

**GOVERNMENT OF ODISHA
INDUSTRIES DEPARTMENT**

Notification

In exercise of the powers conferred by section 13 of the Odisha Industries (Facilitation) Act, 2004, (Odisha Act 14 of 2004), the State Government do hereby make the following rules, to amend the Odisha Industries (Facilitation) Rules, 2005, namely:---

1. Short title and commencement. – (1) These rules may be called the Odisha Industries (Facilitation) Amendment Rules, 2015.

(2) The Odisha Industries (Facilitation) Amendment Rules, 2015 shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Industries (Facilitation) Rules, 2005 (hereinafter referred to as the said rules) in rule 2, in sub-rule (1), –

(a) for clause (d), the following clause shall be substituted, namely: –

“(d) “Authorized Representative” means an officer not below the rank of Assistant Director or Assistant Manager in case of a Nodal Agency at the district level and in case of Nodal Agency at the state level, an officer not below the rank of Deputy Director or Joint Manager, as the case may be, authorized by the Chairman of the respective Agency;”;

(b) in clause (f) for the words “in Schedule I ” the words “in Schedule IA ” shall be substituted.

3. In the said rules, after rule 2 the following rule shall be inserted, namely: –

“2.A. Preliminary Project Assessment application. – (1) Every applicant who is not in possession of any land or not allotted with land for the purpose of establishment of an Industry or not in possession of land exceeding twenty five percentum of total land required for the project or for other activities, shall apply in Schedule I, before filing of Combined Application Form at Schedule I-A, through the Nodal Agency who shall, after examining the feasibility of the project including assessment of land, allotment thereof and for other utilities,

recommend the same to the concerned Competent Authority for approval of the said project.

Explanation: - For the purpose of this rules, the expression “other utilities” means water and power; and

(2) The concerned Nodal Agency shall issue an acknowledgement with date and seal in schedule V.

4. In the said rules, in rule 3,-

(a) in sub-rule (1) will be substituted

“the applicants in possession/allotted 25% of the requisite land seeking to establish industry shall apply for preliminary assessment of land and other utilities and for clearances in the Combined Application Form in Schedule IA. Where the clearances(s) is not covered in the Combined Application Form the applicant may file additional forms(s) available with the Nodal Agencies along with requisite fee and document(s), as the case may be, in the forms specified under the relevant enactment for obtaining such clearances(s). The Nodal agency who shall, after examining the feasibility of the project including assessment of land and other utilities, recommend the same for approval of the said project and the entire process will be completed within 30 days. ; and

(b) in sub-rule (3), for the word “triplicate” the words “five copies” shall be substituted;

5. In the said rule, after rule 4, the following rules shall be inserted, namely: –

“4A. Function of the State Level Single Window Authority. – In addition to the functions specified in sub-section (4) of section 4, the State Level Single Window Clearance Authority shall have the following functions, namely:–

(a) review, monitor and facilitate clearances of all projects including modernization, up-gradation and expansion of existing industrial units;

(b) mandatorily hold monthly meeting preferably on a fixed day;

- (c) regular monitoring of the projects phase-wise during the implementation until the project commences production;
- (d) monitor sanction and facilitate disbursement of incentives applicable under the various policies of the State Government;
- (e) review and monitor the functioning of the District Level Single Window Clearance Authority on a monthly basis;
- (f) generate and submit monthly progress reports to the High Level Clearance Authority on the status of approvals, clearances, commencement of projects at the State Level as specified in Schedule IXB;
- (g) co-opt experts on a need basis for specific sectors or projects, if required; and
- (h) issue such direction, as may be necessary, to the District Level Single Window Clearance Authority, for smooth processing of applications and transaction of business.

4B. Functions of the District Level Single Window Authority. – In addition to the functions specified in sub-section (4) of section 5, the District Level Single Window Clearance Authority shall have the following functions, namely: –

- (a) review, process and facilitate project clearances including modernization, up gradation and expansion of existing industrial units;
- (b) mandatorily hold monthly meeting preferably on a fixed day;
- (c) regular monitoring of the projects phase-wise during the implementation until the project commences production;
- (d) monitor sanction and facilitate disbursement of incentives applicable under the various policies of the State Government;
- (e) submitting monthly progress reports to State Level Single Window Clearance Authority on the status of approvals, clearances and commencement of projects at the district level as specified in Schedule IXB; and

(f) co-opt experts on a need basis for specific sectors or projects, if required.”

6. In the said rules, in rule 5,—

(a) after sub rules (1), the following sub rules shall be inserted, namely:—

“(1-a) The Applicant shall proceed with the submission of Combined Application Form, if at least 25% of the requisite land is allotted or in possession of the Industry.

(1-b) Applicant shall submit the Combined Application Form along with additional form(s) and required documents to the concerned Nodal Agency to facilitate project clearances from the concerned Departments and the concerned Agency within three working days from the date of receipt of such application, shall issue an acknowledgement with date and seal as in Schedule V.”;

(b) the sub-rule (4) shall be omitted;

(c) for sub-rules (6), the following sub-rule shall be substituted, namely:—

“(6) Concerned Authority, if required, may direct for additional information from the applicant through Nodal Agency only once before the expiry date of the time limit but not later than seven working days from the date of receipt of the Combined Application Form from the Nodal Agency and on receipt of such direction from the concerned Authority, the Nodal Agency shall inform the applicant within three working days, requesting him to furnish the required information within ten working days and if the Applicant has not furnished the requisite information within fifteen working days from the receipt of communication from the Nodal Agency, the concerned Authority shall dispose the application based on the merit as per the information available. Proceeded that in case, the additional information is not sought for by the concerned authority within seven days from the date of receipt of application by the concerned Authority, it will be

construed that no additional information is required and original time limit for clearance shall apply.”.

7. In the said rules, in rule 6, the sub-rule (1) shall be omitted.

8. In the said rules, for rule 7, the following rule shall be substituted namely: –
Communication of approval or rejection, - (1) The decision of the District Level Single Window Clearance Authority shall be communicated in the form as in **Schedule VIII**.

Procedure for issue of Deemed Approval:

(2) The decision of the State Level Single Window Clearance Authority shall be communicated in the Form as Specified in Schedule IX.

(3) In case the clearances are not issued by any Authority as per the time limits, specified in Schedule VI, the Nodal Agency shall communicate in writing to the entrepreneur concerned in the form as specified in Schedule VII informing the deemed approval under section 11 with a copy to the Department and Authority concerned.

(4) In the eventuality of delay of clearances resulting in issue of deemed approval, the Heads of the Departments or Authority shall be liable for imposition penalty as provided under Odisha Right to Public Services Act, 2012 and Disciplinary action shall also be initiated by the concerned Disciplinary Authority which shall also be reflected in the performance appraisal report of the employee responsible for the delay in providing the clearances or approval.

9. In the said Rules, in rule 9, for sub-rule (1) including the shoulder heading, the following shall be substituted, namely: –

“9. Appeal and References. – (1) Any person, aggrieved by decision of any Authority under section 7, may prefer an appeal before the appellate Authority concerned in the Form in Schedule IXA within thirty days from the date of receipt of communication of such decision and the appellate authority shall dispose of such appeal within fifteen days from the date of receipt of memorandum of appeal.”

10. In the said rules, –

(a) For Schedule I, the following Schedules shall be substituted, namely: –

Table of Contents

<u>Schedule I</u>	
1	Preliminary Project Assessment Application
2	List of enclosure(s) required for allotment of land
<u>Combined Application Form (CAF)</u>	
<u>Schedule I A</u>	
1	Part A: Combined Application Form (CAF)
2	Part B: Application form for supply of Electrical Energy
3	Part C-1: Application for Consent to Establish under section 25 of Water (Prevention and Control of Pollution) Act 1974 and section 21 of Air (Prevention and Control of Pollution) Act 1981 - For Industrial Projects
4	Part C-2: Application for Consent to Establish under section 25 of Water (Prevention and Control of Pollution) Act 1974 and section 21 of Air (Prevention and Control of Pollution) Act 1981 For Mining Projects]
5	Part D-1: Application for approval of plans (Permission to construct / extend or take into use any building / premises as a Factory)(Rule 3 of Odisha Factories Rules, 1950 under Section 6 of Factories Act, 1948)
6	Part E: Application form to Water Resource Department for Drawing/Lifting of Water from Government Water Resource for Industrial/Commercial/other purposes
7	Part F: Building Plan approval
8	Part G-1: Application for registration under Odisha Value Added Tax Rule (with forms VAT 101A, VAT 101B, VAT 101C, VAT 101D)
9	Part G-2: Application for registration under Section 7(1)/7(2) of The Central Sales Tax Act, 1956
10	Part H-1: Application for registration of or renewal of registration of an establishment
11	Part H-2: Application for registration of Establishments employing contract labour
10	List of enclosure(s) required for clearances
<u>Schedule II</u>	
1	Part C-3: Application for Consent For Emission / Continuation of Emission under Section 21 Of The Air (Prevention and Control of Pollution)Act 1981
2	Part C-4: Application for consent for beginning to make new discharge/continuing discharge of sewage or trade effluent under Section 25 or 26 of the Act
3.	PART D-2: Application for Registration and Grant of License ((Rule 5 of Odisha Factories Rules, 1950 under Section 6 and 7 of the Factories Act, 1948)
4	PART D-3: Application for Registration of Boilers (Section 7 of the Boilers Act, 1923)
5	List of enclosure(s) required for clearances

SCHEDULE I
Preliminary Project Assessment Application
(See rule 2A)

