

The Tripura Industries (Facilitation) Rules, 2020

As amended upto 1st Amendment dt. October 12, 2020 (DRAFT)

F. No. DI/TIDA/4(31)/2019/Part-I/4727
Government of Tripura
Department of Industries & Commerce
Shilpa Udyog Bhawan, Khejurbagan

NOTIFICATION

Agartala, the 12th March, 2020

WHEREAS, Section 28 of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), empowers the State Government to make Rules to give effect to the provision of the Act and for matters connected therewith or incidental thereto;

AND WHEREAS, according to Section 28(a) of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), draft rules under the Act were published in the Tripura Gazette on 19th November, 2019, inviting objections and suggestions from all persons likely to be affected thereby within a period of 15 days from the date of publication of the notification;

AND WHEREAS, the objections and suggestions within the specified time have been duly considered and the draft rules have accordingly been finalized;

NOW THEREFORE, having regard to that considering all aspects, the State Government publishes the following Rules namely "Tripura Industries (Facilitation) Rules, 2020".

The Tripura Industries (Facilitation) Rules, 2020

CHAPTER - I

PRELIMINARY

1. Short title, extent and commencement:

- (1) These may be called the Tripura Industries (Facilitation) Rules, 2020 and also to be known as Single Window Approval by All Government Agencies in Tripura (SWAAGAT) Rules, 2020
- (2) They shall extend to the whole of the State of Tripura.
- (3) They shall come into force on and from the date of their final publication in the Tripura Gazette.

2. Application: These rules shall apply to various clearances required under various enactments for setting-up of industrial units in the State of Tripura.

3. Definitions:

(1) In these rules unless the context otherwise requires-

- (i) "Act" means The Tripura Industries (Facilitation) Act, 2018 (Act No-5 of 2019);
- (ii) "Combined Application Form" means the form referred to in the rule 7 of these rules;
- (iii) "Form of Self-Certification" is the format referred to in the rule 10 of these rules;

- (iv) “SWAAGAT Application” means the “Combined Application Form” submitted by an entrepreneur to set up industrial unit in the State for Single Window Approval by All Government Agencies in Tripura (hereinafter called as SWAAGAT);
 - (v) “SWAAGAT Approval/Rejection Certificate” is a certificate issued under rule 12 of these rules;
 - (vi) “Time Limit” means the number of working days within which a decision has to be taken by the competent authority from the date of receipt of SWAAGAT application;
and
 - (vii) “User Charge/Fee” means the amount charged by the Government for processing SWAAGAT Application.
- (2) Words and expressions used and not defined herein but defined in the Act shall have the meaning assigned to them in the ACT.

CHAPTER-II

FUNCTIONS OF DIFFERENT CLEARANCE COMMITTEES

4. High Level Single Window Clearance Committee:

In exercise of the powers conferred by Section 5(1) & (2) of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), the Government hereby specifies the following functions:

- (1) The High Level Single Window Clearance Committee (HLSWCC) shall meet at least once in six months or at any time at Agartala or such other place as the Chairman may specify from time to time to transact its business.
- (2) Eligible proposals received from entrepreneurs at least 21 days prior to the ensuing HLSWCC meeting shall be placed before the Committee.
- (3) The Member-Secretary shall by issuing a meeting notice, convene a meeting HLSWCC indicating the date, time and place of the meeting. He shall enclose agenda and notes on the projects highlighting therein the proposal in brief and assistance, support or infrastructure facilities, which are required by the entrepreneur to the meeting notice for the transaction of business in the said meeting. He shall send a notice of meeting at least seven days in advance.
- (4) Member-Secretary shall also send communication intimating the date, time and place of the HLSWCC meeting to the entrepreneurs, whose proposals are included in the agenda.
- (5) All the members and invitees of the HLSWCC shall attend the meeting. In case the Principal Secretary or Secretary or the Head of Department or Chief Executive of a Government agency is preoccupied with other important engagements or business, he shall depute the senior most officer to attend the meeting on his behalf with full briefing of the departmental views.
- (6) The HLSWCC shall examine all the proposals placed before it and take appropriate decisions.
- (7) The Member-Secretary of the Committee shall within seven days prepare the proceedings of the HLSWCC taking into account the departmental opinion or concurrence given by the Departments in the meeting.
- (8) After getting approval from the Chairman of HLSWCC, the Member Secretary shall circulate the proceedings among all the members. If no comments are received within 15 days of dispatch of proceedings it shall be presumed that the proceedings are confirmed.
- (9) Within 15 days after confirmation of the proceedings of the HLSWCC, the Industries & Commerce Department, shall take further action to issue Government Order sanctioning infrastructural assistance and incentives and concessions if any, without any further consultation with the concerned Departments.

Provided that in case of sectors other than Industries and Commerce, the concerned Administrative Department of the State Government shall initiate similar action by issuing Government Orders within fifteen days.

- (10) Copies of the order shall be sent to all the field departments and entrepreneurs concerned.
- (11) Within thirty days from the date of receipt of the formal Government Order by the Department concerned, the other departments shall take action for issue of consequential orders or notifications, as the case may be.

5. State Level Single Window Clearance Committee:

In exercise of the powers conferred by Section 8 of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), the Government hereby specifies the following functions:

- (1) The State Level Single Window Clearance Committee (SLSWCC) shall meet at least once in four months or at any time at Agartala or such other place as the Chairman may specify from time to time to transact its business.
- (2) The Member-Secretary shall issue a meeting notice convening a meeting of the State Level Single Window Clearance Committee indicating the date, time and place of meeting. He shall enclose agenda to the meeting notice for transaction of business in the said meeting. He shall send notice of meeting at least seven days in advance of the meeting. Member-Secretary shall also send notice intimating the date, time and place of the SLSWCC meeting to the entrepreneurs, whose proposals are included in the agenda.
- (3) He shall place all the proposals received before the Committee for its consideration.
- (4) The State Level Single Window Clearance Committee shall examine all the proposals placed before it and take appropriate decisions.
- (5) The Member-Secretary shall prepare proceedings and obtain the approval of the Chairman of State Level Single Window Clearance Committee within seven days of the meeting.
- (6) After the proceedings are approved, the Member-Secretary shall communicate the decision of the Committee within a period of seven days from the date of such approval to the authorities or departments concerned and to the entrepreneurs concerned.

6. District Level Single Window Clearance Committee:

In exercise of the powers conferred by Section 11 of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), the Government hereby specifies the following functions:

- (1) The District Level Single Window Clearance Committee (DLSWCC) shall meet at least once in three months or at any time at District Headquarters or such other place or places as the Chairman may specify to transact business of the Committee.
- (2) The Member-Secretary shall issue a meeting notice, convening a meeting of the District Level Single Window Clearance Committee (DLSWCC) indicating a date, time and place of the meeting. He shall enclose agenda to the meeting notice for the transaction of the business in the said meeting. He shall send notice of meeting at least seven days in advance.
- (3) He shall place all the proposals received before the Committee for its consideration.
- (4) The District Level Single Window Clearance Committee shall examine all the proposals placed before it and take appropriate decisions.
- (5) The Member-Secretary shall prepare proceedings and obtain the approval of the Chairman of District Level Single Window Clearance Committee within seven days of the meeting.
- (6) After the proceedings are approved, the Member-Secretary shall communicate the decision of the Committee within a period of seven days of such approval to the authorities or department concerned and to the entrepreneurs concerned.

