

PART-B
ESTABLISHMENT PERMISSIONS

B	ESTABLISHMENT PERMISSIONS	PERMISSION REQUIRED YES OR NO
1	DIC-Acknowledgement Part-I(For MSME) (The MSMED Act-2006) & Acknowledgement Letter(For Non-MSME/LSI Units)	
2	POWER-Temporary Electrical Connection for trail of Plant/M/C & Allied activity (Also prior to CP if required) (JERC Guidelines) POWER-Power sanction for actual release (5A-DN) & POWER-Actual Power release-Final (JERC Guidelines)	
3	TAX ST/VAT-Registration(Original Place and /or Additional Place)-Final (The Value added Tax Regulation-2005)	
4	ENVIRONMENT PCC-Consent to Establish Unit & DG (The Water Act-1974 & The Air Act-1981 & Rules there under)	
5	CIF&B-Factory License/Boiler (The Factories Act-1948)	
6	PRODUCT SPECIFIC-Drug license-Final (The Drug & Cosmetic Act)	PLAESE SEE PART-D
7	PRODUCT SPECIFIC-Cosmetic license-Final (The Drug & Cosmetic Act)	PLAESE SEE PART-D
8	PRODUCTS SPECIFIC-Food license-(The FDA Act)	PLAESE SEE PART-D
9	PRODUCT SPECIFIC-NOC for Forest-wood based industry-Final	PLAESE SEE PART-D
10	PRODUCT SPECIFIC-NOC under Plastic Waste(Management & Handling Act-2011)	PLAESE SEE PART-D

AMENDED FORMAT FOR THE ENTREPRENEURS' MEMORANDUM UNDER THE
MSMED ACT 2006 AFTER INCLUSION OF THE AMENDMENTS VIDE NOTIFICATION
NO. S.O.941(E) DATED 07.6.2007 AND NOTIFICATION NO. S.O.200(E) DATED 16.1.2009.

Schedule I

Form No. -----

**Entrepreneurs Memorandum
For
Setting Up Micro, Small or Medium Enterprise**

GENERAL INSTRUCTIONS

1. MEMORANDUM IS TO BE FILED WITH THE DISTRICT INDUSTRIES CENTRE*, BY A MICRO, SMALL OR MEDIUM ENTERPRISE, AS THE CASE MAY BE, UNDER SUB-SECTION (1) OF SECTION 8 OF THE MICRO, SMALL & MEDIUM ENTERPRISES DEVELOPMENT (MSMED) ACT, 2006.
2. THREE COPIES OF MEMORANDUM FOR MICRO AND SMALL ENTERPRISES AND FOUR COPIES FOR MEDIUM ENTERPRISES SHOULD BE FILED.
3. THERE IS NO FEE FOR PROCESSING THE MEMORANDUM.
4. EXISTING UNITS SHOULD FILL UP ONLY PART II OF THE MEMORANDUM.
5. IN CASE OF ANY CHANGE IN THE INFORMATION, AT ANY POINT OF TIME, PLEASE INFORM THE DETAILS WITHIN THREE MONTH TO DIC.
6. WRITE / TYPE IN BLOCK (CAPITAL) LETTERS
7. LEAVE ONE BLANK BOX AFTER EACH WORD.
8. FILL UP WHICHEVER IS APPLICABLE.
9. ALL CODES OTHER THAN PIN CODE SHALL BE FILLED BY THE OFFICE.
10. FORM WILL BE MACHINE NUMBERED BY THE DISTRICT INDUSTRIES CENTRE.

* To be filed at the DIC under whose jurisdiction the enterprise is proposed to be located.

Form No. -----

FOR OFFICE USE ONLY

DATE OF ISSUE

D	.	D	M	M	Y	Y	Y	Y

NATURE OF ACTIVITY

(MANUFACTURING-1, SERVICE-2)

☐

CATEGORY OF ENTERPRISE

(MICRO-1, SMALL -2, MEDIUM - 3)

☐

ENTREPRENEURS MEMORANDUM NUMBER

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

2

Form No. -----

(To be filled in as expression of intent)

[illegible][illegible][illegible][illegible]

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

[illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible]

3. NAME OF PROPOSED ENTERPRISE (if decided)

[illegible]

4. PROPOSED LOCATION OF ENTERPRISE

(i) VILLAGE / TOWN

[illegible]

CODE

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

(ii) TEHSIL / TALUK /
MANDAL[illegible]

CODE

--	--	--	--

(iii) DISTRICT

[illegible]

CODE

--	--	--	--

(iv) STATE

[illegible]

CODE

--	--

(v) PIN CODE

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

(vi) AREA ; (RURAL -1 , URBAN -2)

9

5. CATEGORY OF ENTERPRISE
(MICRO-1, SMALL -2, MEDIUM - 3)

7

6. NATURE OF ACTIVITY [Tick Appropriate Box(es)]

(i) MANUFACTURE

1

(ii) SERVICE

□

7. NATURE OF OPERATION
(Perennial-1, Seasonal-2, Casual-3)

7

8. WHETHER THE UNIT WILL BE AN ANCILLARY
(Yes-1, No-2)

7

9. PROPOSED SCHEDULE OF INSTALLATION OF PLANT & MACHINERY

M	M	Y	Y	Y	Y

10. TYPE OF ORGANIZATION

(PROPRIETARY-1, HUF-2, PARTNERSHIP-3, CO-OPERATIVE-4, PVT. LTD. COMPANY -5, PUBLIC LIMITED COMPANY-6, SELF-HELP GROUP-7, OTHERS-8)

7

11. (a) MAIN MANUFACTURING/SERVICE ACTIVITY.