1. Company Details		
A	Name of the Company	
B	Correspondence Address	Corporate Office Address
	Address Line 1:	Address Line 1:
	Address Line 2:	Address Line 2:
	Address Line 3:	Address Line 3:
	City:	City:
	PIN Code:	PIN Code:
	State:	State:
	Country:	Country:
	Phone Number:	Phone Number:
	Mobile Number:	Mobile Number:
	Fax Number:	Fax Number:
	Email ID:	Email ID:
C	Constitution of Company (PSU/Private Sector Undertaking/Co-operative/ Partnership/JV/ SPV/ Proprietorship / Others):	
D	Company Registration Details (Date, Place and Registration No.):	
E	CIN, if applicable:	
F	PAN:	
G	TIN/VAT, whatever is applicable:	
H	Number of employees in the company:	
2. Promoter Details		
A	Name of Promoter	
B	Position (Managing Director/CEO/Managing Partner/Other (please specify)	
C	Board of Directors	
D	Shareholding Pattern. Please attach the details	

		Last 3 Years		
A	Annual Turn Over			
B	Profit Before Tax			
C	Net Worth			
D	Reserves and Surplus			
E	Share Capital			
3. Details of Existing Industry				
A	Name, if different from (1)			
B	Location of the Industry			
C	Whether located in IDCO Industrial Estate, If yes please furnish the name of the estate			
D	Extent of Land in acres	-----Acres		
E	Nature of activity			
F	Capacity (MT, Litres, Kg, etc.)			
G	Installed capacity of Power			
H	Source of Power Supply (Grid, CPP, etc.). If own please specify the capacity of CPP			
I	Existing raw material arrangements. Please provide details			
4. Proposed activity details				
A	Sector of Activity			
B	NIC Code, if known			
C	Proposed annual capacity (MT, Litres, Kg, etc. whatever applicable)			
E	Any regulatory approvals obtained			
F	Any fiscal incentive availed earlier			
5. Proposed fixed capital investment (INR crore)				
A	Land			
B	Building			
C	Plant & Machinery			
D	Working Capital			
E	Others			
	Total Project Cost			

6. Means of finance (INR crore)			
A	Bank/Institutional Finance		
B	Equity Contribution		
C	FDI		
D	Subsidy/Grant		
E	Others		
7. Proposed employment			
		Existing (NA if not applicable)	Proposed (NA if not applicable)
A	Managerial		
B	Supervisory		
C	Skilled		
D	Unskilled		
E	Others		
	Total Employment		
8. Land requirement			
A	Prospective location of land (Area/District Name)		
B	Extent of land required (in acres)		
C	Whether land is required in IDCO Industrial Estate/ Area or within the Land Bank of IDCO? If yes, please mention the name of the industrial estate /Area or the land schedule within the Land Bank.		
D	Whether the proposed land is being acquired by the company directly? Yes/ No		
E	If the land is to be acquired by IDCO, please specify the land schedule area, if available		
9. Power requirement			
A	Temporary connection (During construction)		
i	Power required (Yes/No)		
ii	If yes, load demand (in KW)		
iii	Expected demand start date (MM/DD/YY)		

B	Regular connection (During production)		
i	Power required (Yes/No). If No, please provide details as mentioned in (c)		
ii	New load demand (in KW/ KVA)		
iii	Type of Process (Batch/Continuous)		
C	If you planning to set up a Captive Power Plant (CPP) or drawing from power from an Independent Power Producer (IPP), please provide the following details: Capacity of the Plant in MW, if CPP		
10. Water requirement			
		Existing	Proposed
i	Requirement (KL per day)		
ii	Existing allocation, if any		
iii	Please provide source of water		
iv	<ul style="list-style-type: none"> • Ground Water • Surface Water 		
V	Please provide details of Rain water harvesting and water conservation measures being proposed by the company		
11. Wastewater management			
A	Provide details of waste water management <ul style="list-style-type: none"> • Treatment technology • Quantum of recycling of waste water • Management of Hazardous waste, if any 		
12. Proposed project schedule			
A	Start of Project Construction (MM/DD/YY)		
B	Start of Production (MM/DD/YY)		

LIST OF ENCLOSURE(S) REQUIRED FOR ALLOTMENT OF LAND

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

1. Company Related

- PAN card of the company
- TIN/VAT number certificate, if available
- MoA/Partnership Deed Attachment
- Certificate of incorporation/registration attachment
- Net worth certified by CA
- Annual Reports of the Company(last 3 years)
- Industries Entrepreneur Memorandum/EMI/EMII,

2. Proposed Industry Related

- Manufacturing process flow attachment
- Feasibility report
- Water conservation measures
- Waste water treatment technology and management of solid/hazardous wastes

3. Self-Certification

SCHEDULE I-A
Combined Application Form (CAF)

(See rule 3)

PART A:

1. This format is used for submission to the State Government for assistance to set up industries under Odisha Industries (Facilitation) Act, 2004 as amended from time to time.

1	Promoter details	
A	Name of Industry	
i	Registered address of the Industry Phone / Fax	
ii	Factory address	
iii	Address for Correspondence	
iv	Premises at which power is required	
v	Status of Institution (Proprietary concerned / Partnership Firm/ Public or Private Ltd./Company)	
B	Promoter	
i	Name	
ii	Designation	
iii	Officer/ Factory Address Telephone No. /Fax. No. if any	
iv	Name & Address , Tel. No. of the official authorized to deal with questionnaires	
C	Industry	
i	Time schedule for year of commissioning of industry	
ii	Project cost (Plant & machineries, land & Building, others)	
iii	Capital Investment :	
iv	Regd. No. / License No. if any :	
v	Type	
vi	Capacity Present	
vii	Future Expansion Plan	

viii	Whether MoU has been signed with Government	
2	Proposed Site Details	
A	Name of district	
B	Name of village, town and city	
C	Name of tehsil/ sub-tehsil	
D	Total proposed project area	
E	Total built-up area	
i	Present use of land	
ii	Area of land proposed to be acquired (Acre)	
iii	Area proposed to be built up or developed (Acre)	
iv	Total area of the factory Premises in Acre	
v	a. Built up area	
vi	b. Vacant area	
Vii	c. Green Area	
Viii	Land use statement (a+b+c)	
F	Site/Layout Plan attached (Yes/No)	
G	Location Plan attached (Yes/No)	
H	Distance from the nearest human habitation	
I	Type of connecting road (State Highway/National Highway/other)	
J	Land ownership and lease documents attached (Yes/No)	
3	Siting details	Details from Topo map (Pl. specify Yes/No). If yes, details
A	Existing features within 500 meters of the proposed site	
i	Agricultural land	
ii	National / State highway / Railway line	
iii	Stream / river	
iv	Forest / Sanctuary / park	
v	Pond / lake / dam	
vi	Estuary / sea	
vii	Hills/ mountain	
viii	Industries	

4	Surrounding of the site	
i	East	
ii	West	
iii	North	
iv	South	
v	Any other additional information about environmental impacts of your industry	
5	Man Power	
A	No. of workers	
B	No. of Officers & Staff	
C	No. of working hours	
D	Are any personal residing in the premises. Yes/No (Give number)	
E	Operating period. Seasonal (Specify period) / Whole year	

PART B

APPLICATION FOR SUPPLY OF ELECTRICAL ENERGY

For release of connection wherever Infrastructure is available / not available

(For Industrial Category)

1	Is the proposed Industry located on land with an existing Industrial unit (Yes/No)															
1.1	If Yes, Furnish the NOC from DISCOM. If No, Proceed to Question 3.															
2	If the premises has an existing electrical connection, purpose for seeking additional power Drop down (Expansion / Modernisation / Diversification / Others (Text box)).															
3	Details of Power Requirement:															
	a) Contract Demand (KVA).															
	<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 30%;">Phase</th><th style="width: 30%;">Month & Year</th><th style="width: 40%;">Cumulative Load (KW/KVA)</th></tr></thead><tbody><tr><td>P1</td><td></td><td></td></tr><tr><td>P2</td><td></td><td></td></tr><tr><td>P3</td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></tbody></table>	Phase	Month & Year	Cumulative Load (KW/KVA)	P1			P2			P3					
Phase	Month & Year	Cumulative Load (KW/KVA)														
P1																
P2																
P3																
	b) Maximum demand (KVA)															
	c) Voltage of supply required at 3 phase 50Hz A.C. (LT-0.44 KV, HT-11 KV, HT-33KV , 132 KV, 220 KV, 400 KV)															
4	DETAILS OF LOAD REQUIRED															
	(a) General															

Item no.	Nature of demand (Light, fan, motor, etc.)	Number	Connected load of each point. (in KW)	Total connected load in KW
1	Light			
2	Fans			
3	Plug Points (5 Amp)			
4	Plug points (15 Amp)			
5	(Appliances i.e., iron, Cooker: Refrigerator, ACetc)			
	TOTAL			

(b) MOTORS AND OTHER APPLIANCES

S.No	Number of Motor	Type of Motor	Capacity of each Motor H.P./ K.W./ KVA	Total Capacity in KW/ KVA

Total Capacity:

5 Whether power supply to be taken from a dedicated transformer (Yes/No)> IF Yes

5.1 STEPDOWN TRANSFORMERS

S.No	Capacity K.V.A.,	Unit (Voltage)
i		
ii		
iii		
iv		
TOTAL		

PART C 1

APPLICATION FOR CONSENT TO ESTABLISH UNDER SECTION 25 OF WATER (PREVENTION AND CONTROL OF POLLUTION) ACT 1974 AND SECTION 21 OF AIR (PREVENTION AND CONTROL OF POLLUTION) ACT 1981
FOR INDUSTRIAL PROJECTS