CHAPTER-III

MISCELLANEOUS

7. Combined Application Form (CAF):-

In exercise of the powers conferred by Section 17 (1) & (2) of the said act the Government hereby specifies the combined application forms (including online forms) :

- (1) The applicant seeking clearances as required for establishment of an industrial unit shall apply in the Combined Application Form - Establishment (including its online form) for issue of SWAAGAT Approval Certificate in Schedule-I.
- (2) The applicant seeking clearance required for operation of an industrial unit before commencement of commercial production, shall apply in the Combined Application Form - Operation (including online form) prescribed in Schedule-II.
- (3) The Combined Application (including online form) Form duly filled in shall be submitted by attaching the relevant enclosures, certificates, attachments, fees, etc., (either manually or online)
- (4) The applicant shall furnish self-certification (including in online form) as prescribed in Schedule-III along with the application at the time of submission of application forms.
- (5) The self-certification as prescribed in Schedule-III & III-A to this rule in cases wherein the proposed activity involves felling only of exempted trees. In cases where both felling of exempted and non-exempted trees are involved, the provision of self-certification shall not apply.
- (6) There shall be a check list appended to the Combined Application Forms which shall be completed and signed/certified online by the applicant and scrutinized & accepted by the authorized representative of the nodal agency.
- (7) The authorized representative of the nodal agency/concerned Department shall satisfy himself /herself that:
 - (i) The application is in complete shape;
 - (ii) All relevant and prescribed documents have been enclosed (manual or online);
 - (iii) The prescribed fees receipts have been paid online or proof enclosed;
 - (iv) Self-Certification has been done online or furnished by the applicant;
 - (v) The checklist has been filled correctly (manual or online) and submitted/signed by the applicant.
- (8) The following procedure shall be followed for Processing and Monitoring of the Combined Application Form (and its equivalent in online format):
 - (i) The particular of the application for which the acknowledgement is issued is to be entered online/in the register in a prescribed format as per Schedule-IV.
 - (ii) The online particulars so entered/Register of applications shall be scrutinized and approved by the Head of the Nodal Agency.
 - (iii) The relevant parts of the Combined application form along with enclosures shall be sent to the competent authorities within three working days from the date of issue of acknowledgement.
 - (iv) The competent authority shall process the application and communicate the decision to the nodal agency within the prescribed time limit as mentioned in the Schedule-VII.
 - (v) The competent authority may ask for additional information from the applicant, only once within three days from receipt of the application and before the expiry of the time limit, under intimation to the nodal agency.
 - (vi) The time limit will be applicable from the date the additional information has been furnished.

- (vii) The competent authorities will send their approvals within the time limit to the Nodal Agencies, which in turn will issue a consolidated SWAAGAT approval certificate to the applicant along with the competent authority's approval order.
- (viii) In the wake of non-receipt of competent authority's approval within the prescribed time limit, the nodal agency shall process to issue SWAAGAT approval certificate for the said unit, based on the self-certification of the unit holder. For those cases where the additional information as required by the competent authority from the applicant is pending, the SWAAGAT approval certificate will be put on hold until the required information is furnished in complete shape by the applicant to the competent authority.
- (ix) The District Nodal Agency and the State Nodal Agency shall communicate the approvals and rejections in the format in Schedule-V(A)/V(B) or Schedule VI(A)/VI(B) as the case may be.
- (x) The State Nodal Agency shall ensure there are no delays at any level, either at the District level Nodal Agency or at the State level. Cases involving delays shall be placed before High Level Single Window Clearance Committee once in six months.

8. Time limit for issue of clearances:

In accordance of Section 18 of the said Act the State Government hereby specifies the maximum time limit of thirty days for issue of license/clearance/NOCs/no-objections etc. (Establishment and Operation) from the date of issue of acknowledgement (including online). The time limits of different Departments/Organization are specified under Schedule-VII which may be modified from time to time by the State Government by notification.

9. User Charges/Fees:

In exercise of the powers conferred by Section 17 (3) of the said Act, the applicants shall pay user charges as processing fees in such manner and at such rate as specified in Schedule-VIII in addition to the existing fees/charges prescribed for issuance of license/clearance/NOCs/no-objections etc. by each Department/Organization. These charges are subject to revision by the Government from time to time. The charges so collected shall be accrued in an account, to be maintained by the Tripura Industrial Development Corporation (TIDC) Ltd. The fees/charges collected for issuance of license/clearance/NOCs/no-objections etc. of respective Department/Organization will be transferred online or otherwise to corresponding Department/Organization. The user charges collected as processing fees will be used for meeting all such expenses which are required to implement the Act including, inter-alia, recurring expenditure like purchase of consumables, travel cost with regard to issuance of SWAAGAT approval certificate, conducting pre-scrutiny meetings, District and State level meetings and other incidental expenses.

10. Self-Certification:

- (1) In exercise of the powers conferred by Section 19 (2) of the said act, the Government hereby specifies the format of "Self-Certification" as per Schedule- III/IIIA for submission by the applicants at the time of submitting the SWAAGAT application forms to the Nodal Agencies;
- (2) Such Self-Certification shall be furnished on a non-judicial stamp paper or through e-stamping which is to be executed on a Rs. 100/- stamp.

11. SWAAGAT Deemed Approval Certificate :

As per provisions of deemed approval to be provided under Section 20 of the Act, the Government hereby specifies the format of "Deemed Approval", which shall in the form of SWAAGAT Deemed Approval certificate in the format as specified at Schedule-X

12. SWAAGAT Approval/Rejection Certificate:

The Approvals/Rejections granted to the entrepreneurs by the High Level Single Window Clearance Committee, State Level Single Window Clearance Committee and District Level Single Window Clearance Committee as referred to in Section 6, 9 and 12 of the Act shall be in the form of SWAAGAT Approval/Rejection certificate in the format in Schedule V (A)/V(B) or Schedule VI(A)/VI(B) as the case may be.

13. Appeal:

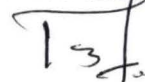
- (1) An appeal under Section 23 (1) & (2) of the Act shall lie.
 - (i) to the High Level Single Window Clearance Committee against the decision of the State Level Single Window Clearance Committee;
 - (ii) to the State Level Single Window Clearance Committee against the decision of the District Level Single Window Clearance Committee.
- (2) Every appeal shall be made in Schedule-IX and shall be accompanied by a fee of Rupees five hundred payable in Demand Draft/Online in favour of M.D., TIDC Ltd. The appeal shall be presented either in person or by an agent duly authorized.
- (3) The appellate Authority shall, after giving a reasonable opportunity of being heard to the appellant, pass such order, as it deems fit. The orders of the Appellate Authority shall be final.
- (4) Every order passed by the Appellate Authority shall be communicated to the Appellate within fifteen days from the date of the order.