[illegible]

CODE (NIC 98*)					
----------------	--	--	--	--	--

(b) PRODUCTS TO BE MANUFACTURED/SERVICE TO BE PROVIDED.

[illegible]

CODE (ASICC2000*)					
-------------------	--	--	--	--	--

[illegible]

CODE (ASIC2000*)

--	--	--	--	--

[illegible]

CODE (ASICCC2000*)

--	--	--	--	--

(iv) NAME

CODE (ASICC2000*)

--	--	--	--	--

(v) NAME

										.									
--	--	--	--	--	--	--	--	--	--	---	--	--	--	--	--	--	--	--	--

CODE (ASICC2000*) □ □ □ □

(*) Codes for activities and products/services as per classification specified from time to time by the office of the Development Commissioner (Small Scale Industries), to be filled in by District Industries Centre or the office where the Entrepreneurs' Memorandum is to be submitted.

(ADD ADDITIONAL SHEET FOR MORE PRODUCTS)

12. (a) PROPOSED INVESTMENT IN FIXED ASSETS [Rupees lakh]

(i) LAND (OWNED-01/RENTED-02/ LEASED-03)	
--	--

APPROXIMATE VALUE*				
--------------------	--	--	--	--

(ii)	BUILDING (OWNED-01/RENTED-02/ LEASED-03)	
------	---	--

APPROXIMATE VALUE*				
--------------------	--	--	--	--

(iii)	PLANT & MACHINERY	VALUE*				
	(In case of manufacturing enterprise)					

(iv) EQUIPMENT (In case of service enterprise)	VALUE*				

(v)	FOREIGN EQUITY, IF ANY	VALUE*				
-----	------------------------	--------	--	--	--	--

[* The value in the boxes should be filled from right side e.g. if the value is Rs.10 lakh it should be

		1	0
--	--	---	---

written as. This will also apply to all other items (rows) where quantity, number, etc., to be given]

13. INSTALLED CAPACITY (proposed) PER ANNUM

(i) PLANT A

	QTY	UNIT
PRODUCT.....	<input type="text"/>	<input type="text"/>
PRODUCT.....	<input type="text"/>	<input type="text"/>
PRODUCT.....	<input type="text"/>	<input type="text"/>
PRODUCT.....	<input type="text"/>	<input type="text"/>

(ii) PLANT B

	QTY	UNIT
PRODUCT.....	<input type="text"/>	<input type="text"/>
PRODUCT.....	<input type="text"/>	<input type="text"/>
PRODUCT.....	<input type="text"/>	<input type="text"/>
PRODUCT.....	<input type="text"/>	<input type="text"/>

14. POWER LOAD (ANTICIPATED) H.P / K.W.

15. (a) (i) OTHER SOURCE OF ENERGY/POWER
[IF REQUIRED]

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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(NO POWER NEEDED -1, COAL-2, OIL-3, LPG-4, ELECTRICITY FROM GRID-5, ELECTRICITY FROM GENERATOR- 6, NON-CONVENTIONAL ENERGY -7, TRADITIONAL ENERGY / FIREWOOD-8)

(ii) If no power required, specify reasons;

(b) INDICATE ANNUAL REQUIREMENT
SOURCE OF ENERGY

	QTY	UNIT
.....	<input type="text"/>	<input type="text"/>
.....	<input type="text"/>	<input type="text"/>
.....	<input type="text"/>	<input type="text"/>

16. EXPECTED EMPLOYMENT

(i) MANAGEMENT & OFFICE STAFF

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

(ii) SUPERVISORY

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

(iii) WORKERS

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

17. ENTREPRENEURS' PROFILE (OF ALL PARTNERS/DIRECTORS OF THE ORGANISATION-USE SEPARATE SHEETS, IF NEEDED)

(a) NAME

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(i) MALE (M) / FEMALE (F)

☐

(ii) SC (1) / ST (2) / OBC (3) / OTHERS (4)
PHYSICALLY CHALLENGED (5)

☐

(iii) KNOWLEDGE LEVEL

☐

[TECHNICAL GRADUATE- 1, MANAGEMENT GRADUATE-2,
POST GRADUATE-3, OTHER GRADUATE-4, UNDERGRADUATE-5,
ANY OTHER LOWER-6]

(iv) EQUITY PARTICIPATION (in Rupee.)

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

(Percentage of total equity)

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(v) STAKE IN OTHER MANUFACTURING ENTERPRISES
(Yes-1, No-2)

☐

[ADD ADDITIONAL SHEET, IF NEEDED]

18. EXPECTED SCHEDULE OF COMMENCEMENT OF PRODUCTION / ACTIVITY

M	M	Y	Y	Y	Y

DATE:
PLACE:

[SIGNATURE OF THE APPLICANT /AUTHORISED PERSON]

NAME OF THE PROPRIETOR/PARTNER/ MANAGING DIRECTOR

- (a) Enclose a self-certified copy of Power of Attorney/Board Resolution/Society Resolution, wherever applicable, while signing as Partner/Managing Director or Authorised Person.
(b) Enclose a certified/notarized copy of the Partnership Deed/Memorandum of Association/Articles of Association in case of Medium Enterprises.

Undertaking

This is to certify that the information furnished in the memorandum in FORM NO. is true and correct to the best of my knowledge and belief.

DATE:
PLACE:

[SIGNATURE OF THE APPLICANT /AUTHORISED PERSON]

DNH POWER DISTRIBUTION CORPORATION LTD.
(A GOVERNMENT UNDERTAKING)
DADRA & NAGAR HAVELI, SILVASSA

Annexure - C

2.