Production Details	Products		Annual capacity	Units
Manufacturing process				
Major plant facility details	Description of facility	Capacity of each unit	Numbers of units proposed	
Raw material / fuel consumption	Raw material		Annual Quantity	
	Fuel		Annual Quantity	
Water Consumption	Area of use	Quantity in m ³ /d	Source of water	
	Process			
	Boiler feed			
	Cooling and spraying			
	Domestic			
	Other			
	Total			
Waste water management	Source of wastewater	Quantity in m ³ /d	Quantity Recycled / Reused	Quantity discharged
Wastewater treatment	Wastewater stream	Quantity (m ³)	Type of treatment	Discharge point
Please give a brief description of the receiving water body				

Emission Assessment & Control measures	Stack description	Height in m	Emission quantity (Nm ³ /h)	Gas temp in °C	Air pollution control equipment
Fugitive emission assessment	Source of fugitive emission	Proposed method of emission reduction			

Solid waste management			
Solid waste generation	Source of generation	Type of waste	Quantity of generation (TPA)
Solid waste management	Type of waste	Quantity reused	Quantity disposed of
Solid waste disposal site description	Type of waste	Area of disposal site	Description of site

PART C2

APPLICATION FOR CONSENT TO ESTABLISH UNDER SECTION 25 OF WATER (PREVENTION AND CONTROL OF POLLUTION) ACT 1974 AND SECTION 21 OF AIR (PREVENTION AND CONTROL OF POLLUTION) ACT 1981

[FOR MINING PROJECTS]

1.	Name of the Mine	:																																																														
2.	Name of the lessee	:																																																														
3.	Detail Postal Address of the Lessee	:																																																														
4.	E-mail address	:																																																														
5.	Phone No.	:																																																														
6.	Type of Mining project	:	New / Expansion																																																													
7.	Lease Area Details in Ha.		-																																																													
	a.	Forest area	-																																																													
	b.	Non - Forest area	-																																																													
	c.	Other area if any	-																																																													
	d.	Total area	-																																																													
8.	Lease deed executed with effect from:-																																																															
9.	Period of lease																																																															
10.	Date of expiry of lease																																																															
11.	Status of RML if any (applied for 1st RML, 2nd RML or 3rd RML with date)																																																															
12.	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Mineral (s) to be excavated</th> <th style="width:35%;">Drop Box (Select)</th> <th style="width:15%;">Quantity in MTPA</th> <th style="width:5%; text-align:center;">↓</th> <th style="width:15%;"></th> </tr> </thead> <tbody> <tr> <td></td> <td>Manganese</td> <td></td> <td rowspan="9" style="writing-mode: vertical-rl; text-orientation: mixed; font-size: small;">Provide multiple option</td> <td></td> </tr> <tr> <td></td> <td>Chromite</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Iron</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Bauxite</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Coal</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Limestone</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Dolomite</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Limestone & Dolomite</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Other Minerals</td> <td></td> <td></td> </tr> </tbody> </table> <p>If other minerals</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:10%;">Sl. No.</th> <th style="width:90%;">Minerals</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>								Mineral (s) to be excavated	Drop Box (Select)	Quantity in MTPA	↓			Manganese		Provide multiple option			Chromite				Iron				Bauxite				Coal				Limestone				Dolomite				Limestone & Dolomite				Other Minerals			Sl. No.	Minerals												
Mineral (s) to be excavated	Drop Box (Select)	Quantity in MTPA	↓																																																													
	Manganese		Provide multiple option																																																													
	Chromite																																																															
	Iron																																																															
	Bauxite																																																															
	Coal																																																															
	Limestone																																																															
	Dolomite																																																															
	Limestone & Dolomite																																																															
	Other Minerals																																																															
Sl. No.	Minerals																																																															
15.	Production details of last five years. (If Expansion as Per Sl No. 6)																																																															
16	Year	Name of Mineral 1	Production in Tonne	Name of Mineral 2	Production in Tonne	Name of Mineral 3	Production in Tonne	Name of Mineral 4	Production in Tonne																																																							
17.	Type of mining(manual/OTFM (Other than fully mechanized)/ FM (fully mechanized))																																																															
18.	Stripping Ratio ORE:OB (Ton: cum)																																																															
19.	Pit/Quarry details: (If Expansion as Per Sl No. 6)																																																															

	(i) Nos. of working pit/quarry (ii) Nos. of Non-working pit/quarry (iii) Nos. of abandoned pit/quarry if any (iv) Proposal of development of additional pit/quarry if any & its number(s) (v) Area of working pit/quarry in Ha (vi) Area of non-working pit/quarry in Ha (vii) Area of abandoned pit/quarry in Ha (viii) Area of the proposed pit/quarry in Ha.	:	
20.	Crushing & Screening Plant details		
	Crusher/Screen	Capacity in TPH	Type of plant(Mobile/static)
	Operating hours per day	Pollution Control System Installed	
	(a) No. of Crusher (i) (ii) (iii)		
	(b) No. of Screen (i) (ii) (iii)		
21.	Ore beneficiation plant		
	Mineral beneficiation/coal washery / Pelletization)	No	Dry Beneficiation/Wet beneficiation
			Through put capacity in TPH
			Output capacity in TPH
			Operating hours per day
			Pollution Control System Installed
22.	Railway siding details		
	No	Quantity of Mineral handled in MTPA	Pollution Control System Installed
23.	Water uses:		
	Purpose	Quantity in KLD	Source {Groundwater/ Surface water (name)/other}
	Name of source		
	(i) Drinking/Domestic (ii) Water sprinkling (iii) Wet beneficiation/washery (iv) Plantation (v) Others Total		
24.	Name of the nearest surface water body (River/stream/Nalla) and its distance from the lease boundary with direction.		
	Name of water body	Distance in KM	Direction
25.	Management of top soil, OB rejects/waste		
	Area	Nos.	Area in covered in Ha
			Control measures taken
			Angle of slope

	Top soil dump					
	OB dump					
	Reject/waste dump					
	Tailings pond					
26.	Air Pollution Control with details					
	Source	Air pollution control measures taken				
	Drilling and blasting					
	Excavation					
	Loading and unloading					
	Transportation on haul road					
	Ore/mineral stack yard					
	Dump area					
	Mine benches					
27.	Water Pollution Control with details of the treatment systems					
	Source	Quantity of wastewater discharge in KL/hr	Control measures (existing/proposed)	Details of measures	Treated wastewater discharged to(own land/outside land/surface water body or reused completely)	Name of discharge location
	Mine drainage water during monsoon					
	Mine drainage water during other season					
	Strata water of UG mines					
	Surface runoff from various areas					
	Beneficiation plant					
	HEMM maintenance shop/work shop					
	Township/colony/other domestic sources					
29.	Plantation Details of last five years : (If Expansion as Per SI No. 6)					
	Year	Location	Area in Ha	No of trees planted	Survival in %	
30.	Status of Forest Clearance (FC)/Temporary working permission (TWP)					
	a. If applied					
	(i) Date of application for FC/TWP	-				
	(ii) Area applied for FC/TWP	-				
	(iii) Present status	-				
	b. If obtained					
	i. Date of Forest clearance/TWP	-				
	(ii) Area for which FC/TWP has been obtained	-				
	(iii) FC/TWP validity period	-				

PART D-1:
DIRECTORATE OF FACTORIES & BOILERS

Application for approval of plans (Permission to construct / extend or take into use any building / premises as a Factory)

(Rule 3 of Odisha Factories Rules, 1950 under Section 6 of Factories Act, 1948)

Radio Button for New Plan /Extension Plan

1. Manufacturing process :
2. Details of Hazardous chemicals to be manufactured / handled / used / stored / generated :
3. Number of persons engaged or proposed to be engaged :

Manpower	Men	Women	Total
Existing			
Proposed			

4. Electrical Power in Kilowatt (K. W.) installed or proposed to be installed :

Existing	Proposed	Total

Signature of Applicant

PART E
APPLICATION FOR DRAWING/LIFTING OF WATER FROM GOVERNMENT WATERSOURCE/IRRIGATION
WORKS TO BE USED FOR INDUSTRIAL/COMMERCIAL/
OTHER PURPOSES

2. INDUSTRY:

- (i) Type
- (ii) Capacity
 - a. Present:
 - b. Future Expansion Plan:

3. REQUISITION OF WATER

- (i) Quantity Intended (Cusec)
- (ii) Attached: Phase wise requirement (Note justifying the volume of water required) Yes/No
- (iii) Attached: Water management Plan : Yes/NO(iv)Phase wise date from which water is required

Phase	Phase	Period	Water demand	Source
Construction Phase	P1			
	P2			
Operation Phase	P3			
	P4			

4. SCHEME

- (i) Source
- (ii) Layout of drawal mechanism
- (iii) Details of proposalof proposal if any

Certified that the information furnished above are correct

PART F
BUILDING PLAN APPROVAL

Project type (Mention on the corresponding column on the right)	New development	
	Addition/alteration	
	Renewal/Revalidation	

SECTION I: GENERAL INFORMATION

Details of the Architect and firm supervising the construction								
Category of Professionals	Name	Address	Contact No.	Email Address	Council of Architecture Registration Number (to be filled only by Architects)	Date of Issue of License	Valid Up to	ID Proof
1.3 Architect								
1.4 PHE/Plumbing								
1.5 Electrical								
1.6 Site engineer								
Structural Engineer Information								
	Name	Address	Contact No.	Email Address	Registration Number of Empanelment	Date of Issue of Empanelment	Valid Up to	ID Proof
1.7 Structural Engineer								

SECTION II - PROJECT AND OWNERSHIP INFORMATION

2.1 Building category (G to G+3, Apartment - G+4 and above, Group housing, Multi-storied residential/commercial/Institutional/Industrial/Public-semi-public/ others Please specify)		
2.2 Plot usage (Residential/Commercial/Institutional/Industrial/Public-semi-public/Others (please specify)		
2.3 No. of Floors		
2.5 Total Covered Area in all floors (in sqmt)		
2.6 Land Cost (INR/Acre/Hectare)		
2.7 Construction Cost/sqmt(INR)		
2.8 Tenancy (Lease hold/Free hold/Others Please specify)		

2.9 If Leasehold, share details of lease <i>(Lessor Name, purpose, duration of lease)</i>	
---	--

3.1 Land & Ownership Title Details

3.1.1 Mauza	3.1.2 Plot no.	3.1.3 Khata no.	3.1.4 Area (in Acre/sqmt)	3.1.5 Kisam	3.1.6 Record of Right (RoR)			3.1.7 Area under Possession (in Acres/sqmt)	3.1.8 Remarks	
					Patta	Sale Deed				Others
						No.	Date			
3.1.9 Whether the plot/site is part of an approved layout/Town Planning scheme (Yes/No)						If Yes, Please furnish the				
						Approval no.				
						Date				
						TP Scheme no.				

