMBINED APPLICATION FORM FOR OPERATION & ENCLOSURE(S) REQUIRED**

(Please indicate Yes – Y or No – N the box)

**PERMANENT REGISTRATION CERTIFICATE**

1. Documents indicating date of power supply
2. Invoice for first purchase of raw materials
3. Documents indicating date of first investment
4. Attested copies of OST & CST registration certificate
5. Copy of Agreement with Power Supply Company

**FACTORIES AND BOILERS**

1. Plans of factory buildings drawn to the scale [in duplicate] showing
  - ❖ Site of the factory
  - ❖ Immediate surrounding buildings, roads, drains, etc.
  - ❖ Elevation and necessary cross sections of various buildings, natural lighting, ventilation and means of escape in case of fire.
  - ❖ Position of the plant & machineries, aisles and passage ways.
2. A flow chart of manufacturing process with details
  - ❖ Chemicals used at various stages
  - ❖ Removal of dust, fumes, gases, tradewastes and effluents
3. In case of existing building, certificate of stability issued by a person possessing a degree in Civil or Structural Engineering.
4. DD no. \_\_\_\_\_ dtd. \_\_\_\_\_ for Rs. \_\_\_\_\_ issued by \_\_\_\_\_ Bank \_\_\_\_\_ drawn in favour of Director of Factories and Boilers in Orissa towards the plan approval fee (for fees structure, refer the Orissa Gazette Extra Ordinary No.357 dt.26.3.1998.

**POLLUTION CONTROL**

1. Land documents like Registration / lease/ rent Deed (if existing)
2. Layout map of factory building along with list of pollution control / monitoring equipments.
3. Project report indicating the proposed capital investment in Pollution Control Measures.
4. Site Plant / Location map / Lay-out plant showing the location of stacks (Chimneys), effluent treatment plant, effluent disposal area, air pollution control devices, hazardous waste treatment and disposal areas.
5. Flow chart of manufacturing of process for each product with quantity of emission / discharge of pollutants.
6. DD No. \_\_\_\_\_ dtd. \_\_\_\_\_ for Rs. \_\_\_\_\_ drawn on \_\_\_\_\_ in favour of OSPCB towards consent to establish fee under Water and Air Act separately.

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

Schedule III

SI No. 

--	--

--	--	--	--

**Declaration of self certification to be filed along with  
Combined Application Form  
(See Rule 3(4))**

I .....S/o / D/o /  
W/o..... aged ..... residing at  
..... who is the  
(Designation) ..... of M/s .....  
hereby give the following undertaking:

**Entry Level**

1. Our firm/Company is proposing to set up a project at  
....., Village under ..... Block of  
.....District to manufacture/ to provide services as  
mentioned below.
  - i)
  - ii)
  - iii)
  - iv)
  - v)

2. We certify that the particulars furnished in the Combined Application Form are true, correct, and complete to the best of our knowledge and undertake to adhere to the declarations made there under. The firm/ company shall be made liable for penal action as proposed under rule \_\_\_\_\_ of the Act \_\_\_\_\_, if the particulars furnished are found to be false/ incorrect or incomplete and our failure to adhere to the declarations made.

**Implementation Level**

3. The firm / company hereby undertake to abide by the conditions specified in each of the clearance and our failure to comply with the requirements / conditions of clearances shall result in withdrawal / cancellation of the clearances and further, will make us liable for legal action as specified under the respective Act/ rules.

**Operation Level**

4. The firm / company hereby undertake to comply with all the provisions of applicable Act/ rules/ regulations to our industry.
5. Any loss to personal or public property caused due to wrong certification by the firm/ company shall be liable to be borne by the firm / company.

Place:

Date:

Signature of Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_



**Schedule IV**

**REGISTER OF APPLICATIONS**

(See Rule 5(2))

Sl	Name of the Industry & Location	Name of the promoter & detailed address	Items of product	Date of Receipt	Details of Clearances applied for	Expected date for grant of clearances	Signature on behalf of the promoter
1	2	3	4	5	6	7	8

Member Secretary of Nodal Agency  
For District / State level Authority.

**Schedule V**

**ACKNOWLEDGEMENT**

(See Rule 5(4))

Received the Combined Application Form No. ....from District / State level Single window Clearance Authority in complete shape containing .....pages for obtaining for according clearance(s) for establishment/ operation of M/s ..... on today.