Office Use only		Registration Number			
		Date of Receipt			
Name of Subscriber		Application Number			
		Date of Receipt			

APPLICATION FORM FOR EHT/HT ELECTRICITY CONNECTION

Notes: Underdog entries are requested to fill this form in full, clearly and legibly. Fill and sign with data before submitting to the department. Please strike out words or clauses which are not applicable.

To:
The Executive Engineer,
DNH Power Distribution Corporation Ltd.,
Dadra & Nagar Haveli, Silvassa.

Dear Sir,
I/we intend to avail Low Tension Power supply for the purpose as stated below. Accordingly an application in this form and Annexure is submitted for recording and sanction of the same, subject to the conditions:

Category of Electric Supply (Tick as Applicable)	Domestic	Residential	Commercial/Industrial	Public	Others	Area Report, passport size photograph and signature
	Industrial	Hotel	Marginal	Agribusiness	Other	
	Street Lighting	Agriculture/Farming				
Kind of Work: Extension of Line		Reduction of Load		Replacement		Change of Category
Demand Details		Load applied for (in KVA)	N/A	Contract demand of		KVA
Supply Voltage at which connection is required		11 KV		66 KV	220 KV	
Applicant's Name		Full Name				
		Mobile No.				
3. Name & Address of						
4. Occupied Residences						
5. Address at which supply is required						
Flat No./Building Name						
Sector/Street/Village						
Land Mark						
City						
Pin Code						
Phone Number						
Land Use No.						
Mobile No.						
E-mail Address						
6. Permanent Address						
phone No.						
Mobile No.						
7. Registered Office Address						
phone No.						
Mobile No.						
8. Self Attested Copy of any one Document Attached (please tick)						
Passport						
Driving License						
Identity Card						
Election ID						
Photo Detail Card						
Pan Card						
Pension Payment order						
Freedom Fighter Pass						
Arms License						
BAC Control ID Card						
9. Proof of Ownership: Self Attested copy related document (please tick) and Proof of Occupancy: Attested copy of						
Registered Sale Deed						
Registered partition Deed						
Registered Succession Certificate						
Registered Mortgagor Certificate						
Registered Will						
Occupancy Certificate						
Registered Power of Attorney						
Latest Rent Receipt						
Lease Deed						
Rent Agreement						
Certificate of residence issued by Area Committee in case of rural under MC along with lay out plan						
Certificate of residence issued by Tansator & Patwar in case of rural areas not under MC along with lay out plan						
Issued by Authorized Town Planning Authority						
A statement dated by owner						
Land Revenue receipt in case of agricultural irrigation pump set						
Prescription letter						

9. In case of tenant, permission of Landlord with proof of ownership of premises alongwith landlord's full name & address be attached (please tick)			
10. In case of partnership firm, partnership deed and authorization, article of association in the name of the applicant, be attached (please tick)			
11. In case of public/private Ltd firm, memorandum, article of association, certificate of incorporation and authorization in the name of the applicant be attached (please tick)			
12. In case of Cooperative Group Housing Society, certified copy the registration of the cooperative Group Housing Society be attached (please tick)			
13. Existing A/C No. for reconnection, extension/alteration in load or change of name.			
14. Details of any other existing connection in the name of applicant at any other premises in DNH.		Category	
		A/C No.	
		Address	
15. Details of any other connections in the same premises, if any.		Category	
		A/C No.	
		Address	
16. Details of any other disconnected electricity connection in the name of applicant anywhere in DNH.		Date of disconnection	
		Category	
		A/C No.	
		Address	
17. The wiring carried out verified by the following Licensed Electrical Contractor.			
Name			
Address			
Phone No./Landline No.		Mobile Number	
Email			
Working Authority			
License No.		Valid Upto	
18. Mention your system to protect the meter, MCB/CE & associated equipments by the applicant (Yes/No)			
		Yes	No
19. Mention your system to bear the cost of service line and extensions by the applicant (Yes/No)			
		Yes	No
20. Installation Test Report along with List of Machinery be attached (Please tick)			
		Yes	No
Billing & Collection			
21. Do you prefer to receive a copy of bill/payment reminder/important messages through email/sms			
		Yes	No
22. If yes, have you mentioned your email address/ Mobile Number at Sr. no. 4 above.			
		Yes	No
23. Preferred Mode of dispatch of bills (Ordinary Post/Registered Post)			
		Ordinary Post	Registered Post
24. If through registered post, then the expense of such delivery of bill shall be recovered from you. Accordingly have you submitted the written request			
		Yes	No
25. Declaration / Undertaking			
(a) I have read and agreed to the rules/conditions above and make following undertakings/undertaking:			
(b) To abide by the provisions of Electricity Act 2003 and Joint Electricity Commission (JEEC) for the State of Goa and Union Territories (Electricity Supply Code and other conditions of supply) as amended from time to time.			
(c) To pay for the supply of electricity based on the prevailing tariff rates of DNH Electricity Department.			
(d) To pay for all other proper charges as become due in accordance with the above regulations and approved schedule of charges of DNH Electricity Department.			
(e) To deposit such security as DNH Electricity Department may be enabled to require from me under the above act and regulations in case of any fraudulent document submitted by me; I shall be solely and exclusively responsible for the criminal proceedings or any court proceedings initiated and DNH Electricity Department and my employed staff, shall not be responsible for the same.			
(f) It is also undertaken that the above information is correct and in case, I/we violate any undertaking/instructions or any other information is found to be false at any stage, My/our electric connection may not be reconnected and if reconnected, it may be disconnected without any notice and all charges deposited by me/us be forfeited.			
<div style="display: flex; justify-content: space-between;"> <div> Date: _____ Signature of the officer/officials verifying the correctness of the application: Name: _____ Date: _____ </div> <div> Signature of Applicant: Name: _____ </div> </div>			
In case of single phase domestic and on domestic consumers, the application from itself shall be treated as agreement.			