3.2 Location of Plot (within Funnel/Transition/Other zone for AAI Clearance)

3.2.1 Latitude	3.2.2 Longitude	3.2.3 Distance from the outer boundary of Airport (in meters)	3.2.4 Distance from Airport funnel zone (in meters)	3.2.5 Height from MSL (in meters)

3.3 Approach Road to site (Provide road width in meters)

3.3.1 Existing (Yes/No)	3.3.2 Width of approach road		3.3.3 Whether connected to existing CDP road (Yes/No)	3.3.4 Nature (Kutchha/Morumi/Metalled/Blacktop/Concrete)	3.3.5 Status of existing approach road (Public/Private/others please specify)	3.3.6 Utilities available near the site road (Electricity/water supply/Sewerage network/others please mention)
	Minimum	Maximum				
3.3.7 Presence of road side drains	If Yes	Width and depth of the drain (in meters)	Width	Nature (earthen/masonry/concrete)		Whether connected to any outfall / public drain (Yes/No)
			Depth			
	If No	Distance from nearest natural drain channel/disposal point (in meters)		Feasibility to connect (Yes/No)		Distance of outfall public drain (in meters)

3.4 Site details									
3.4.1 Is the site	At road junction (s)		Subject to water logging		Affected by natural Drainage channel		Does the site area include Encroached Govt. land/ road/ others land etc.		
	Yes/No		Yes/No	Yes/No	Yes/No	Yes/No	Yes/No		
	If Yes, Distance from junction (in meters)								Extent in sqmt
3.4.2 Other site details	Level of site in relation to approach road (in meters)			Distance from the boundary of nearest ASI or State protected monument (in meters)		Vertical distance of site from 33/11/132/33 KV Line from the site (in meters)		Horizontal distance from 33/11/132/33 Kv Line (in meters)	
	Above/Below								
3.4.3 Is site located in	ASI Protected area			Name of Important buildings nearby		AAI Funnel/transition Zone		Others (Please specify)	
Mention (Yes or No)									
Approximate Distance (If Yes in meters)									
3.5 Planning details									
3.5.1 Land use Applied for									
3.5.2 Land use of the site as per CDP / ZDP									
3.5.3 Permissibility (Permissible/Not permissible/special consideration)									
3.5.4 Proposed covered area (in sqmt)									
3.5.5 Plot affected by the CDP Roads/drains (Yes/No)(if yes provide details of area in sqmts)Enclose a revenue map									

SECTION IV - BUILDING DETAILS

4.0 Building Parameters (form should enable the applicant to fill up similar information for more than one block on the same plot)			
Category	As per the norms (minimum/m aximum)	As per approved plan applicable for addition/alteration/renewal	Proposal
4.1 Basement/Stilt			
4.2 1 st floor			
4.3 2 nd floor			
4.4 3 rd floor			
4.5 4 th floor			
4.6 Multi-storied (no. of storeys)			
4.7 Set backs			
Front			
Rear			
Side 1			
Side 2			
4.8 FAR			
4.9 Parking (in sqmt)			
4.10 Height (in mt)			
4.11 No of staircases			
4.12 Distance from farthest point of corridor to staircase			
4.13 No of lifts			
4.14 No. of Recharging pits/Size of pits			
4.15 No. of Gates and size			
4.16 Exemptions			
Height			
Setbacks			
FAR			
4.17 Light and Ventilation shaft			
4.18 Minimum height of floors			
4.19 Approach gradient to basement/stilt			
4.20 Minimum opening area of window, door and ventilator for lighting/ventilation (in sqmt)			

SECTION V - UTILITIES AND INFRASTRUCTURE

Proposed On-site Infrastructure			
5.1 Roads/pathway		5.2 Drainage	
5.1.1 Width of internal roads proposed / category/hierarchy (in metre)		5.2.1 Width of internal drains (in metre)	
5.1.2 internal roads	Length (in meters)	5.2.2 Length of internal drains (in meters)	
	Area (in sqmt)		
5.1.3 Internal pathways (in meters)	Length (in meters)	5.2.3 Location of drain system and drain outfall (please show in site plan drawing)	
	Width (in meters)		
	Area (in sqmt)		
5.3 Water supply		5.4 Sewerage	
5.3.1 Water consumption demand per day requirement @ 135 LPCD		5.4.1 Total quantity of waste water generated (in MLD)	
5.3.2 Drinking Water facility (whether Municipal/public water supply is available) - (Yes/No)		5.4.2 On-site treatment (Septic tank/soak-pit)	
		Size of septic tank/soak pit (length X breadth, Area in sqmt)	
		5.4.3 STP provided (Yes/No)	
		If yes, Capacity of STP (in MLD)	
5.3.2 Ground water extraction done to be on site (Yes/No)		5.4.4 Treated Sewerage disposal outfall point (show in drawing-site plan)	
5.5 Electricity		5.6 Solid Waste Management	
5.5.1 Total electricity consumption proposed (in KV)		5.6.1 Total solid waste generation (in Quintals/day)	
5.7 Proposed Open spaces area (in sqmt)		5.6.2 Solid waste disposal location (show in drawing-site plan)	

SECTION VI - SPECIAL PROVISIONS

6.1 Rainwater harvesting		
6.1.1 No of recharge pits/recharge wells/surface reservoirs on site	6.1.2 Quantity of water percolation	
6.3 Solar assisted water heating system		

6.3.1 Roof area covered by solar panels (in sqft)		
6.3.2 No of panels provided		
6.3.3 Amount of energy consumption demand		
6.4 Any other (provide details)		

<ul style="list-style-type: none"> I hereby declare that the above mandatory EWS and LIG housing is proposed within the site premises and part of the building structure submitted for approval to the authority. (Tick the box for undertaking.)
--

PART G-1:
APPLICATION FOR REGISTRATION UNDER ODISHA VALUE ADDED TAX RULE

To

The Registering Authority,

CIRCLE

Ison/daughter/wife of

..... the Proprietor / Partner / Karta of HUF / (Managing) Director / Principal officer / Authorized Departmental officer of the business, the particulars of which are detailed below, hereby apply on behalf of that business for grant of a certificate of registration under the Orissa value Added Tax Act, 2004.

01	Name of Business	
	Address of the Principal place or Place of business: (Principal place of Business, If there is more than one place of business) Village/Holding No:	
02	Locality / Ward No. Town/City P.O: (Pin) Phone: FAX No. E-Mail:	
03	Occupancy status of place of business (Score out whichever is not applicable)	Owned/ Rented/ Leased /free of rent / others(specify)
04	Status of the business (Mark whichever is applicable)	Proprietorship Partnership Public Ltd. Company Private Ltd. Company Cooperative Society Association of persons Hindu undivided family Public sector undertaking Department of Government
05	Nature of business activities (Mark whichever is applicable)	Trading Manufacturing Mining Generation & Distribution of Electricity Leasing Execution of works contract Restaurateur Others(specify)_____
06	Description of commodities purchased or received otherwise than by way of purchases for resale/sale.	

<p>1</p> <p>2</p> <p>3</p> <p>4</p>	<p>5</p> <p>6</p> <p>7</p> <p>8</p>																		
<p>07</p>	<p>Are you manufacturing goods for sale?</p> <p>(Score out whichever is not applicable) If answer is Yes, furnish the following details.</p> <p style="text-align: right;">Yes / No</p>																		
<p>08</p>	<p>Description of goods purchased / Received otherwise for use as:</p> <p>Capital goods.</p> <p>1.</p> <p>2.</p> <p>3.</p> <hr/> <p>Raw Materials.</p> <p>1.</p> <p>2.</p> <p>3.</p> <hr/> <p>Consumables.</p> <p>1.</p> <p>2.</p> <p>3.</p> <hr/> <p>Fuel.</p> <p>1.</p> <p>2.</p> <p>3.</p> <hr/> <p>Packing Material</p> <p>1.</p> <p>2.</p> <p>3.</p>																		
<p>09</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 50%;"></th> <th style="width: 15%;">Taxable</th> <th style="width: 15%;">Non-Taxable</th> <th style="width: 20%;"></th> </tr> </thead> <tbody> <tr> <td rowspan="2">Description of goods manufactured for sale including byproducts.</td> <td>1</td> <td>1</td> <td></td> </tr> <tr> <td>2</td> <td>2</td> <td></td> </tr> <tr> <td rowspan="2">Byproducts</td> <td>1</td> <td>1</td> <td></td> </tr> <tr> <td>2</td> <td>2</td> <td></td> </tr> </tbody> </table>		Taxable	Non-Taxable		Description of goods manufactured for sale including byproducts.	1	1		2	2		Byproducts	1	1		2	2	
	Taxable	Non-Taxable																	
Description of goods manufactured for sale including byproducts.	1	1																	
	2	2																	
Byproducts	1	1																	
	2	2																	
<p>10</p>	<p>Are you engaged in mining?</p> <p>If your answer is “Yes”, furnish the following details</p> <p style="text-align: right;">Yes / No</p>																		