Place:

Date:

Authorised representative of  
the Statutory Authority along with Official seal

## Schedule VI

### TIME LIMIT FOR PROCESSING AND DISPOSAL OF APPLICATION

(See Rule 5(5))

Sl	Item	Time limit prescribed
1.	Issue of Provisional Registration Certificate	- 7 days
2.	Assurance for land (IDCO)	- 30 days
3.	Allotment of land by Government	- 65 days
4.	Permission of land conversion for industrial use	- 60 days
5.	NOC from local bodies	- 30 days
6.	Approval of Panchayat concerned	- 30 days
7.	Approval from Town Planning Organisation	- 30 days
8.	Consent operate Industry from pollution board	- 120 days
9.	Consent to set up industry – Air & Water	- Category A – 120 days Category B – 60 days Category C – 30 days
10.		
11.	Issuing Hazardous Waste Management Authorisation	- 30 days
12.	Issuing Bio-medical Waste Management Authorisation	- 30 days
13.	Issuing Municipal Solid Waste Management Authorisation	- 30 days
14.	Issue of feasibility report from Electricity Authority	- 60 days
15.	Approval for installation of Boilers	- 30 days
16.	Consent to set up industry	- 30 days
17.	Provisional Registration under OST Act	- 30 days
18.	Permanent Registration under OST Act	- 7 days
19.	License under Drug & Cosmetics Act	- 30 days
20.	Approval from Tourism Department	- 30 days
21.	License to set up industry under Excise Department	- 30 days
22.	Storage permission/ NOC from District Magistrate	- 30 days
23.	Letter of Approval to setup IT Industries	- 7 days

**Schedule VII**

**SHOW CAUSE NOTICE FOR DEEMED APPROVAL**

(See Rule 7(1))

The final orders in respect of following applications, as detailed below, submitted to the statutory authority on date mentioned against each have not been received within the stipulated dated as at schedule VI.

It is requested to indicated the reasons as to why the deemed approval as per Section 11 of the Act shall not be issued in favour of the concerned industry.

Sl No	Name of the Unit	Form No	Type of clearance	Designation of Statutory Authority	Date of Submission	Date as per stipulation in Schedule IV / revised by the Competent Authority

Place:

Date:

Name & Designation of the  
Competent Authority along with seal

**Schedule VIII**

**PROVISION FOR COMMUNICATION OF ORDERS OF  
DISTRICT LEVEL SINGLE WINDOW CLEARANCE AUTHORITY**

(See Rule 7(3))

To

\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_.

Sub: Approval / rejection of proposal

The proposal received vide serial No. .... for manufacturing / rendering services, as indicated below, has been approved / rejected (reasons for rejection to be indicated) by the District Level Single Window Clearance Authority.

Sl	Items of Products / Services	Quantity	Value

(To be filled in for rejected cases)

Reasons for rejection

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

Place:

Date:

Signature of the Competent Authority  
along with official seal

Name .....

Designation.....

**Schedule IX**

**PROVISION FOR COMMUNICATION OF ORDERS OF  
STATE LEVEL SINGLE WINDOW CLEARANCE AUTHORITY**

(See Rule 7(3))

To

\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_.

Sub: Approval / rejection of proposal

The proposal received vide serial No. .... for manufacturing / rendering services, as indicated below, has been approved / rejected (reasons for rejection to be indicated) by the State Level Single Window Clearance Authority.

Sl	Items of Products / Services	Quantity	Value

(To be filled in for rejected cases)

Reasons for rejection

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

Place:

Date:

Signature of the Competent Authority  
along with official seal

Name .....

Designation.....

**Schedule X**

**REFERRAL CASES OF DISTRICT LEVEL SINGLE WINDOW CLEARANCE AUTHORITY  
(See Rule 9(2))**

To

The Chairman,  
State Level Single Window Clearance Authority

Sub: Referral cases of District Level Single Window Clearance Authority, \_\_\_\_\_.(District Name)

Sir

I am to forward herewith the list of applications either rejected or approved with modification during its sitting on \_\_\_\_\_(Date) along with the reasons thereof for the kind reference of the State Level Authority.