25 Declaraation / Undertaking

- a) I have read and agreed to the notice/conditions above and make following declaration/ undertaking.-
- b) To abide by the provisions of Electricity Act 2003 and Joint Electricity Regulatory Commission (JERC) for the State of Goa and Union Territories(Electricity)Supply Code and other condition of supply as amended from time to time.
- c) To pay for the supply of electricity based on the prevalling tariff rates of Daman and Diu Electricity Department.
- d) To pay for all other proper charges as become due in accordance with the above regulations and approved schedule of charges of DD Electricity Department.
- e) To deposit such security as Daman and Diu Electricity Department, may be entitled to required from me under the above act and regulations.
- f) In case of any fraudulent document submitted by me , I shall be solely and exclusively responsible for the criminal proceedings or any court proceedings initiated and Daman and Diu Electricity Department and any employed thereof, shall not be responsible for the same.
- g) It is also undertake that the above information is correct and in case. I/we violate any undertaking/ instructions or any other information is found to be false at any stage. My/our electric connection may not be released and if released, it may be disconnected without any notice and all charges deposited by me/us be forfeited.

Date. _____

Signature of Applicant.

Name.-

Signature of the Officer/Officials verifying the correctness of the application

Name.- _____

Dated.- _____

In case of single phase domestic and non domestic consumers, the application from itself shall be treated as agreement.

3.VAT-ST/VAT-REGISTRATION (ORIGINAL PLACE AND/OR ADDITIONAL PLACE).

Department of Value Added Tax

Form DVAT 04

(See Rule 12 of the Dadra and Nagar Haveli Value Added Tax Rules, 2005)

Application for Registration Under Dadra and Nagar Haveli Value Added Tax Regulation, 2005

ACK NO			
Checklist of Supporting Documents			
Mandatory Supporting Documents			
Annexures of the form duly filled in (in case any of the annexures is not applicable, please mention the same)			
Proof of incorporation of the applicant dealer i.e. copy of deed of constitution (partnership deed (if any), certificate of registration under the societies act, trust deed, memorandum and articles of association etc) duly certified by the authorized signatory			
Proof of identity of authorized signatory signing the registration application form			
Two self addressed envelopes (without stamps)			
In case of a dealer applying for registration and simultaneously opting for payment of tax under composition scheme, please attach application in form dvat 01 along with this application			
Proof of security			
Optional supporting documents (for reduction in security amount)			
Proof of ownership of principle place of business			
Proof of ownership of residential property by proprietor/ managing partner			
Copy of passport of proprietor/ managing partner			
Copy of permanent account number in the name of the business allotted by the income tax department			
Copy of last electricity bill (the bill should be in the name of the business and for the address specified as the main place of business in the registration form)			
Copy of last telephone bill (the bill should be in the name of the business and for the address specified as the main place of business in the registration form)			
Reasons for rejection (for office use only)			
Not attached mandatory supporting document(s)			
Other			
1	FULL NAME OF APPLICANT DEALER	Dealer Name	
2	TRADE NAME (IF ANY)	Trade Name	
3	NATURE OF BUSINESS	Trader	
4	CONSTITUTION OF BUSINESS	Private Limited Company	
5	Type of Registration.	VOLUNTARY	
5A	OPTING FOR COMPOSITION SCHEME UNDER	NO	

	SECTION 16(2) OF THE REGULATION? TICK <input type="checkbox"/> ONE			
6	ANNUAL TURNOVER CATEGORY		Turnover . Less than Rs. 5 Lack	
	(A) TURNOVER IN PRECEDING FINANCIAL YEAR RS.		0/-	
	(B) EXPECTED TURNOVER IN THE CURRENT FINANCIAL YEAR RS.		5,00,000/-	
7	Date from which liable for registration under Dadra and Nagar Haveli Value Added Tax Regulation, 2005		12/03/2014	
8	Permanent Account Number of the applicant Dealer (PAN) ,			
9	Registration number under Central Excise Act (If applicable)			
10	Principle Place of Business ,			
	Telephone No. Fax No. Email Address Mobile			
11	Address for service of notice ,			
12	Number of additional places of business within or outside the state ,			
	GODOWN / WAREHOUSE		0	
	FACTORY		0	
	SHOP		0	
	OTHER PLACE(S) OF BUSINESS		0	
13	DETAILS OF MAIN BANK ACCOUNT			
	Bank Code NIL	Bank Name NIL	Branch NIL	Account No. NIL
				Account Type NIL
14	DETAILS OF INVESTMENT IN THE BUSINESS			
	OWN CAPITAL (RS.)		0/-	
	LOANS FROM BANKS (RS.)		0/-	
	OTHER LOANS AND BORROWINGS (RS.)		0/-	
	PLANT & MACHINERY (RS.)		0/-	
	LAND & BUILDING (RS.)		0/-	
	OTHER ASSETS & INVESTMENTS (RS.)		0/-	
15	DESCRIPTION OF TOP 5 ITEMS YOU DEAL OR PROPOSE TO DEAL IN			
	Commodity		Commodity Description	
	CST Commodities ,			
	Commodity	Commodity Description	Sub Category	Amended Date
	NIL	NIL	NIL	NIL