		Capital goods	Others (Specify)	
11	Description of goods purchased for use in operation of mining.	1 2 3 4	1 2 3 4	
12	Are you a works contractor? If your answer is "Yes", furnish the following details	Yes / No		
13	Nature of works contract executed. (Mark whichever is applicable)	Civil Electrical Fabrication / erection Structural Air-conditioning Others _____ (specify)		
14	Description of goods purchased for Use in the execution of works	1 2 3 4	5 6 7 8	
15	Date of commencement of business (DD/MM/YYYY)			
16	Details of purchases or sales from the date of commencement of business to the date of application - month wise (part of the month to be shown separately)	Month	Purchase Rs. p	Sales Rs. p
		TOTAL		
17	Date of commencement of liability to be registered under the Orissa Value added Tax Act, 2004 (DD/MM/YYYY)			
18	Are you applying for voluntary registration? If your answer is "Yes", furnish the following details	Yes/No		
19	Description of goods intended to be manufactured for sale.	1 2		

3														
20	Description of goods intended to be purchased for manufacturing of goods for sale.	Capital goods	Fuel											
		1	1											
		2	2											
		Raw Materials	Other											
		1	1											
		2	2											
22	Details of Bank Account	Name of bank	Branch & Code	Account No	Nature of account									
23	Income Tax PAN (Permanent Account Number)	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>												
24	Language in which Books of Account are maintained													
25	Are your accounts maintained electronically? (score out whichever is not applicable)		Yes / NO											
26	Particulars of registration certificate issued by the Registrar of Companies/Registrar of Cooperative Societies /Superintendent Excise or any other Registering authority in India including the Director of Industries.													
27	Are you a member of any chamber of Commerce or Trade Organisation? (score out whichever is not applicable) If your answer is "Yes", furnish the following details.		Yes / No											

28	The name of the Chamber or Trade organization and particulars, if any in support of such membership.				
29	Address of additional place(s) of business / branch / godown - both inside and outside the state.	Use Form VAT - 101 - A / B			
30	Use Form VAT - 101 - A / B	Use Form VAT - 101 - C			
31	The name and address of the Manager or employee of the business or any other person associated with the business	Use Form VAT - 101 - D			
32	Details of immovable property owned wholly or partly by the business.	Description of property	Address where situated	Approx value	Share percentage

FORM VAT-101 A
DETAILS OF ADDITIONAL PLACES OF BUSINESS/ BRANCHES / GODOWNS/ WAREHOUSES IN ORISSA

01 **Name and style of the business**

02 **Address**

03 **Name of the applicant**

04 **Additional place of business / Branch / Godown or Warehouse (Score out whichever is not applicable)**

ADDRESS

Pin Code:

Telephone

Fax

Signature

05 **Additional place of business / Branch / Godown or Warehouse (Score out whichever is not applicable)**

ADDRESS

Pin Code:

Telephone

Fax

Signature

06 **Additional place of business / Branch / Godown or Warehouse (Score out whichever is not applicable)**

ADDRESS

Pin Code:

Telephone

Fax

Signature

FORM VAT -101 B
ADDRESS OF BRANCH OFFICES / GODOWNS LOCATED OUTSIDE ORISSA

- 01 Name and style of the business
- 02 Address
- 03 Name of the applicant

Status of business (Mark v where applicable)	Branch office	Godown (operated by C & F Agent/consignment Agent)

- 04 State
- 05 Address

Pin code

Telephone

Fax

R.C. No. under the State Act.

R.C. No. under the C.S.T Act

FORM VAT - 101 C
DECLARATION OF PROPRIETOR / PARTNERS / DIRECTORS / AUTHORISED
PERSONS OF THE BUSINESS.

Note: -Proprietor, Each Partner / Director, Authorised Officer / person shall fill up the particulars below.
(Separate forms duly filled in and signed shall be furnished in respect of each Partner / Director / Person)

- 01 Full Name :
(in block letter)
- 02 Name of Father / Husband
- 03 Date of Birth
- 04 Educational Qualification
- 05 Extent of interest in the business
 - i. Official Designation
 - ii. Date of Joining in the present capacity
- 06 Present address
- 07 Permanent address
- 08 PAN (Income Tax)
- 09 Other business interests in the state
(Specify details of such interests including relations in business)
- 10 Other business interests outside the state
(Specify details of such interests including relations in business)
- 11 Proof of Identity
(Enclose copy of voter's Identity Card/PAN)
- 12 Reference of two registered dealers with name, address and telephone number.
(Not applicable to Companies incorporated under the Indian Companies Act, 1956)
- 13 Specimen Signature

Affix Passport
Size Photograph

FORM VAT-101 D
FORM OF DECLARATION OF MANAGER ETC

I _____ Son/ Wife of _____
 Status _____ of the business _____
 Address _____

hereby declare that the following person(s) is/are Manager(s) or person(s) duly authorized in respect of the above business and all notices, orders and other communications of the Circle/Range office served on him or either of them, as the case may be, shall be binding for all purpose and intent

S.No	Name and designation	Name of father and husband	Address	Telephone no	Signature of token acceptance
1					
2					
3					

I further declare that any notice, order or communication served on the following persons in respect of the above business shall be binding for all purposes and intent.

S.No	Name and designation	Name of father and husband	Designation with reference to the business	Address with Telephone no	Signature of token acceptance
1					
2					
3					

PART G-2:
APPLICATION FOR REGISTRATION UNDER SECTION 7(1)17(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 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 detail).
- 7 The business is:
 - wholly
 - mainly
 - partly
 - 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 member of
- 10 We keep our accounts in language and script.
- 11 Name(s) and address(es) of the proprietor of the business/partners of the business/ all persons having any interest in the business together with their age, father's name, etc.

S.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 the respect of which this application is made, was first started on

13 The first sale in the course of inter-State trade was effected 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/
 Indian date day of

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

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

(a) resale

(b) use in the manufacture or process of goods for sale

(c) use in mining

(d) use in the generation or distribution of electricity or any other form of power.

(e) 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

PART H-1

APPLICATION FOR REGISTRATION OF OR RENEWAL OF
REGISTRATION OF AN ESTABLISHMENT

The Orissa Shops and Commercial Establishment Rules, 1958

FORM - 1

[See Rule (4)]

Option for New/Renewal

1. Name of the employer ¹[and his father's/her husband's name (in case of married female employer)].
2. Full postal address of the employer.
3. The name, if any, of the establishment.
4. Full postal address of the establishment.
5. The category of the establishment. (*)
6. The date on which the establishment commenced work.
7. No. of employee/employees employed on the date of application.
8. In case of renewal of Registration whether the registration certificate of the previous year enclosed. (only for renewal)

Signature of the employer

*State if it is a shop, an establishment, residential hotel, non-residential hotel, restaurant, cafe, boarding or eating house, theatre or other place of public amusement or entertainment

FORM - 5

[See Rule -11]

NOTICE OF DAILY HOURS OF EMPLOYEES

Commencing 20

.....

Registration certificate

Name of employee	Whether adult, male, or female or child	From	To	From	To
1	2	3	4	5	6

Date Signature of Employer

Note :

- 1. The hours to be specified in this notice shall be normal hours of work exclusive of overtime

FORM - 7

[See Rule -14(1)]

Name of employer/Establishment

Registration Certificate No.....

Notice is hereby given that with effect from..... the establishment shall observe as the weekly holiday.

Signature of employer

Date

PART H-2
APPLICATION FOR REGISTRATION OF ESTABLISHMENTS EMPLOYING CONTRACT LABOUR
Form -I
[See rule 17(1)]

- a. Name of the establishment:
- b. Postal address of the establishment:
- c. Full name and address of the principal employer (Furnish father's name in the case of individual).
:
- d. Full name and address of the manager or person responsible for the supervision and control of the establishment
- e. Particulars of contractors and contract labour :

Name and address of contractors	Nature of work in which contract labour is employed or is to be employed	Maximum No. of contract labour to be employed on any day through each contractor	Estimated date of termination of employment of contract labour
1	2	3	4

DECLARATION

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

Principal Employer (Seal and stamp)

LIST OF ENCLOSURE(S) REQUIRED FOR CLEARANCES

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

Common

1. Detailed project report
2. Constitution of company (TAN, PAN, Deed of partnership)
3. Memorandum and Article of Association in case of " Private Limited" and "Limited" Company and Partnership Deed in case of Partnership Firm.
4. Voters Identity card
5. Manufacturing Process (in brief) with flow chart: (Attach additional sheet)
6. Copy of land documents with clear title to prove ownership for entire patch of land where factory is proposed.(minimum 25% of the land allotted/in possession)
7. Site plan and lay-out map of factory building.
8. Location map of proposed industry (topo map)
9. Land use statement
10. Details address of Banker / Financing Institution & status of Finance.
11. Covering letter and letter of self-certification with provision for signatures (digital signatures, if formed is filled online) for correctness and accuracy of information.