Sl	Serial No. of the Application	Name & Address of the project	Whether Rejected / Modified (details of modification)	Reasons for Rejection/ Modification
1				
2				
3				

Yours faithfully,

Place:

Date:

Chairman,  
District Level Single Window Clearance Authority,  
\_\_\_\_\_.(District Name)

**REFERRAL CASES OF STATE LEVEL SINGLE WINDOW CLEARANCE AUTHORITY  
(See Rule 9(3))**

To

The Chairman,  
High Level Single Window Clearance Authority

Sub: Referral cases of State Level Single Window Clearance Authority.

Sir

I am to forward herewith the list of applications either rejected or approved with modification during its sitting on \_\_\_\_\_(Date) along with the reasons thereof for the kind reference of the High Level Authority.

Sl	Serial No. of the Application	Name & Address of the project	Whether Rejected / or Modified (details of modification)	Reasons for Rejection/ Modification
1				
2				
3				

Besides, the details of typical cases referred by District Level Authority are also given in the following format for your kind reference.

Sl	Serial No. of the Application	Name of the District	Name & Address of the project	Whether Rejected / or Modified (details of modification)	Reasons for Rejection/ Modification
1					
2					
3					

Yours faithfully,

Place:  
Date:

Chairman,  
State Level Single Window Clearance Authority,

## Form for Communication from Statutory Authority to Competent Authority

To

The Chairman,  
District/ State/ High Level Single Window Clearance Authority

Sub: Clearance in respect of M/s \_\_\_\_\_ (Name of the unit) for  
\_\_\_\_\_ (type of Clearance).

Sir

I am to forward herewith the list of applications either rejected or approved with modification during its sitting on \_\_\_\_\_ (Date) along with the reasons thereof for your kind reference.

Sl	Serial No. of the Application	Name & Address of the project	Whether clearance accorded/ Rejected / or Modified (details of modification)	Reasons for Rejection/ Modification, if any
1				
2				
3				

Yours faithfully,

Place:

Date:

Signature of Authorised person  
of the Statutory Authority along with office seal ,



Format for on-line status of the clearances

Sl	Type of Clearance	Date of submission of Application	Date of receipt by Statutory Authority (Within 3 days)	Present Status				Letter No. & date of communication to the Promoter
				Date of seeking additional information by Statutory Authority, if any	Last date for according Clearance	Date of		
						Approval	Deemed Approval	
1								
2								
3								
4								
5								
6								
7								

Note: These information will be available to promoters or his/her authorised representative in Government web-site on request with serial number of application and additional password allotted by the nodal agencies at the time of receipt of application.

Form for appeal to Appellate Authority

To

The Chairman,  
High Level Authority/ State Level Single Window Clearance Authority.

Sub: Appeal against the decision of \*District Level Single Window Clearance Authority, \_\_\_\_\_ (district name)/ State Level Single Window Clearance Authority in respect of M/s \_\_\_\_\_ (unit/ company name)

Sir,

The application of M/s \_\_\_\_\_ (unit/ company name) bearing serial No. \_\_\_\_\_ has been \*rejected/approved with modification by \*District Level Single Window Clearance Authority, \_\_\_\_\_(district name)/ State Level Single Window Clearance Authority vide its letter No. \_\_\_\_\_ dated \_\_\_\_\_ (Copy enclosed).

In this connection, a brief note on compliance to the objection along with a copy of the application is enclosed herewith for kind consideration of the Appellate Authority.

Yours sincerely,

Signature of \*Proprietor/ Managing Partner/  
Managing Director/ Authorised Signatory in full  
on behalf of M/s \_\_\_\_\_

\* Strike off if not applicable

Form for communication by Appellate Authority

To

M/s \_\_\_\_\_  
(Name & address of the unit / company)

Ref: Serial Number of the application \_\_ \_\_\_\_\_

The application dated \_\_\_\_\_ submitted by you for reconsideration has been \*approved / approved with modification/ rejected by the \*High Level Authority / State Level Single Window Clearance Authority as indicated below.

Sl No	Reasons indicated by the lower Authority for *rejecting / approving with modification	Observation of the Appellate Authority	Whether *approved / approved with modification/ rejected
1.			
2.			
3.			

Signature of the Competent Authority  
with official seal

Memo No. \_\_\_\_\_ dated \_\_\_\_\_

Copy to Chairman, \*District Level Single Window Clearance Authority, \_\_\_\_\_ (concerned district) / State Level Single Window Clearance Authority for information and necessary action.

Signature of the Competent Authority  
with official seal

\* Strike off if not applicable