14. Rationalization of Inspection:

Under the provisions of Section 25 of the Act, for rationalization of Inspections a Central Inspection System would be functioning under the Single Window Online System when commenced as per the following manner:

- (i) There will be a Centralized Inspection system for conduct of compliance inspections pertaining to the office of the Labour Commissioner, Chief Inspector of Factories and Boilers, Tripura State Pollution Control Board, Municipal Authorities once in a year hereinafter referred to as participating departments.
- (ii) It will be an online system functioning as part of the Online SWAAGAT portal
- (iii) The scheduling of inspections will be done in an automated manner by the online system.
- (iv) The selection of establishments for inspections will be done using computerized risk assessment and allocation of inspectors will be done under the online system.
- (v) The computerized risk assessment will be done as per the risk assessment logic of the participating departments.
- (vi) The Department of Industries & Commerce, Labour, Factories & Boiler Organization, Tripura State Pollution Control Board (TSPCB) and Municipal authorities shall take further necessary action accordingly.
- (vii) Same inspector will not inspect the same establishment twice consecutively.
- (viii) Between two inspections of a unit by different departments, there must be a gap of 3 days for regular inspection. On request and Surprise inspection will not have this mandate.

(BY ORDER OF THE GOVERNOR OF TRIPURA)



(Kiran Gitte)

Secretary to the
Government of Tripura

Schedule-I

(see Rule 7)

Combined Application Form (Establishment)

Company Details

Company Name _____ Constitution of the unit _____

Company / Correspondence Address

District _____ Sub-division _____

Address _____

Pin No _____ Land Type _____

GP/ Ward/ VC _____ Post Office _____

Habitation/ Area/ Building _____

Police Station _____

Authorized Representative (Online User Details)

Name _____ Designation _____

Aadhaar No _____ Mobile _____

e-mail _____ Alternate No _____

Phone _____ Proposal for _____

Proposed Date of Commissioning _____

Factory

Name of the Occupier _____

Address of Occupier _____

Nature and amount of power to be used

Installed _____ Proposed to be installed _____

Reference number and date of approval of the plans of the site

Number _____ Date _____

Reference number and date of approval of the arrangements, if any, made for disposal of trade waste and effluents and name of the authority granting the approval

Number _____ Date _____

License required for how many years _____

Industry Unit Details

Unit Address _____

Pin No _____
Post Office _____ Police Station _____
Fax _____ Contact No _____
Website _____ Email _____

Unit Location

District _____ Land Type _____

Industrial Estate

Estate Name _____

Panchayat

Subdivision _____

Municipality/ULB

Municipality/ULB _____

Plot No _____ Block _____ Ward _____

Gram Panchayat _____

Planning Area _____

Land Record Details

Revenue Circle _____ Tehsil _____

Revenue Mouza _____ Khatian No (New) _____

Plot No :C.S(Sabek) _____ Plot No :R.S _____

Classification of Land _____ Land Area _____

Construction Details

Load Bearing Building (Sq.Mtr) _____ RCC Building (Sq. Mtr) _____

Others Construction _____ Sanitary Latrine Count _____

Boundary Wall (Mtr) _____ Power Supply Agency at _____
the Factory Premises

Proposal For ☐ New ☐ Existing

Investment Details

Type	Amount (In lakhs)
Value of Land as per sale Deed	
Value of Building	
Value of Plant & Machinery or Service Equipment	

Total Project Cost _____

(excluding capital investment on pollution control)

Employment Details

Type	Count
Worker - Men	
Worker - Women	
Management Staff	
Others	

Category Industry ☐ Micro/Tiny ☐ Small ☐ Medium ☐ Large
Total Employment _____ ☐ All Family Member
Working Session _____

Unit Location

Unit Address _____

Pin No _____ Police Station _____

Unit Location

Land Details _____

Industrial Estate ☐

District _____ Estate Name _____ Plot No _____

Panchayat ☐

District _____ Subdivision _____ Block _____

Gram Panchayat _____

Municipality ☐

District _____ Municipality/ULB _____ Ward _____

Land Area _____ Built up Area (Including Parking Cellars) _____

Management

Principal Employer / Owner Details

Name _____

Father's Name _____

Residential Address _____

Photo

P.S. _____ Pin _____

Mobile No _____ Alternate Mobile No _____

Tel _____ FAX _____

Aadhaar No _____ Designation _____

Email _____ Date of Birth _____

Social Status _____ Website _____

Women Entrepreneur ☐ Yes ☐ No

Differently Abled ☐ Yes ☐ No

Minority ☐ Yes ☐ No

Manager Details

Name _____

Father's Name _____

Mobile _____

Residential Address _____

Photo

P.S. _____ Pin _____

Aadhaar No. _____ Date of Birth _____

Please Submit Hardcopy of followings (If any)

Signature Authorization document of Owner & Manager ☐ Yes ☐ No

Signature of Occupier of Factory ☐ Yes ☐ No

Signature of Manager of Factory ☐ Yes ☐ No

Management

Partner Details / Shareholders / President / Secretary

Sl. No.	Name	Father's Name	Age	Sex	Social Status	Profession	Address Permanent	DOB	Mobile No	Date of Joining

Board of Directors

Sl. No.	Name	Permanent Address	Mobile No

Chief Administrative Head

Sl. No.	Name	Permanent Address	Mobile No

Line of Activity

List of Raw Materials to be Used

Sl. No.	Name of Raw Material	Quantity/Month	Unit

Major Raw Material Used _____

- ☐ Bamboo ☐ Rubber ☐ Agri & Horticultural produce
☐ Natural Gas ☐ None of the Above

List of Product & By-products/Finished Products

Sl. No.	Name of Product	Production Capacity/Month	Avg Production Month	Unit

ATTACHMENTS

General

Self Certification Form _____

Company Related Attachments

PAN _____ AADHAAR _____

Udyog Aadhaar

GST

Unit Related Attachments

Land Registration Deed

Combined building plan including all floor plans

and combined site plan

Sl. No.	File Name

Partnership details (or) Articles of Association (AOA)

Process Flow Chart (Diagram / write-up)

Detail Project Report (DPR)

Bank Details

Name of the Bank

Branch Name

Account Type

Account Holder Name

Account Number

IFSC Code

Common Application Form - Establishment

(Questionnaires)

Factories & Boilers

Enter Manufacturing process _____

Category of factory _____

Working Pressure of Boiler in kg/sq. cm _____

Input Heating Surface Area in sq. meter _____

Capacity < 25 Litre ☐ Yes ☐ No

Do you require steam pipeline erection permission ☐ Yes ☐ No

Length of the pipeline (in Meter) _____

Do you require IBR Welder Certificate? ☐ Yes ☐ No

Labour

Does your establishment employ 05 or more contract labour as defined in the Contract Labour (Regulation and Abolition) Act, 1970? ☐ Yes ☐ No

No of Workers _____

Does your establishment employ 05 or more Inter-State migrant workmen as defined in the Inter-state Migrant Workmen Act, 1979? ☐ Yes ☐ No

No of Workers _____

Does your establishment fall under the definition of establishment as per Building and Other Construction Worker (RE&COS) Act, 1996? ☐ Yes ☐ No

No of Workers _____

Is the unit involved in Beedi & Cigar manufacturing? ☐ Yes ☐ No

Machinery Type ☐ Power Driven ☐ Non-Power Driven

No of Workers _____

Is the industry based on plantation? ☐ Yes ☐ No

Area of Plantation (in Ha) _____

Power

Would you like to apply for power connectivity? ☐ Yes ☐ No

Type of connection required ☐ LT ☐ HT ☐ EHT

Drug Control

Is this unit related to pharmacy unit? ☐ Yes ☐ No

PWD - DWS

Does the unit require Raw and Drinking water?