16	Accounting Basis	Actual
17	Frequency of filing of returns (to be filled in by the dealer whose turnover is less than Rs. 5 crores in the preceeding year)	Quarterly
18	Security	
	(A) Amount of Security (Rs)	50,000/-
	(B) Type of Security	FIXED DEPOSIT
	(C) Date of Expiry of Security	03/03/2019
19	Number of Personal having interest in business ,	1
20	Number of Managers ,	0
21	Number of Authorised Signatories ,	1
22	Name of Manager ,	
23	Name of Authorised Signatory ,	

Verification

I/we _____ hereby solemnly affirm and declare That the information given hereinabove is true and correct to the best of my/our knowledge and belief and nothing has been concealed there from. Signature of Authorised Signatory ,

Signature of Authorised Signatory _____

Full name _____

Date , _____

VAT-ST/VAT-REGISTRATION (ORIGINAL PLACE AND/OR ADDITIONAL PLACE) FORM

Form DVAT 04 , Annexure – I	
Particulars of Person (Proprietor / Karta / Partners / Directors in the Business / Members of Executive Committee of societies, clubs etc.) having interest in the Business	
TIN , _____	

Photo	Name of the Applicant	Father's Name / Husband's Name	Address	Telephone	Date of Birth

Form DVAT 04 , Annexure – II
Details of additional places business

Name of Applicant	Address	Village / Town	District	PIN Code	Tel No.
NIL	NIL	NIL	NIL	NIL	NIL

Form DVAT 04 , Annexure – III
Particulars of authorized signatory

TIN ,

Photo	Name of the Authorised Signatory	Father's Name	Address	Telephone	Date of Birth

The Central Sales Tax (Registration & Turnover)

Rules 1957

Form – A

Application for New Registration

(See Rule – 3)

ACK No , 14310038		
1	Name of Applicant ,	
2	Father's Name / Husband's Name ,	
3	Gender	
4	Trade Name	
5	Address	
1.	Name of the person deemed to be the Manager in relation to the business of the dealer in the said State.	
2	Name of the principal place of business in the said State and address thereof.	
3	Name(s) of the other place(s) in the said State in which business is carried on and address of every such place.	Refer Annexure
4	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.	Refer Annexure
5	List of the places of business in each of the other States together with the address of every such place (if separate	Refer Annexure

	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 detail	
6	Name Additional Business Places Out Side State And Address of Every Such Place ,	Refer Annexure
7	The Business Is	
	Wholly	TRADER
	Mainly	
	Partly	
	Partly	
8	Particulars Relating to registration, Licence, Permission, etc. issued Under Any Law for the time being in force of the dealer ,	
9	We Are Members Of ,	
10	We Keep Our Accounts In ,	English
11	Business Status / Constitution of Business ,	PRIVATE LIMITED COMPANY
	Name(s) and address (es) of the proprietor of the business / all persons having any interest in the business together with their age, fathers name etc. (with below mentioned fields) ,	Refer Annexure
12	Business in respect of which this application is made, was first started on ,	12/03/2014
13	The First sale in the course of inter-state trade was effected on ,	
14	Type of Calender Observed ,	
15	Accounting Year From , To,	April March

Following Goods Or Class Goods Purchased By Dealer In The Course of Inter State Trade Or Commerce ,

Commodity	Commodity Description	Sub Catetgory

We Manufacture, Process Or Extract in Mining The Following Goods Or Generated Or Distribute The Following Form Of Power Namely ,

Verification ,

I/We, _____ hereby solemnly affirm and declare that the information given in this form and its Attachments (if any) is true and correct to the best of my / our knowledge and belief and nothing has been concealed there form signature of authorized signatory ,

Signature of Authorised Signatory , _____

Full Name , _____

Date , _____

The Central Sales Tax (Registration & Turnover)

Rules 1957

Form - A

Particulars of Person (Proprietor / Karta / Directors in the Business / Members of Executive Committee of societies, clubs etc.) having interest in the Business

TIN , _____

Type	Name of the Applicant	Father's Name	Address	Telephone	Date of Birth

The Central Sales Tax (Registration & Turnover)

Rules 1957

Form - A

Details of additional places of business

TIN ,

Name of the Applicant	Address	Village / Town	District	PIN Code	Tel. No.
NIL	NIL	NIL	NIL	NIL	NIL

Common Application for Consent under
Water (Prevention and Control of Pollution) Act, 1974,
Air (Prevention and Control of Pollution) Act, 1981) and Authorisation under
Hazardous Wastes (Management and Handling) Rules, 1989

Application form for Consent/Authroisation

From:

.....

.....

.....

To

The

.....

..... Pollution Control Board

.....

Sir,

I/We hereby apply for •

- (i) Consent to Establish/ Operate/ Renewal of consent under section 25 and 26 of the Water (Prevention and Control of Pollution) Act, 19 74, as amended.
- (ii) Consent -to establish/ operate/ renewal of consent under Section 21 of the Air (Prevention and Control of Pollution) Act, 1981, as amended.
- (iii) Authorisation/ renewal of authorisation under rule 5 of the Hazardous Wastes (Management and Handling) Rules, 1989, as amended in connection with my/our existing/proposed/alterd/additional manufacturing/processing activity from the premises as per the details given below.

Part A: General

1. Name, designation, office address with telephone and fax number of the applicant/ occupier/Industry/ Institution/ Local Body. :
2. (a) Name and location of the industrial unit/ premises for which the application is made. (Give revenue Survey Number/plot number, name of Taluka and District, also telephone and fax number) :

(b) Details of the planning permission obtained from the local body/Town and Country Planning authority/ metropolitan development authority.