Pollution Control Board

1. Xerox copy of the EMI/ Letter of intent / Industrial License.
2. Xerox copy of Drugs / Explosive / Excise License.
3. Land schedule of the site with certified layout map with drainage/effluent disposal system.
4. Vicinity map indicating distance from local body boundary / water source / monument / forest / educational institution / hospital / human habitation / NH / SH / other road / nallah / river with details about present land use and topography. (5Km radius for SSI Units & 10Km. radius for Medium & 25 Km. Radius for Large Scale Industries)
5. Detail project report (DPR) indicating the capital investment, capital investment in pollution control measures, land use breakup, detailed manufacturing process, process flow chart, air pollution control equipment, ETP details and solid waste management, Detail water balance (both monsoon & non-monsoon) incorporating water consumption, waste water generation from each source, treatment, re-use and quantity to be discharged with discharge point.
6. List of pollution control equipment& installations proposed, if any, with detail drawing & design.
7. List of pollution monitoring equipment proposed.
8. Process flow chart indicating quality & quantity of emission / discharge of pollutants.

Additional Documents for Pollution Control Board

Category A

1. 8 copies of plant layout map of appropriate scale superimposed with revenue map of area clearly showing the location of existing plant activities (if any), proposed plant activities, green belt area, stacks (Chimney), Raw Water Treatment Plant (RWTP) and water storage facilities, Effluent Treatment Plant (ETP), Sewage Treatment Plant (STP), effluent discharge points, air pollution control devices, solid waste disposal area, hazardous waste treatment & disposal areas and colony for industrial project having investment ` 50 crores or above. Else single copy for other industrial project having investment upto 50 crores.
2. Copy of constitution of firm, industrial license.

3. EIA/EMP report prepared as per TOR (if proposal requires environmental clearance as per EIA notification, 2006 of MoEF, Govt. of India).
4. Copy of approved mining plan from IBM/ Ministry of Coal as the case may be. (for mining project only).
5. Copy of mining lease (for mining project only).
6. Copy of environmental clearance (if applicable) for only the project located within critically polluted area.

Category B

1. Projects which requires Environmental Clearance from Ministry of Environment & Forest, Govt. of India and Public Hearing.
 - i. Proposal received from existing units for expansion.
 - ii. Project proposed to be located in approved industrial estate.
2. Lay out map of factory, building along with list of pollution control / monitoring equipment, showing the location of stacks (chimney) effluent treatment plant, effluent disposal area air pollution control devices, hazardous waste treatment and disposal area.

Directorate of Factories & Boilers

1. List of machineries proposed to be installed with breakup of KW ratings.
2. Documents in support of fulfilment of siting criteria in case of stone crushers and Kiln-burnt Brick Units.
3. Plan/ drawings in triplicate prepared in durable paper of size not less than A-1

VAT Registration

1. Rent Agreement
2. Declarations.

Water Resource Department

1. Note justifying the volume of water required for Phase-wise water requirement
2. Water Management Plan - with details of notes on calculation of water required, scheme for water drawl, Lean period water management, disposal of waste water generated and its effect on environment, Waste water generated, Quantity of effluent, Method of disposal
3. Location map of proposed industry on Topo Sheet with site of drawl
4. Recommendation from SLSWCA/DLSWCA/SLNA/Investor Facilitation Cell (if available)

Building plan approval

1. Self-signed Xerox copies of ownership documents
2. Site Plan (based on revenue plan)
3. Layout Plan
4. All Floor Plans (buildings)
5. Elevation (in case of buildings) (with details of: Front, Rear, Right, Left Elevation)
6. Drawing indicating Foundation Plan, Septic tank and Soak Pit location, Ground Water Recharging Point, Drain Section, Area Statement, Fire safety provision plan, water supply/ Plumbing plan, Electrical layout plan, Structural plan, Landscape plan, Schedule of Doors & Windows and openings, Minimum distance between blocks/buildings
7. Copy of certificate of registration of Architect/Engineers/Builder-Developer
8. Copies of plan giving details as prescribed in the application form
9. Affidavit in original in prescribed format

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

SCHEDULE II

[See Rule 3(2)]

This format is used for submission to the State Government for assistance to set up industries under Odisha Industries (Facilitation) Act , 2004 as amended from time to time.

PART C3

Common Part for Both Air & Water Form

1.	Full name of the applicant	
	(a) With Address	
	(d) Full address of the registered office	
	(e) Names, designation & full address of occupier	
2	Location of the Plant : Khata No: Plot No: Mouza: Tahasil: District:	
3	State month and year in which the plant was actual put into commissions or is proposed to be put into Commission	
	(a) (For local Bodies only) (a) Present Population (b) Population covered under regular sewerage facilities. (c) Population covered by conservancy latrines. (d) Population having septic tank/pit privy facilities.	
4 (a)	State working season per year of the plant	
4(b)	Process Continuous/Batchwise	

5. (a) Details of plant facility

Description of facility	Capacity of each unit	Numbers of units

(b) List of the products and by-products manufactured and the production at rated capacity		
Name of Products / By products	Quantity per year	Unit

(b) (ii) Detail process is to be enclosed.

(C) Requirement of Raw materials at rated capacity

Name	Quantity per year	Unit

(d) Facilities available in-house for analysis of environmental Parameter

Water /	Air	Noise	Solid Waste	Haz Waste	Accreditation /Recognition
---------	-----	-------	-------------	-----------	----------------------------

					Empanelled / With Authority / Agency
Parameters	Parameters	Parameters	Parameters	Parameters	Parameters

PART C3

[See Rule 3(2)]

FORM 1

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

1) Fuel Use

Fuel	Annual Consumption	Unit

2 (a) Emission Details

Sno. of stacks	Stack Attached to	Height of stack above ground level (in meters)	Stack dia at top (in meters)	Gas quantity (Nm ³ /hr)	Flue gas temperature °C	Exit velocity of gas/sec	Estimated Quantity of Emission (in Kg/day & mg / Nm ³ as per rated capacity)			
							PM	NO _x	SO ₂	Other Specify
1										
2										

(b) Details of Air Pollution control system. Give detailed specification (Collectors, precipitators, scrubbers etc.)

Source / Fugitive Emission	Air pollution control system Installed	Stack Number Corresponding Table	Detail specification	Type of Dust Handling Device Installed at the hopper of PC Equipments

(c) Fugitive emission details

Source of fugitive emission	Type of Pollutant	Estimated Quantity of Emission	Control Measures adopted

(d) Flue Gas Sampling and Analysis Facility Arrangements

Stack No (As per table 2(a) Column 2	Online - Yes / No If Yes Parameter Name	Manual (Yes / No) If Yes Parameter

3. Internal Road Network

Total Length of Internal Road Networks in Sq. M (Length X Width)	Area already Black Topped / Concreted	Dust Suppression Measures Provided

4. Give the following details

(a) Total investment in APCM

(b) The annual operation and maintenance cost of all APC devices

(c) projects of APC under planning / implementation (if any)

5 Other relevant information if the applicant desire to provide

PART C-4

THE WATER (PREVENTION AND CONTROL OF POLLUTION ACT, 1974(ACT, 6 OF 1974) FORM IV

1. Water source and consumption details

Area of use	Quantity in m ³ /d	Source of water
Process		
Boiler feed		
Cooling and spraying		
Domestic		
Other		
Total		

2. (a) Effluent generation

Sl No	Sources of Effluent Generation	Quantity of Effluent Generation in KLD	Characteristic Of effluent	Batch wise / Continuous

(b) Treatment facilities

Sl No	Source of Waste Water As Per Stream 2 (a) sl No. 2	Treatment Facility at Source / Centralized	Capacity Treatment facility	Quantity Recycled	Quantity Discharged	Point of Discharge (recipient water body /land)

(c) Storm water Treatment facility provided if any : Text

Quantity of contaminated surface runoff generated in KLD	Capacity of Treatment Facility	Provision for reuse	Quantity of discharge	Recipient Water Body /land	Distance from the plant
--	--------------------------------	---------------------	-----------------------	----------------------------	-------------------------

(d) Domestic Water Treatment

Details of STP Provided	Population Covered under treatment facility	Reuse of treated effluent	Quantity of discharge	Recipient Water Body /land	Distance from the plant
-------------------------	---	---------------------------	-----------------------	----------------------------	-------------------------

(e) Outlet Details

Sl No	Description of Outlet indicating location	Structural details of outlet (pipe /concrete drain/etc/ pumping discharge)	Quantity of discharge	Source of effluent 2 (a) sl No. 2	Discharged to River Stream Land

(f)REPORT OF ANALYSIS OF EFFLUENT/SEWAGE DETAILS

Reference outlet No E Sl No. 1	Quality Parameter	Effluent before treatment			Effluent after treatment		
		Max	Min	Avg	Max	Min	Avg

3. Environmental Management cell

a) Whether an environment management cell is functional / established	: Y ES/N 0
b) Manpower in the cell (Enclose Chart)	:

4. Give the following details

(a) Total investment in WPCM	
(b) The annual operation and maintenance cost of all WPC devices	
(c) projects of WPC under planning / implementation (if any)	

Online - Yes / No

5. Online Monitoring system is available : yes / No if Yes : Parameter Name

6. Details of solid waste management

Solid waste management				
Solid waste generation	Source of generation	Type of waste	Quantity of generation (TPA)	
Solid waste management	Type of waste	Quantity reused / Utilized	Area of Reuse / Utilization	Quantity disposed of
Solid waste disposal site description	Type of waste	Area of disposal site	Safe Guard Measures	Description of site