☐ Yes ☐ No

Profession Tax

Do you want to apply for a Certificate of Enrolment / Revision of Certificate of Enrolment under the Tripura Professions, Trades, Callings, and Employment Taxation Act, 1997?

☐ Yes ☐ No

Do you want to apply for a Certificate of Registration / Amendment of Certificate of Registration under the Tripura Professions, Trades, Callings and Employment Taxation Act, 1997?

☐ Yes ☐ No

Excise

Is any bottling of alcohol process involved?

☐ Yes ☐ No

Is the unit distillery related?

☐ Yes ☐ No

Forest

Is there any need to Fell trees in Proposed Site?

☐ Yes ☐ No

Number of trees to be felled (Girth of tree > 30 centimeters) _____

Is Carrying Forest produce involved?

☐ Yes ☐ No

Pollution

Do you require Environmental Clearance (EC)?

☐ Yes ☐ No

Category of Industries _____

Pollution Category ☐ Red ☐ Green ☐ Orange

Legal Metrology

Does the unit intend to manufacture weights, measures, weighing & measuring instruments?

☐ Yes ☐ No

Electrical Inspectorate

Number of floors of the factory building _____

Number of shed except multistoried buildings _____

Factory

Name of the Occupier _____

Address of Occupier _____

Nature and amount of power to be used

Installed _____ Proposed to be installed _____

Reference number and date of approval of the plans of the site

Number _____ Date _____

Reference number and date of approval of the arrangements, if any, made for disposal of trade waste and effluents and name of the authority granting the approval

Number _____ Date _____

License required for how many years _____

Boiler

Boiler Erection Agency / Personnel

Sl. No.	Name	Mobile No	Certificate

IBR Welder Details

Sl. No.	Name	Mobile No	Certificate

BOM of Component _____ Certificate of Component _____

Directorate of Fire Service

Height of the building (in mtrs) _____ Height of each floor (in mtrs) _____

Internal staircase count _____ External staircase count _____

Width of staircase (in mtrs) _____

Exit Details

Sl. No	Width of Exit (in mtrs)

Open space around the building (in mtrs)

East _____ West _____ North _____ South _____

Details of Fire Fighting System

Fire Detection System (Automatic) _____ Fire Alarm System _____

Sprinklers _____ Down Comer _____

Wet Raiser _____ Foam Extinguisher _____

CO2 Extinguisher _____ DCP Extinguisher _____

Automatic Fire Suppression System _____ Water Mist Extinguisher _____

Fire service inlet: One -4 way _____ No of yard hydrants _____

Underground static water tank capacity (in ltrs) _____ Terrace tank capacity (in ltrs) _____

Fire pumps - Electrical (15 mtrs to 30 mtrs. height) _____ Fire pumps - Diesel _____

Fire pumps - Electrical (30 mtrs to 45 mtrs. height) _____

Transformer protection measures

Water Mist Trolley mounted -50 ltr. Capacity _____

Fencing _____ Soak Pit _____

Lightening protection _____ Control Room _____

Other

Whether the Hydraulic Platform and Fire Tender can be moved all around the building ☐ Yes ☐ No

Name of nearest Fire Station _____ Distance from Fire Station (in KM) _____

Is the industry of hazardous nature ☐ Yes ☐ No

Hazardous materials used and stored _____

Drug Control

Apply For _____ Names of drugs _____

Details of technical staff employed

Name	Qualification	Registration No	Experience	Registered Pharmacist

Apply For _____ Names of drugs _____

Details of technical staff employed

Name	Qualification	Registration No	Experience	Registered Pharmacist

Apply For _____ Names of drugs _____

Details of technical staff employed

Name	Qualification	Registration No	Experience	Registered Pharmacist

Labour - Contract Labour

Manager Details

Name _____ Address _____

Pin _____ Nature of work carried out on the establishment _____

Details of Contractors and Contract Labour

Sl. No.	Name of Contractor	Type of Contractor	LIN/PAN Number	Address	Email	Mobile	Nature of Work	Maximum number of labour	Contract Valid Till

Total Count of Labour

Contract Labour _____ ISM Worker _____

Forest

Tree Details in the Proposed Land

Species	Estimated Height of Tree	GBH Girth at Breadth Height	Estimated Volume of Timber (in CUM)	No of Poles or Branches	Estimated Firewood/Rootwood/Faggot

Boundary Description

North _____ South _____ East _____ West _____

Legal Metrology

Type of premises _____ Date of establishment of workshop/factory _____

Nature of manufacturing activities at present _____

The types of weights & measures proposed to be manufactured

Type	Details
Weights	
Measures	
Weighing Instrument	
Measuring Instrument	

The number of persons employed/proposed to be employed

Type	Count
Skilled	
Semi Skilled	
Unskilled	
Specialist trained in the line	

The monogram or trade mark intended to be imprinted on weights and measures to be manufactured _____

Details of machinery/tools accessories, owned and used for manufacturing

Details of foundry/workshop facilities arranged

Facilities of steel casting and hardness testing of vital parts or other means

Whether the item(s) proposed to be manufactured will be sold in the state or outside state or both?

☐ In State

☐ Outside State

Details of model approval from Government of India

When can you produce for inspection samples of your product for which licence is desired _____

Power - LT

District _____ Electrical Circle _____ Electrical Division _____

Electrical Sub-Division _____ Category of Supply _____

Purpose of Supply _____ Total Load applied for (in kW) _____

Type of Supply _____ From Date _____ To Date _____

Please indicate whether you want to carry out the works of laying service line and/or dedicated distribution facility for the electricity supply requisitioned. ☐ Yes ☐ No

Please indicate whether you want to install your own CEA approved meter ☐ Yes ☐ No

Any electricity dues outstanding in license's area of operation in consumer's name ☐ Yes ☐ No

Any electricity dues outstanding for the premises for which connection has been applied for ☐ Yes ☐ No

Any electricity dues outstanding with the licensee against any firm with which the consumer is associated as an Owner, Partner, Director, or Managing Director ☐ Yes ☐ No

Water

Requirement of Raw Water _____ Requirement of Drinking Water _____
(gallon/day) (gallon/day)

Does this unit have a Water Storage? ☐ Yes ☐ No

Type of Storage ☐ Underground ☐ Over Head

Power - HT and EHT

District _____ Electrical Circle _____ Electrical Division _____

Electrical Sub-Division _____ Voltage at which supply is required _____
(11kv, 33, 66, 110, 132, 220 KV)