(c) Name of the local body under whose jurisdiction the unit is located and name of the licence issuing authority.
3. Names, addresses with telephone and fax number of Managing Director/ Managing Partner and officer responsible for matters connected with pollution control and/or hazardous waste disposal. :
4. (a) Are you registered as a small-scale industrial unit ? :

(b) If yes, give the number and date of registration.
5. Gross capital investment of the unit without depreciation till the date of application (Cost of building, land, plant and machinery). :

(To be supported by an affidavit, Annual Report or certificate from a Chartered Accountant. For proposed unit(s), give estimated figure)
6. If the site is located near sea-shore/river bank/other water bodies; indicate the distance and the name of the water body, if any. :
7. Does the location satisfy the requirements under relevant Central/State Govt. notifications such as Coastal Regulation Zone, Notification on Ecologically Fragile Area, Industrial location policy, etc. If so, give details. :
8. If the site is situated in notified industrial estate, (a) whether effluent collection, treatment and disposal system has been provided by the authority (b) will the applicant utilise the system, if provided (c) if not provided, details of proposed arrangement. :

9. Total plot area, built-up area and area available for the use of treated sewage/trade effluent :
10. Month and year of proposed commissioning of the unit :
11. Number of workers and office staff. :
12. (a) Do you have a residential colony within the premises in respect of which the present application is made? :
 (b) If yes, please state population staying.
 (c) Indicate its location and distance with reference to plant site.
13. List of products and by-products manufactured in tonnes/month, kl/month or numbers/month (Give figure corresponding to maximum installed production capacity) :
14. List of raw materials and process chemicals with annual consumption corresponding to above stated production figures, in tonnes/ month or kl/month or numbers/month. :
15. Description of process of manufacture for each of the products showing input, output, quality and quantity of solid, liquid and gaseous wastes, if any from each unit process. :

(To be supported by flow sheet and/or material balance).

Part B: Waste water aspects

16. Water consumption for different uses (ml/day) :
 (i) Industrial cooling, spraying in mine pits or boiler feeds
 (ii) Domestic purpose
 (iii) Processing whereby water gets polluted and the pollutants are easily biodegradable and are toxic
 (iv) Processing whereby water gets polluted and the pollutants are not easily bio-degradable and are toxic
 (v) Others such as agriculture, gardening etc. (specify)
 Total ◆◆◆◆◆
17. Source of water supply. :

Name of authority granting permission if applicable and

quantity permitted

18. Quantity of waste water (effluent) generated (ml/day) :
- (i) Domestic
- (ii) Industrial
19. Water budget calculations accounting for difference between water consumption and effluent generated. :
20. Present treatment of sewage/canteen effluent (Give sizes/ capacities of treatment units). :
21. Present treatment of trade effluent (Give sizes/ capacities of treatment units). (A schematic diagram of the treatment scheme with inlet/outlet characteristics of each unit operation/process is to be provided. Include details of residue management system (sludges)) :
22. (a) Are sewage and trade effluents mixed together? :
- (b) If yes, state at which stage - Whether before, intermittently or after treatment.
23. Capacity of treated effluents imp, Guard Pond if any. :
24. . Mode of disposal of treated effluents, with respective quantity, m³/day :
- (i) into stream/river (name of river)
- (ii) into creek/estuary (name of creek/estuary)
- (iii) into sea
- (iv) into drain/sewer (owner of sewer)
- (v) On land for irrigation on owned land/ lease land. Specify cropped area (To be supported by relevant documents)
- (vi) Quantity of treated effluent reused/ recycled Provide a location map of disposal arrangement indicating the outlet(s) for Sampling
25. Quality of untreated/treated effluents (Specify pH and concentration of SS, BOD COD and specific pollutants relevant to the industry, TDS to be reported for disposal on land of into stream/river) :

Enclose a copy of the latest report of analysis from the laboratory approved by State board/Committee/Central Board/Central Government in the Ministry of Environment & Forests. For proposed unit furnish expected characteristics of the untreated / treated effluent.

Part - C: Air emission aspects

- | | | | |
|-----|---|---|---|
| 26. | 26. Fuel consumption: | : | Coal - LSHS - Furnace Oil -
Natural Gas - Others (specify) |
| | (a) fuel consumption (TPD) | | |
| | (b) Calorific value | | |
| | (c) Ash content % | | |
| | (d) Sulphur content % | | |
| | (e) Other (specify) | | |
| 27. | Details of stack: | : | |
| | a. Stack number(s) | : | |
| | (b) Attached to | : | |
| | (c) Fuel type | : | |
| | (d) Fuel quantity | : | |
| | (e) Material of construction | : | |
| | (f) Shape (round/rectangular) | : | |
| | (g) Height (above ground level) | : | |
| | (h) Diameter/size, in meters | : | |
| | (i) Gas quantity, Nm ³ /hr. | : | |
| | (j) Gas temperature, °C | : | |
| | (k) Exit gas velocity, m/sec. | : | |
| | (l) Control equipment preceding the stack | : | |
- (Attach specifications including residue management systems of each of the control equipment indicating inlet/ outlet concentrations of relevant pollutants)

28. Do you have adequate facility for collection of samples of emissions in the form of port holes, platform, ladder etc. as per Central Board Publication "Emission Regulations Part-III" (December 1985) :
29. Quality of treated flue gas emissions and process emissions. :
(Specify concentration of criteria pollutants and industry/process-specific pollutants stack-wise. Enclose a copy of the latest report of analysis from the approved laboratory by State Board/Central Board/ Central Government in the Ministry of Environment and Forests. For proposed units furnish the expected characteristics of the emission