THE MINES

1.	Name of the Mine	:																																								
2.	Name of the lessee	:																																								
3.	Detail Postal Address of the Lessee	:																																								
4.	Whether New or Expansion																																									
5.	E-mail address	:																																								
6.	Phone No.	:																																								
7.	Lease Area Details in Ha.	-																																								
	a. Forest area	-																																								
	b. Non - Forest area	-																																								
	c. Other area if any	-																																								
	d. Total area	-																																								
8.	Lease deed executed with effect from:-																																									
9.	Period of lease																																									
10.	Date of expiry of lease																																									
11.	Status of RML if any (applied for 1 st RML, 2 nd RML or 3 rd RML with date)																																									
12.	<table border="1"> <tr> <th>Mineral (s) to be excavated</th> <th>Drop Box (Select)</th> <th>↓ Quantity</th> <th rowspan="10">Provide multiple option</th> </tr> <tr> <td></td> <td>Manganese</td> <td></td> </tr> <tr> <td></td> <td>Chromite</td> <td></td> </tr> <tr> <td></td> <td>Iron</td> <td></td> </tr> <tr> <td></td> <td>Bauxite</td> <td></td> </tr> <tr> <td></td> <td>Coal</td> <td></td> </tr> <tr> <td></td> <td>Limestone</td> <td></td> </tr> <tr> <td></td> <td>Dolomite</td> <td></td> </tr> <tr> <td></td> <td>Limestone & Dolomite</td> <td></td> </tr> <tr> <td></td> <td>Other Minerals</td> <td></td> </tr> </table> <p><u>If other minerals</u></p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Minerals</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>			Mineral (s) to be excavated	Drop Box (Select)	↓ Quantity	Provide multiple option		Manganese			Chromite			Iron			Bauxite			Coal			Limestone			Dolomite			Limestone & Dolomite			Other Minerals		Sl. No.	Minerals						
Mineral (s) to be excavated	Drop Box (Select)	↓ Quantity	Provide multiple option																																							
	Manganese																																									
	Chromite																																									
	Iron																																									
	Bauxite																																									
	Coal																																									
	Limestone																																									
	Dolomite																																									
	Limestone & Dolomite																																									
	Other Minerals																																									
Sl. No.	Minerals																																									
16.	Production details of last five years.																																									
	Year	Name of Mineral 1	Production in Tonne	Name of Mineral 2	Production in Tonne	Name of Mineral 3	Production in Tonne	Name of Mineral 4	Production in Tonne																																	
17.	Type of mining(manual/OTFM (Other than fully mechanized)/ FM (fully mechanized))																																									
18.	Stripping Ratio ORE:OB (Ton: cum)																																									
19.	Pit/Quarry details:																																									

	(i) Nos. of working pit/quarry (ii) Nos. of Non-working pit/quarry (iii) Nos. of abandoned pit/quarry if any (iv) Proposal of development of additional pit/quarry if any & its number(s) (v) Area of working pit/quarry in Ha (vi) Area of non-working pit/quarry in Ha (vii) Area of abandoned pit/quarry in Ha (viii) Area of the proposed pit/quarry in Ha.	:	
20.	Crushing & Screening Plant details		
	Crusher/Screen	Capacity in TPH	Type of plant(Mobile/static)
	Operating hours per day	Pollution Control System Installed	
	(a) No. of Crusher (i) (ii) (iii)		
	(b) No. of Screen (i) (ii) (iii)		
21.	Ore beneficiation plant		
	Mineral beneficiat ion/coal washery	No	Dry Beneficiation/Wet beneficiation
	Through put capacity in TPH	Output capacity in TPH	Operating hours per day
			Pollution Control System Installed
22.	Mineral/Coal handling plant (MHP/CHP)		
	No	Capacity in TPH	Operating hours per day
			Pollution Control System Installed
23.	Railway siding details		
	No	Quantity of Mineral handled in MTPA	Pollution Control System Installed
24.	Water uses:		
	Purpose	Quantity in KLD	Source {Groundwater/ Surface water (name)/other}
	Name of source		
	(j) Drinking/Domestic (ii) Water sprinkling (iii) Wet beneficiation/washery (iv) Plantation (v) Others		

25.	Name of the nearest surface water body (River/stream/Nalla) and its distance from the lease boundary with direction.					
	Name of water body			Distance in KM		Direction
26.	Management of top soil, OB rejects/waste					
	Area	Nos.	Area in covered in Ha	Control measures taken		Angle of slope
	Top soil dump					
	OB dump					
	Reject/waste dump					
	Tailings pond					
27.	Air Pollution Control with details					
	Source			Air pollution control measures taken		
	Drilling and blasting					
	Excavation					
	Loading and unloading					
	Transportation on haul road					
	Ore/mineral stack yard					
	Dump area					
Mine benches						
28.	Water Pollution Control with details of the treatment systems					
	Source	Quantity of wastewater discharge in KL/hr	Control measures (existing/proposed)	Details of measures	Treated wastewater discharged to(own land/outside land/surface water body or reused completely)	Name of discharge location
	Mine drainage water during monsoon					
	Mine drainage water during other season					
	Strata water of UG mines					
	Surface runoff from various areas					
	Beneficiation plant					
	HEMM maintenance shop/work shop					
Township/colony/other domestic sources						

29.	Plantation Details of last five years													
	Year	Location	Area in Ha	No of trees planted	Survival in %									
30.	Status of Environmental Clearance under the provision of EIA Notification c. If applied - (i) Date of application to MoEF/SEIAA - (ii) Quantity applied for - (iii) Present status - (b) If obtained- (i) Date of clearance - (ii) Quantity approved - (iii) Increase of production from _____ to _____ TPA/ MTPA -													
31.	Status of Consent to Establish (CTE) d. If applied - (i) Date of application - (ii) Quantity applied for - (iii) Present status - (b) If obtained (i) Date of clearance - (ii) Quantity approved - (iii) Increase of production from _____ to _____ TPA/ MTPA - (iv) CTE obtained for other mineral handling plants/facilities: <table border="1" data-bbox="521 1066 1511 1167"> <thead> <tr> <th>Sl No.</th> <th>Name of Mineral Handling facility</th> <th>Letter No. and date</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Sl No.	Name of Mineral Handling facility	Letter No. and date						
Sl No.	Name of Mineral Handling facility	Letter No. and date												
32.	Status of Forest Clearance (FC)/Temporary working permission (TWP) e. If applied (i) Date of application for FC/TWP - (ii) Area applied for FC/TWP - (iii) Present status - f. If obtained i. Date of Forest clearance/TWP - (ii) Area for which FC/TWP has been obtained - (iii) FC/TWP validity period -													

PART D-2
APPLICATION FOR REGISTRATION AND GRANT OF LICENCE
(Rule 5 of Odisha Factories Rules, 1950 under Section 6 and 7 of the Factories Act, 1948)

" New License/ Renewal 1yr/ Renewal 5Yr/ Amendment of License/ Transfer of License"
(Radio button to be provided)

1. Reference Number and Date of Approval of Plans (No..... Dt.....)
2. Manufacturing process(es) carried on during the last twelve months or to be carried on in the next twelve months
3. Maximum number of workers employed during last twelve months or to be employed in the next twelve months
4. Total amount of Electrical Power (in Kilowatt) installed or proposed to be installed
5. Full name and residential address of the person who shall be the Manager of the factory
6. Full name and residential address of the Occupier [as per Section 2(n)] with-(Pull down menu)
 - (i) Proprietor
 - (ii) Partners
 - (iii) Directors
 - (iv) The Chief Administrative Head

Date :-

Signature of Occupier

Date :-

Signature of Manager

PART D-3
APPLICATION FOR REGISTRATION OF BOILERS
(Section 7 of the Boilers Act, 1923)

1. Name of the Owner or Agent: (Auto fill option editable)
2. Address where the Boiler shall be used : (Auto fill option editable)
3. Description of the Boiler
 - (i) Boiler Maker / Manufacturer
 - (ii) Boiler Maker's Number
 - (iii) Type of Boiler
 - (iv) Evaporation Capacity / Maximum Continuous Rating
 - (v) Steam Parameters (Intended Working Pressure and Steam Temperature)
 - (vi) Heating Surface Area
4. Date of last Hydraulic Test and Pressure applied

PART F-2
COMPLETION CERTIFICATE (Building)

FORM - VI
PART - I

From: _____

(Name and address)

TO
THE VICE-CHAIRMAN,
BHUBANESWAR DEVELOPMENT AUTHORITY
BHUBANESWAR.

Sir,

I hereby certify that the development, of erection, re-erection or for material alteration in respect of the building on Plot No. _____, Khata No. _____ Village/Mouza _____ of _____ Municipal Corporation/Municipality/NAC within the Development Area of _____ has been supervised by me and has been completed on _____ according to the plans sanctioned vide No. _____ dated _____. The work has been completed to my best satisfaction, the workmanship and all the materials (type and grade) have been used strictly, in accordance with the general and detailed specifications. No provisions of the code, conditions prescribed or orders issued there under have been transgressed in the course of the work. The land is fit for construction for which it has been developed or re-developed or the building is fit for use for which it has been erected, re-erected or altered, constructed and enlarged.

I hereby also enclose the plan of the building completed in all aspects.