Type of Supply _____ From Date _____ To Date _____

Basis for projection of Contract Demand - _____
Diversity factor assumed _____

Total Contract Demand applied for (in kW/kVA) _____

Phasing of Contract Demand required? ☐ Yes ☐ No

Contract Demand Details

Contract Demand (in kVA)	Remarks	Tentative Date of Requirement

Purpose of Installation _____ Category of tariff opted for _____

Production Capacity _____ Category of Industry _____

Name of the Institution developing industrial premises _____

Possession Letter or No-Objection Certificate

Issued by Institution _____

Number _____ Date _____

Whether supply is needed through an independent feeder? ☐ Yes ☐ No

Whether the above unit ever operated at some other place or applied for connection ☐ Yes ☐ No

If Yes

Sanctioned Load _____ Service Connection No _____

Arrears of payment _____

If electricity connection for the premises was requested in the past? ☐ Yes ☐ No

If Yes

Name of the Unit _____

Service Connection No _____ Arrears of payment _____

Status of land acquisition _____

Expected date by which finance will be available _____

Any electricity dues outstanding in license's area of operation in consumer's name ☐ Yes ☐ No

Any electricity dues outstanding for the premises for which connection has been applied for ☐ Yes ☐ No

Any electricity dues outstanding with the licensee against any firm with which the consumer is associated as an Owner, Partner, Director, or Managing Director ☐ Yes ☐ No

Forest Department

4	Timber selling Depot. if annexed	Yes/No
	Extent	
	Survey No	
	Village	
	Taluk	

5	Nature of ownership ('√' the right column)			
	Proprietary		Proprietary	
	Pvt. Company		Co-op. Society	
	Private-public partnership		'Lease'	
	Public Sector undertaking		Others	
* (Copies of documents to be attached)				

6	Type of unit ('√' the right column)			
	Cottage Industry		SSI Unit	
	Medium Scale Industrial unit		Large Scale Industrial unit	

7	Nature of activity ('√' the right column)			
(a)	Primary processing of logs: ie, processing of round logs			
	Sawing		Splint & match box	
	Veneering/Peeling		Others	
(b)	Secondary Processing of wood (without using round logs)			
	Carpentry		Pressing, drying, etc.	
	Others			

8	Raw materials used ('√' the right column)			
	Rubber wood only		Wood from outside Forests.	
	Wood imported from other countries.		Sawn timber/Materials from other units	
	Rubber & Other wood			

9	Product ('√' the right column)			
	Scantlings/Planks		Packing case	
	Veneer/Plywood		Splints & Match Box	
	Furniture		Others (Specify the Product)	
	Blockboard			

10	a. Whether the applicant is involved in any forest offence	Yes/No
	b. If Yes, case number	

11	Distance from the Reserve Forest boundary to the location of the unit. If much more than 5 km, then approximate distance is sufficient		
	Aerial: KM	Shortest distance by	RoadKM

12	a. Whether the unit is presently functioning or not	Yes/No
	b. Whether possessing more than one factory/mill/unit in same circle	Yes/No

13	If yes	
	a. Year of starting and	(a)
	b. If licensed, No.& Date of licence and licensing Authority	(b)

* (Copies of documents to be attached)

14	Details of machinery (specifically machines that convert round logs like saw,peeling machine, or others				
a. Type of machines	b. Number	Installed c. Capacity in M ³ (annual)	Remarks (machinery details)		
			Existed before 30-10-2002	Existed after 30-10-2002	Proposed machineries
Band SawHP					
Re-sawHP					
Peeling MachineHP					
Splint making machineHP					
Circular SawHP					
Carving machine HP					
Other machinesHP (specify the type)					

15	Electricity Connection	
Single Phase/Three Phase		
Total Connected load KVA		
Connected load of machine that convert round logs		
Electrical Section/Division		
Date of Electric connection		
(Attach copies of documents)		

16	Whether the unit got S.S.I Registration	Yes/No
If 'Yes', year of S.S.I Registration		
(Copy of S.S.I Registration Certificate to be attached)		

17	Annual Consumption and source of Wood (Quantity M ³ & Source)			
Type	Forest Depots	Outside Forests	Import-Other States	Import-Other Countries
Timber other than Rubber & Palm				
Rubber wood				
Coconut Palmyrah Palm wood				
Total				

18	Number of labourers in the unit	Yes/No
	a. Strength of regular employee	
	b. Strength of daily rated worker	

19	Whether the buildings and machines are ready in the case of proposed units.	Yes/No
----	---	--------

20	Whether the unit is mortgaged to Banks/ Financial institutions, etc. If so, details.	Yes/No
	If yes, Bank	
	Loan Amount	
	Term	

21	Whether the licence fee is attached and	
	If so, No. and date of challan	
	Name of Forest Division	

22	Other relevant details** If any (use separate sheet if required)	Yes/No
----	---	--------

23	Source of capital Investment	Yes/No
----	------------------------------	--------

24	Whether you have read chapter-viii of the Indian Forest(Tripura Amendment)Act-1984 and rule made there under and undertake to abide by the same.	Yes/No
----	---	--------

25	Signature of the applicant with place and date	Yes/No
----	--	--------

Pollution - Green

Working Season _____ Proposed date of commissioning _____

Water Consumption (KLD) Kilolitre/Day

Wastewater quantity (KLD) Kilolitre/Day

Industrial _____ Domestic _____ Industrial _____ Domestic _____

Waste water discharged through sewage treatment plant/ septic tank to _____

Place _____ Wastewater treatment facility ☐ Yes ☐ No
(Attach additional sheet if required)

Final discharge to _____

Solid Waste Details

Name	Quantity

Air emission sources

Air pollution control devices

Diesel Generator Set Details

Capacity (in KVA)	Quantity

Pollution - Red / Orange

Year of commissioning _____ No. of working hour / day _____ No. of working day / year _____ Population residing in the Quaters / Colony _____

Information regarding Water Pollution (Expected water consumption for different uses)

Type of Use	Sources of Supply	Quantity (M3/day)
Industrial cooling, spraying in mine pits/boiler pits		
Domestic Purpose		
Processing whereby water gets polluted and the pollutants are easily biodegradable		
Processing whereby water gets polluted and the pollutants are NOT easily biodegradable		
Others		

Information regarding liquid waste discharged

Outlet No	Nature	Sources of Supply	Quantity (M3/day)	Place of discharge

Diagram showing liquid waste flow from its place of generation upto final discharge
(attach a copy of Diagram with this form)

Physical

Parameter	Expected Value
Temperature (C)	
pH	
Colour	
Turbidity (JTU)	
Odour	
Total Solids (mg/l)	
Total Suspended solids (mg/l)	
Total volatile solids (mg/l)	
Oil & Grease (mg/l)	
Any Other	

Chemical

Parameter	Expected Value
BOD	
COD (mg/l)	
Heavy Metals (mg/l)	
Toxic Elements (mg/l)	
Spent Chemicals	
Any Other	