Part - D: Hazardous waste aspects

30. (a) Whether the unit is generating hazardous waste as defined in the Hazardous Waste (Management and handling) Rules, 1989, as amended. :
(b) If so, the category No.
31. Authorisation required for* :
(i) Collection
(ii) Reception
(iii) Treatment
(iv) Transport
(v) Storage
(vi) Disposal of the hazardous waste
32. Quantity of hazardous waste generated (kg/day) or (mt/month) :
33. Characteristics of the hazardous waste(s). Specify concentration of relevant pollutants. Enclose a copy of the latest report of analysis from the laboratory approved by State Board/Central Board/Central Government in the Ministry of Environment and Forests). For proposed units furnish expected characteristics. :
34. Mode of storage (intermediate or final) (describe area, location and methodology). :
35. Present treatment of hazardous waste, if any (give type and capacity of treatment units) :

36. Quantity of hazardous waste disposed :
- (i) Within the factory
 - (ii) Outside the factory (Specify location and enclose copies of agreement)
 - (iii) Through sale (Enclose documentary proof and copies of agreement)
 - (iv) Outside State/Union Territory, if yes particulars of (i) & (iii) above
 - (v) Other (specify)

Part - E: Additional information

37. (a) Do you have any proposals to upgrade the present system for treatment and disposal of effluent/ emissions and/or hazardous waste :
- (b) If yes, give the details with time-schedule for the implementation and approximate expenditure to be incurred on it.
38. Capital and recurring (O&M) expenditure on various aspects of environment protection such as effluent, emission, hazardous waste, solid waste, tree plantation, monitoring, data acquisition etc. (give figures separately for items implemented/to be implemented). :
39. To which of the pollution control equipment, separate meters for recording consumption of electric energy are installed? :
40. Which of the pollution control items are connected to D.G. set (captive power source) to ensue their running in the event of normal power failure? :
41. Nature, quantity and method of disposal of non-hazardous solid waste generated separately from the process of manufacture and waste treatment. (Give details of area/capacity available in applicant's land) :
42. Hazardous chemicals as defined under the Manufacture, Storage and Import of Hazardous Chemicals, Rules, 1989 (a) T :St of HC stored (imported & indigeneous) (b) Details of isolated storage, if any (c) Details of emergency preparedness plans (on- site/ off- site) prepared :
43. Brief details of tree plantation/ green belt development within :

applicant's premises.

44. Information of schemes for waste minimisation, resource recovery and recycling - implemented and to be implemented, separately. :
45. Any other additional information that the applicant desires to give. :
46. I/We further declare that the information furnished above is correct to the best of my/our knowledge.
47. I/We hereby submit that in case of any change from what is stated in this application in respect of raw materials, products, process of manufacture and treatment and/or disposal of effluent, emissions, hazardous wastes etc. in quality and quantity; a fresh application for Consent/Authorisation shall be made and until the grant of fresh Consent/Authorisation no change shall be made.
48. I/We undertake to furnish any other information within one month of its being called by the Board/ Committee.
49. I/We agree to submit to the Board an application for renewal of consent/authorisation in two months in advance before the date of expiry of the consent/authorisation validity period. :
50. I/We enclose herewith a Demand Draft for Rs. :
..... (Rupees 777777..) drawn in
favour of Pollution Control Board/ Committee as
the fee for consent/authorisation.

Yours faithfully,

Signature 7777777777.

Name 7777777777.

Designation . 7777777777

4.CIF&B-FACTORY LICENCE / BOILER

FORM - 2

Prescribed under rules 6 and 15

Application for registration and notice of occupation

Specified in section 6 and 7

(To be submitted in triplicate)

1	(a)	Full Name of factory	
	(b)	Factory License number if already registered before	
2	(a)	Full factory address to situation of factory	
	(b)	Full postal address to which communications Relating to factory should be sent.	
3		Nature of manufacturing process or processes.	
	(a)	Carried on in the factory in the last twelve months (in the case of factories already existence); and	
	(b)	To be carried on in the factory during the next twelve months (in the case of all factories)	
4		Name and values of principle products manufactured during the last twelve months (in the case of factories already in existence).	Name Values 1
5	(a)	Maximum number of workers proposed to be employed on any one 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)	
6	(a)	Nature and total amount of power (H.P.) (i) Installed; or (ii) Proposed to be installed.	
	(b)	Maximum amount of power (H.P.) proposed to be used.	
7		Full name and residential address of the persons who shall be the manager of the factory for the purpose of the Act.	
8		Full name and residential address of the Occupier that is -	
	(a)	The Proprietor of the factory in case of a private firm or Proprietary concern.	
	(b)	The directors in case of a public limited liability company or firm.	
	(c)	(i) The managing agent in case where a managing agent is employed.	
		(ii) The directors of the above managing agent	

	(d)	The shareholders in case of a private company where no managing agent is employed; or	
	(e)	The chief administrative head in case of Government or factory run by a local authority or by any statutory corporation or body.	
9		Full name and address of the owner of the premises or building (including the prints therefore) referred to in section 93.	
10		In the case of a factory constructed or extended after the commencement of these rules.	
	(a)	Reference number and date of approval of the arrangements, if any, made for the disposal of trade waste and effluents and the name of the authority granting such approval	
11		Amount of fees paid..... Rs.	
	(i)	Name of treasure	
	(ii)	Date of payment and.....	
	(iii)	Challan number (Challan to be enclosed).	