Signature of Empanelled
Technical Person

Name of the Technical Person

LIST OF ENCLOSURE(S) REQUIRED FOR CLEARANCES

DOCUMENTS TO BE SUBMITTED ALONGWITH SIGNED COPY OF APPLICATION FOR CONSENT TO OPERATE UNDER WATER (PREVENTION & CONTROL OF POLLUTION) ACT, 1974 AND AIR (PREVENTION & CONTROL OF POLLUTION) ACT, 1981.

a) Industrial Projects

1. Adequate fees prescribed for obtaining consent to operate, along with latest audited balance sheet.
2. Compliance to the conditions stipulated in consent to establish (CTE) issued by the Board for 1st time consent to operate case.
3. In case of renewal of consent to operate (CTO), compliance status to the conditions stipulated in previous consent to operate order/ conditions of bank guarantee (if any) issued by the Board / directions if any issued for time bound compliance.
4. Copy of Environmental Clearance of Ministry of Environment, Forest & Climate Change (MOEF&CC)/State Environmental Impact Assessment Authority (SEIAA) (if applicable).
5. Latest layout map of the factory.
6. Copy of latest environmental statement.
7. Process flow chart and detailed manufacturing process

b) Mining Projects

1. Adequate fees prescribed for obtaining consent to operate.
2. Copy of Environmental Clearance of Ministry of Environment, Forest & Climate Change (MoEF& CC) / State Environmental Impact Assessment Authority (SEIAA) (if applicable).
3. Copy of Consent to Establish order.
4. In case of consideration of fresh consent to operate, compliance status of the conditions stipulated in consent to establish (CTE) issued by the Board.
5. In case of renewal of consent to operate (CTO), compliance status to the conditions stipulated in previous consent to operate order issued by the Board.
6. Copy of lease deed/renewal executed.
7. Copy of latest approved mining plan & mine closure plan.
8. Copy of Forest Clearance/Temporary Working Permission order.
9. Copy of last IBM return.
10. Copy of last Environmental Statement

PARTICULARS/ DOCUMENTS REQUIRED BY DIRECTORATE OF FACTORIES & BOILERS FOR REGISTRATION & GRANT OF LICENSE UNDER FACTORIES ACT.

FOR NEW

1. Construction completion report from management as per approved plan.
2. Resolution of Director/partners nominating one to act as Occupier under section 2(n) of Factories Act.
3. Original copy of Stability Certificate.
4. . Safety Policy, if applicable (Non-Mandatory)(as per rule 12-AA)

PARTICULARS/DOCUMENTS REQUIRED FOR REGISTRATION OF BOILERS..

1. IBR Folder with relevant certificate & Drawings.

PARTICULARS/DOCUMENTS REQUIRED FOR BUILDING COMPLETION CERTIFICATE

1. Plan of the building completed in all aspects

(b) For Schedule III, the following Schedule shall be substituted, namely:--

“ Schedule III ”

Declaration of Self Certification to be filed along with Combined Application Form

[See rule 3 (4)]

IS/o / D/o /w/o..... aged residing at..... who is the (Designation) ofM/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 Application Form/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 actions 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:

Name & Signature of Proprietor/ Managing Partner/
Managing Director/ Authorised Signatory.”;

Schedule IV
Register of Application
[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 of 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.

(c) For Schedule V, the following Schedule shall be substituted, namely:--

“ Schedule V

Acknowledgement

[See rule 2A (2) & rule 5(1-6)]

Received the Project Assessment Application Form /Combined Application Form of M/s
.....on----- in complete shape containingpages for
obtaining clearances for establishment of -----

Place:

Date:

Authorised representative of
the Concerned Agency with Official seal.”;

Schedule VI
Time limits for disposal of Application
[See rule 5(5)]

S. No.	Department	Disposal of Application	Time Limit (Working Days)
		DISCOMs	
1.	Energy	Time taken from request for connection to release of connection where infrastructure is available	15
2.		Time taken from request for connection to release of connection where infrastructure is not available	30
		Odisha State Pollution Control Board	
3.	Environment & Forests	Consent to Establish:	
a		'A' Category after obtaining environmental clearance	60
b		'B' Category after obtaining environmental clearance	45
c		'C' Category	30
4.		Permission under Hazardous Waste (Handling & Management) Rules	30
5.		Consent to Operate	
a		'A' Category after obtaining environmental clearance	60
b		'B' Category after obtaining environmental clearance	45
c		'C' Category	30
			Directorate of Factories and Boilers
6.	Labour & ESI	Approval of Factory Plan for Non-Hazardous factories	30
7.		Approval of Factory Plan for Hazardous factories	60
8.		Approval of Factory Plan for Major Accident Hazard (MAH) factories	60
9.		Registration and Licensing of Factories	60
10.		Renewal/Amendment/Transfer of factory license	30
11.		Issue of duplicate license	30

S. No.	Department	Disposal of Application	Time Limit (Working Days)
12.		Inspection of Boilers & issue of provisional orders to operate boilers	15
13.		Approval of repair order of Boilers	15
14.		Steam pipeline drawing approval	30
15.		Registration of Boilers	30
16.		Endorsement of Certificates of Boiler Operation Engineers, Boiler Attendants and Welders issued by other States	15
17.		Revalidation of Welders' certificates	15
		Labour Commissioner	
18.		Registration under Odisha Shop and Commercial Establishment Act, 1956	15
19.		Renewal of Registration under Odisha Shop and Commercial Establishment Act, 1956	15
20.		Contract Labour (R & A) Act, 1970 i) Registration (one time) ii) Licence iii) Renewal (annual)	15
21.		Industrial Employment Standing Order Act, 1946	45
		UDA/Municipalities	
22.		Building Plan Approval	60
23.		Housing & Urban Development Issuance of Occupancy Certificate (Applicable to Bhubaneswar Development Authority and other Development Authorities & ULBs)	30
24.		Trade License	15
25.		Water Connection	45
26.		Conversion of Land Use under master plan	60
	Finance		
27.	Commercial Taxes		
	Registration under VAT Act	3	

S. No.	Department	Disposal of Application	Time Limit (Working Days)	
28.		Registration under CST Act	3	
29.		Registration for Profession Tax	3	
30.	Industries	Sanction of incentives under IPR 2015	30	
		IDCO		
		Decision on Land Allotment within IDCO Estates outside BMC Area		
31.		Allotment Letter after receipt of recommendation letter from Single Window Authority	30	
32.		Execution of Lease Agreement subject to compliance of T & C of allotment	15	
33.		Issue of Possession Certificate	15	
		Decision on Land Allotment within IDCO Estates within BMC Area		
34.		Allotment Letter after receipt of recommendation from HLCC	30	
35.		Execution of Lease Agreement subject to compliance of T & C	15	
36.		Issue of Possession Certificate	15	
37.		MSME	Approval of EM-1	1
38.			Approval of EM-2	2
39.	Sanction of Interest Subsidy, Capital Investment Subsidy and VAT Reimbursement		30	
	Home	Directorate of Fire		
40.		No Objection Certificate	30	
41.	Revenue & Disaster Department	Conversion of land use in all other areas (except ULBs)	60	
42.	Health & Family Welfare	License under Drug and Cosmetics Act	30	

(e) For Schedule VII, the following Schedule shall be substituted, namely:--
Schedule VII

Performa for Deemed Approval from the Nodal Agency
 [See rule 7 (3)]

The final orders in respect of following applications, as detailed below, submitted to the statutory authority through the Nodal Agency on date mentioned against each have not been received within the stipulated dates as at schedule IX of OIF Rules

The clearance(s) sought by the industrial units is deemed to be approved by the Nodal Agency on (date).

S. No.	Name of the Unit	Form No.	Type of Clearance	Designation of Statutory Authority	Date of Submission	Date as per stipulation in OIFA/Rules

Note: The deemed approval provided above shall stand withdrawn upon receipt of formal clearances/approvals from the concerned authority(ies).

Place:

Date:

Name and Designation of the
 Competent Authority
 along with Seal.”;

(f) For Schedule VIII, the following Schedule shall be substituted, namely:--
“ Schedule VIII

**Communication of Approval/Rejection of District Level Single Window Clearance
Authority**
[See rule 7(1)]

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.

Reasons for rejection in case of rejected cases

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

Place:

Date:

Signature of the Competent Authority
along with official seal
Name
Designation.....”;

(g) For Schedule IX, the following Schedule shall be substituted, namely:--

“ Schedule IX

Communication of Approval/Rejection of State Level Single Window Clearance Authority/ High Level Clearance Authority

[See rule 7(2)]

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 / High Level Clearance Authority.

Reasons for rejection, in the case of rejected projects

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

Place:

Date:

Signature of the Competent Authority
along with official seal

Name

Designation.....”;

(h) After Schedule IX, the following Schedules shall be inserted, namely:--

“ Schedule IXA

Memorandum of Appeal before the High Level Clearance Authority/ State Level Single Window Clearance Authority

1	Full name of the Appellant	:	
2	Address	:	
3	Combined Application Form ID No.	:	
4.	Date of receipt of communication of decision of the Authority	:	
5	Subject matter in brief	:	
6	The grounds for appeal	:	

Verification

I, Sri..... Son/ Daughter/ Wife of , Proprietor/ Partner/ Managing Director/ Authorized Signatory of M/s..... hereby declare that the particulars furnished in the appeal are in best of my knowledge and belief true and correct and that I have not suppressed any material facts.

Signature of the Appellant

Place.....

Date.....

Schedule IXB
Monthly Progress Report
DLSWCA to SLSWCA/ SLSWCA to HLCA
 [See rules 4A and 4B]

Name of the District:

S. No.	ID No.	Name of the Applicant	Investment (Rs. Lakhs)	Employment (No.)	Project clearances						Referred to SLSWCA/HLCA
					OSPC B	Factories & Boilers	DISCOM S	Water Resources/PHE D	Municipality/Development Authority	Others -PI specify	

A separate sheet is to be attached providing reasons for projects
 (i) deferred or rejected by the concerned authority;
 (ii) referred to the State Level Single Window Clearance Authority; and
 (iii) referred to High Level Clearance Authority.

Authorised representative of
 the Nodal Agency with Official seal.”.

By order of the Governor.

Principal Secretary to Government.