Whether facilities available for liquid waste treatment ☐ Yes ☐ No Quantity of liquid waste treated _____

Quantity of liquid waste treated _____

NB

Attach latest 'Diagram' and 'Analysis Report' of recognised laborartory showing quality of liquid waste discharge (before and after treatment)

Whether water meter at water intake points is installed? ☐ Yes ☐ No

Whether energy meter of E.T.P is installed? ☐ Yes ☐ No

Whether waste water flow measuring device is installed? ☐ Yes ☐ No

Do you need an Environmental Clearance (EC)? ☐ Yes ☐ No

Details of Emission Sources

Sources of Emission	No of Unit	Capacity of each unit	Fuel (Type & Nature) in individual Furnace/boilers	Air Pollution Control Systems proposed to be provided	Height of stack from ground level
From Process					
Blast/Cupola/Rotary/reservatory/ Induction/Arc/ Other Furnace					
Heater					
Kiln					
Boiler					
Others					

Capacity (in KVA)	Quantity

Exhaust muffler _____

[illegible]

OTHER INFORMATION

Details about Solid waste /Hazardous Waste

Type of waste	Description of waste (Lump/Paste/Dust, etc)	Composition	Qty/day	Proposed Treatment and Disposal method
Waste from Process				
Waste from Effluent Treatment Plant				
Waste from Air pollution control units				
Rejected materials/Scrap				

**Hazardous Chemicals to be handled (Refer-Manufacture, Storage and import of Hazardous Chemicals Rules, 1989 (MSIHC)
(Attach separate sheet if necessary)**

Name	Daily Quantity

**Maximum quantity of Hazardous Chemicals to be stored at a time (Refer-Manufacture, Storage and import of Hazardous Chemicals Rules, 1989 (MSIHC)
(Attach separate sheet if necessary)**

Name	Daily Quantity

NB

Please attach and fill the below requirements

Pollution Control Management

Specify Environmental Management Plan including Monitoring

Brief Organisational set up

Expenditure to be incurred for implementation of Environmental Management Plan (Capital Investment) Rs. _____

Write-up and schematic flowsheet of the manufacturing process clearly showing sources of generation of solid (hazardous and non-hazardous), liquid, and gaseous wastes

Layout plan clearly showing the different outlets for liquid waste discharge

Profession Tax

If registered under the following Acts

Name of the Act	Registration No
The Tripura Value Added Tax Act, 2004	
The Central Sales Tax Act, 1956	
The Tripura State Goods & Service Tax Act, 2017	

Names and Addresses of other places of work, if any in Tripura

Name	Address	Pin

Annual Gross business (Rs.) _____ Annual turnover of all sales/purchase _____

Date of commencement of trade _____ Total number of employees _____

Monthly average number of workers during the last preceding year in the factory _____

Slab of salary (Range of monthly gross income)	Monthly Tax rate	No. of employees	Code No.
Upto Rs.7500.00	Nil		0101
Rs. 7501.00 & above and upto Rs.15000.00	Rs.150.00		0102
Rs.15001 and above	Rs.208.00		0103

Names and Addresses of other places of work, if any in Tripura

Name	Address	Pin

If Co-operative society, Type of society ☐ State Level ☐ District Level

Urban

Building Category

☐

Load Bearing Building

☐

RCC Building

Building Storey _____

Name of Planner _____ Grade of Planer _____

Plot Details

Plot Area as per parcha (Sq. meter) _____ Plot Area as per Deed _____

Plot Area as per Site (Sq. meter) _____ Land mark _____

Construction Details

Plinth Area (Sq. Meter) _____ Floor Area (Sq. Meter) _____

Boundary wall running (Meter) _____ Sanitary Latrine Plan (per unit) _____

Height of Building (Meter) _____ Ground Coverage (Sq. Meter) _____

Floor area ratio _____

Side Space

Front (meter) _____ Side1 (meter) _____

Rear (meter) _____ Side2 (meter) _____

Schedule-II
(see Rule 7)

Combined Application Form (Operation)

CFO Questions

Do you need Electrical Installation Certificate? ☐ Yes ☐ No

Do you need license from Drug Control Authority? ☐ Yes ☐ No

Do you use boilers in your Industry? ☐ Yes ☐ No

Do you require Steam Pipeline Registration? ☐ Yes ☐ No

Does your establishment fall under the definition of Establishment Under Shops & Establishment Act, 1988? ☐ Yes ☐ No

No of Workers _____ Date of Commencement of business _____

Do you operate Motor Vehicle? ☐ Yes ☐ No No of Workers _____

Maximum number of workers proposed to be employed on any one day during the year _____

Category of Factory _____

Number of workers to be ordinarily employed in the factory. _____ Motive Power (HP) _____

Do you want to apply for Certificate of Enrolment / Revision of Certificate of Enrolment under the Tripura Professions, Trades, Callings and Employment Taxation Act, 1997? ☐ Yes ☐ No

Do you want to apply for Certificate of Registration / Revision of Certificate of Registration under the Tripura Professions, Trades, Callings and Employment Act, 1997? ☐ Yes ☐ No

Environment Clearance Number(If any) _____

Water

Requirement of Raw Water _____
(gallon/day)

Requirement of Drinking Water _____
(gallon/day)

Does this unit have a Water Storage? ☐ Yes ☐ No

Type of Storage ☐ Underground ☐ Over Head

Boiler

Boiler Erection Agency / Personnel

Sl. No.	Name	Mobile No	Certificate

IBR Welder Details

Sl. No.	Name	Mobile No	Certificate

BOM of Component _____ Certificate of Component _____

Drug Control

Apply For _____ Names of drugs _____

Details of technical staff employed

Name	Qualification	Registration No	Experience	Registered Pharmacist

Apply For _____ Names of drugs _____

Details of technical staff employed

Name	Qualification	Registration No	Experience	Registered Pharmacist

Apply For _____ Names of drugs _____

Details of technical staff employed

Name	Qualification	Registration No	Experience	Registered Pharmacist

Labour - Contract Labour

Manager Details

Name _____ Address _____

Pin _____ Nature of work carried out on the establishment _____

Details of Contractors and Contract Labour

Sl. No.	Name of Contractor	Type of Contractor	LIN/PAN Number	Address	Email	Mobile	Nature of Work	Maximum number of labour	Contract Valid Till

Total Count of Labour

Contract Labour _____ ISM Worker _____

Pollution - Green

Working Season _____ Proposed date of commissioning _____

Water Consumption (KLD) Kilolitre/Day

Wastewater quantity (KLD) Kilolitre/Day

Industrial _____ Domestic _____ Industrial _____ Domestic _____

Waste water discharged through sewage treatment plant/ septic tank to _____

Place _____ Wastewater treatment facility ☐ Yes ☐ No
(Attach additional sheet if required)

Final discharge to _____

Solid Waste Details

Name	Quantity

Air emission sources

Air pollution control devices

Diesel Generator Set Details

Capacity (in KVA)	Quantity

Pollution - Red / Orange

Year of commissioning _____ No. of working hour / day _____ No. of working day / year _____ Population residing in the Quaters / Colony _____