Signature of Occupier

Date

Signature of Manager

Date

Note ,

- 1) This form should be completed in ink in block letter or typed.
- 2) If power is 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 against item 8 is minor, the fact should be clearly stated.
- 4) In the case of a factory where under the proviso to sub-section (1) and (2) of section 100, a person has been nominated as the occupier, information required in item 8 should be supplied only in respect of that person.
- 5) In the case of a factory where a managing agent or agents have been appointed as occupier under the Indian Companies Act, 1956 information required in item 8 should be supplied only in respect of that person or persons.

PART-B

CHECK LIST FOR VARIOUS INDUSTRIAL CLEARANCES FOR ESTABLISHMENT PERMISSION

COMMON CHECKLIST

1. Copy of 7/12 Extract.
2. Copy of certified site plan.
3. Copy of Acknowledgment from DIC (MSME & NON-MSME).
4. Documents of Constitution of Enterprise/Unit/Establishment/Organization etc. (Partnership Deed/AOA/MOA/LLP/HUF etc.).
5. Authority to submit file (POA/Board of Resolution/Valid Authority)
6. Project Report
7. Details of ETP Plant
8. Construction Permission & Plan with Machinery layout.
8. Occupancy Certificate
9. Ownership documents of land (Sale Deed /Lease Deed)
10. Ownership documents of Building (Sale Deed /Lease Deed)
11. Pan Card of Applicant/Enterprise/Unit/Establishment/Organization etc.
12. Municipal/Panchayat Tax Receipt
13. Electricity Bill
14. Telephone Bill

PERMISSION SPECIFIC CHECKLIST

1. DIC – ACKNOWLEDGEMENT PART-I (FOR MSME) (THE MSME ACT-2006)& ACKNOWLEDGEMENT LETTER (FOR NON-MEME/LSI UNITS)
Documents covered under above common check list if applicable.
2. POWER -TEMPORARY CONNECTION
Prescribed Application Form approved by JERC.

ELECTRICAL-POWER SANCTION FOR ACTUAL RELEASE (5A-DN) -LT & HT

1. Prescribed Application Form approved by JERC.
2. Covering letter indicating whether applicant will set up transformer and lines at his own cost in case power is not available from existing transformer.

3. TAX ST/VAT- REGISTRATION (ORIGINAL PLACE AND/OR ADDITIONAL PLACE)

- 1.Registration Form DVAT – 04 along with applicable annexure can be filled online on our department website www.dnhctd.gov.in
2. For Registration under CST Act, Form A to be filled separately.
3. Registration Fees – VAT Rs. 500/- and CST Rs. 25/-
4. Copies of documents that need to be enclosed for Form DVAT 04.

Section I

Scanned copies of the below mentioned Mandatory Documents should be uploaded online.

1. Proof of Security Deposit (please refer Section II below for further details)
2. In case of a dealer applying for registration and simultaneously opting for payment of tax under Composition scheme, please select the application in Form DVAT 01 along with this application.

Section II

Security Deposit: Total amount of security deposit of Rs. 50,000/- in the form of F.D.R. you can get a rebate on your security deposit to a maximum of rupees 25,000/-

Scanned copies of the respective Optional Documents should be provided to avail a rebate on your security deposit amount of rupees 50,000/-

Method of Calculating Security Amount

	Prescribed Security Amount (Rs.)	50,000
	Reduction sought (Maximum reduction available Rs. 25,000/-)	Rebate (Rs)
	Optional Supporting Documents (For reduction in Security Amount)	
1	Proof of ownership of principal place of business Copy of Sale Deed of Business Premises OR Municipal Tax Receipt OR Village Panchayat Tax Receipt.	15,000
2	Proof of ownership of residential property Copy of Sales Deed of Residence OR Copy of Municipal Tax / Panchayat Receipt OR Copy of Electricity bill in the name of the owner	10,000
3	Copy of passport of proprietor / managing partner / director(s)	5,000

4	Copy of last electricity bill (The bill should be in the name of the business allotted by the Income Tax Department)	5,000
5	Copy of last electricity bill (The bill should be in the name of the business OR proprietor and for the address specified as the Principal Place of Business in the registration form)	5,000
6	Copy of last telephone bill (The bill should be in the name of the business and for the address specified as the main place of business in the registration form)	2,500

4. ENVIRONMENT PCC-CONSENT TO ESTABLISH UNIT & DG

Flag No.	Details
A	Dully filled in application form no. XIII under water Act*
B	Dully filled in application form No. I under Air Act *
C	Consent fee under Water Act and Air Act in the form of demand draft in favour of Pollution control committee payable at Silvassa or Daman #
D	Notarized affidavit in Twenty rupees stamp paper giving details of capital investment including land building and plant and machinery without depreciation
E	Application for details of hazardous waste generation – type quantity – physical form chemical composition and method of collection storage treatment and disposal ##

5. CIF&B-FACTORY LICENCE / BOILER

1. Form 2 along with the paid challans.
2. List of safety equipments / precautionary measures taken on site. (on Company's letterhead and signed).
3. Provisions of Health, Safety and Welfare under the Factory Act, 1948
4. A copy of ON SITE/OFF SITE PLANS if applicable / signed statement on company's letterhead that it is not applicable.
5. Approval of the plans from the Chief Controller of Explosive, Nagpur in respect of the storage of Petroleum and Hazardous substances, if applicable/signed statement on company's letterhead that is not applicable.
6. Details of ETP, if any (On Company letterhead and signed).