Information regarding Water Pollution (Expected water consumption for different uses)

Type of Use	Sources of Supply	Quantity (M3/day)
Industrial cooling, spraying in mine pits/boiler pits		
Domestic Purpose		
Processing whereby water gets polluted and the pollutants are easily biodegradable		
Processing whereby water gets polluted and the pollutants are NOT easily biodegradable		
Others		

Information regarding liquid waste discharged

Outlet No	Nature	Sources of Supply	Quantity (M3/day)	Place of discharge

Diagram showing liquid waste flow from its place of generation upto final discharge

(attach a copy of Diagram with this form)

Physical

Parameter	Expected Value
Temperature (C)	
pH	
Colour	
Turbidity (JTU)	
Odour	
Total Solids (mg/l)	
Total Suspended solids (mg/l)	
Total volatile solids (mg/l)	
Oil & Grease (mg/l)	
Any Other	

Chemical

Parameter	Expected Value
BOD	
COD (mg/l)	
Heavy Metals (mg/l)	
Toxic Elements (mg/l)	
Spent Chemicals	
Any Other	

Whether facilities available for liquid waste treatment ☐ Yes ☐ No Quantity of liquid waste treated _____

Quantity of liquid waste treated _____

NB

Attach latest 'Diagram' and 'Analysis Report' of recognised laboratory showing quality of liquid waste discharge (before and after treatment)

Whether water meter at water intake points is installed? ☐ Yes ☐ NoWhether energy meter of E.T.P is installed? ☐ Yes ☐ NoWhether waste water flow measuring device is installed? ☐ Yes ☐ NoDo you need an Environmental Clearance (EC)? ☐ Yes ☐ No

INFORMATION REGARDING AIR POLLUTION

Details of Emission Sources

Sources of Emission	No of Unit	Capacity of each unit	Fuel (Type & Nature) in individual Furnace/boilers	Air Pollution Control Systems proposed to be provided	Height of stack from ground level
From Process					
Blast/Cupola/Rotary/reservatory/ Induction/Arc/ Other Furnace					
Heater					
Kiln					
Boiler					
Others					

Diesel Generator Set Details

Capacity (in KVA)	Quantity

Height of the stack above DG Room (in mtr) _____

Height of the DG Room (in mtr) _____

Noise pollution control measures _____

Acoustic enclosure treatment of DG room _____

Exhaust muffler _____

Emission Details

[illegible]

OTHER INFORMATION

Details about Solid waste /Hazardous Waste

Type of waste	Description of waste (Lump/Paste/Dust, etc)	Composition	Qty/day	Proposed Treatment and Disposal method
Waste from Process				
Waste from Effluent Treatment Plant				
Waste from Air pollution control units				
Rejected materials/Scrap				

Hazardous Chemicals to be handled (Refer-Manufacture, Storage and import of Hazardous Chemicals Rules, 1989 (MSIHC)
(Attach separate sheet if necessary)

Name	Daily Quantity

Maximum quantity of Hazardous Chemicals to be stored at a time (Refer-Manufacture, Storage and import of Hazardous Chemicals Rules, 1989 (MSIHC)
(Attach separate sheet if necessary)

Name	Daily Quantity

NB

Please attach and fill the below requirements

Pollution Control Management

Specify Environmental Management Plan including Monitoring

Brief Organisational set up

Expenditure to be incurred for implementation of Environmental Management Plan (Capital Investment) Rs. _____

Write-up and schematic flowsheet of the manufacturing process clearly showing sources of generation of solid (hazardous and non-hazardous), liquid, and gaseous wastes

Layout plan clearly showing the different outlets for liquid waste discharge

Profession Tax

If registered under the following Acts

Name of the Act	Registration No
The Tripura Value Added Tax Act, 2004	
The Central Sales Tax Act, 1956	
The Tripura State Goods & Service Tax Act, 2017	

Names and Addresses of other places of work, if any in Tripura

Name	Address	Pin

Annual Gross business (Rs.) _____ Annual turnover of all sales/purchase _____

Date of commencement of trade _____ Total number of employees _____

Monthly average number of workers during the last preceding year in the factory _____

Slab of salary (Range of monthly gross income)	Monthly Tax rate	No. of employees	Code No.
Upto Rs.7500.00	Nil		0101
Rs. 7501.00 & above and upto Rs.15000.00	Rs.150.00		0102
Rs.15001 and above	Rs.208.00		0103

Names and Addresses of other places of work, if any in Tripura

Name	Address	Pin

If Co-operative society, Type of society ☐ State Level ☐ District Level

Factory

Name of the Occupier _____

Address of Occupier _____

Nature and amount of power to be used

Installed _____ Proposed to be installed _____

Reference number and date of approval of the plans of the site

Number _____ Date _____

Reference number and date of approval of the arrangements, if any, made for disposal of trade waste and effluents and name of the authority granting the approval

Number _____ Date _____

License required for how many years _____

Schedule-III

(see Rule 7 (4))

SELF CERTIFICATION

TO BE SUBMITTED ALONG WITH COMBINED APPLICATION FORM

(Under Tripura Industries (Facilitation) Act, Act No. 5 of 2019)

(To be executed on a non-judicial stamp paper of Rs. 100/-)

I _____ S/o. _____ Aged _____ years, Residing at _____

_____ who is the _____ (Designation) of
M/s. _____, hereby give the following

undertaking :

Entry Level :

1. Our firm / Company is proposing to set up a project at _____

_____ DISTRICT, to manufacture / to provide services as mentioned
below.

(i)

(ii)

2. We certify that the particulars furnished in the Combined Application Form are true, correct and complete to the best of our knowledge and undertake to adhere to the declarations made there under.
3. We hereby specifically confirm that we are fully aware of the Acts / Rules / Regulations of each department from which approvals/clearances are requested and undertake to strictly comply with all the provisions of Acts / Rules / Regulations as applicable to our industry.
4. We also hereby categorically certify that in the event of our Firm / Company failing to comply with the requirements / conditions of the Acts / Rules / Regulations or any conditions that may be required to be fulfilled by any authority in connection with our present application, the same shall result in withdrawal / cancellation of the clearances and further will make us liable for legal action as specified under the respective Acts / Rules / Regulations and our Firm / Company shall be made directly liable for penal action as proposed under Section 27 of Tripura Industries (Facilitation) Act, Act No. 5 of 2019 and any other Law in force also if the particulars furnished are found to be false / incorrect or incomplete and on our failure to adhere to the declarations made.
5. We also certify that we take complete responsibility and liability against any losses to personal or public property caused due to wrong certification by our firm / company and further confirm that the same shall be liable to be borne by our firm / company unconditionally
6. We hereby certify that our proposed site / industry do not fall in any of the banned / restricted area / category as notified by both the Central & State Governments.
7. We hereby certify that our proposed site complies with the citing guidelines of the TSPCB.
8. That the unit is not located in the vicinity of Oil/Gas Pipeline.
9. The site is not located within 500 mts distance from the boundary of Defence Area/ Military Airport.
10. The site is not falling within 30 mts from the Railway boundary line.
11. The site is not falling within 100 mts from Heritage Sites

Proprietor/ Managing Partner/ Managing Director

Place:

M/s. _____

Date

Name

Designation

Schedule – III (A)
(see Rule 7 (5))

Format for Self-Certification (Applicable only if felling of exempted trees is involved)

I, Sri S/O Aged..... R/O..... (Address) hereby state the details of trees in my premises that I intend to cut for the -----purpose.

2. Category of Premises:

- a) Residential
- b) Institutional
- c) Commercial
- d) Agriculture
- e) Industrial
- f) Others-specify

3. Area of the premises:

4. Number of trees existing in the premises:

5. No. of trees and species proposed to be felled:

S.no	Species	Number of trees to be cut	Age of tree

6. In case, the applicant cannot take up replantation activities, then details of payment made to the department towards cost of raising seedlings and their maintenance as per rules.

Details of DD / Payment receipt / Online payment details:

7. I hereby certify that the species and other details of trees as disclosed above are correct to the best of my knowledge and other information furnished above is true and correct.

I undertake that I shall take up replantation in lieu of the trees proposed to be felled as per rule

Name of the applicant

Signature

Schedule – IV

(See Rule 7(8)(i))

REGISTER OF APPLICATIONS

(or online)

[illegible]

Schedule-V(A)

(see Rule 12)

APPROVAL NO:**DATED:****Government of Tripura****O/O. General Manager****District Industries Centre, _____****Directorate of Industries & Commerce****SWAAGAT APPROVAL CERTIFICATE**

It is to certify that M/s. _____ having its Registered Office address at _____ and proposing to setup industry at _____ location for the line of activity _____ has been accorded following approvals under The "Tripura Industries (Facilitation) Act, 2018" :

Sl	Approval	Valid Till
1.		
2.		
3.		
4.		

The unit is hereby accorded permission to establish/operate the unit in the above said premises. This approval is issued in accordance of the approval granted by the District Level Single Window Clearance Committee as per powers vested at Section 12 of Tripura Industries (Facilitation) Act, 2018, Government of Tripura.

Place :

Date :

GENERAL MANAGER**DIC, _____ DISTRICT****DISTRICT MAGISTRATE****AND COLLECTOR****_____ DISTRICT**

Schedule-V(B)

(see Rule 12)

APPROVAL NO:**DATED:**

**Government of Tripura
Directorate of Industries & Commerce
Shilpa Udyog Bhawan
Khejurbagan, Agartala**

SWAAGAT APPROVAL CERTIFICATE

It is to certify that M/s._____ having its Registered Office address at _____ and proposing to setup industry at _____ location for the line of activity _____ has been accorded following approvals under The “Tripura Industries (Facilitation) Act, 2018” :

Sl	Approval	Valid Till
1.		
2.		
3.		
4.		

The unit is hereby accorded permission to establish/operate the unit in the above said premises. This approval is issued in accordance of the approval granted by the High Level Single Window Clearance Committee/ State Level Single Window Clearance Committee as per powers vested at Section 6/ Section 9 of Tripura Industries (Facilitation) Act, 2018, Government of Tripura.

Place :

Date :_____

**Director
Industries & Commerce**

Schedule-VI(A)

(see Rule 12)

NO:**DATED:****Government of Tripura****O/O. General Manager****District Industries Centre, _____****Directorate of Industries & Commerce****SWAAGAT REJECTION CERTIFICATE**

The Proposal of M/S _____ having its Registered office address at _____ and proposing to setup industry at _____ location for the line of activity _____ has been rejected for the following clearance:

Sl	Particulars	Reason
1.		
2.		
3.		
4.		

The unit is hereby informed that if you contradict with the decision of the Competent Authority, you may represent to the Secretary in-Charge, I&C Department, Government of Tripura as per Section 23 of the "Tripura Industries (Facilitation) Act, 2018" :

GENERAL MANAGER**DIC, __ DISTRICT****DISTRICT MAGISTRATE****AND COLLECTOR****_____ DISTRICT**

Schedule-VI(B)

(see Rule 12)

NO:

DATED:

**Government of Tripura
Directorate of Industries & Commerce
Shilpa Udyog Bhawan
Khejurbagan, Agartala**

SWAAGAT REJECTION CERTIFICATE

The Proposal of M/S _____ having its Registered office address at _____ and proposing to setup industry at _____ location for the line of activity _____ has been rejected for the following clearance:

Sl	Particulars	Reason
1.		
2.		
3.		
4.		

The unit is hereby informed that if you contradict with the decision of the Competent Authority, you may represent to the Secretary in-Charge, I&C Department, Government of Tripura as per Section 23 of the "Tripura Industries (Facilitation) Act, 2018" :

.

Place :

Date:_____

**Director
Industries & Commerce**

Schedule- VII
(See Rule 8)
TIME FRAME – ESTABLISHMENT

(CFE – Consent for Establishment)

Sl	Approval	Stage	Department	Time Limits
1.	a) CFE – Green Category	CFE	TSPCB	21 days
	b) CFE – Orange Category	CFE	TSPCB	21 days
	c) CFE – Red Category	CFE	TSPCB	21 days
2.	Power Feasibility & Estimate a. LT connection	CFE	TSECL	<ul style="list-style-type: none"> • 7 days where RoW not required • 15 days where RoW required
	b. HT Connection	CFE		
3.	Factory Plans Approval	CFE	Factories Department	21 days
4.	Land and Plot Allotment	CFE	TIDC	14 days
5.	Change of Land use	CFE	Revenue	30 days
6.	Industrial Building Plan Approval	CFE	AMC/ULB/TIDC	28 days
7.	Provisional FIRE NOC	CFE	Fire Services Department	14 days
8.	Feasibility of Water Supply	CFE	PWD (DWS)	14 days
9.	Water Connection	CFE	PWD (DWS)	14 days
10.	Application for Excise LoI	CFE	Excise Department	25 days
11.	Firm Registration	CFE	Industries & Commerce	7 days
12.	Registration of principal employer's establishment under provision of The Contracts Labour) Regulation and Abolition) Act, 1970	CFE	Labour Department	30 days
13.	License for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970	CFE	Labour Department	30 days
14.	Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996	CFE	Labour Department	30 days
15.	Registration of Establishment under Inter State Migrants Workmen (RE&CS) Act,1979	CFE	Labour Department	30 days
16.	Licence for Contractor under Inter-State Migrant Workmen(Regulation of Employment and Condition of Service) Act,1979	CFE	Labour Department	30 days
17.	Non-exempted Tree Felling	CFE	Forest Department	30 days
18.	Cooperative Society Registration	CFE	Cooperative Society	30 days
19.	Application for License	CFE	Legal Metrology	21 days
20.	Approval of drawing plan	CFE	Electrical Inspectorate	10 days
21.	Boiler Registration	CFE	Factories & Boilers	30 days
22.	Electrical Connection	CFE	TSECL	7 days
23.	License for wood based industry	CFE	Forest	30 days

TIME LIMITS FOR OPERATION

(CFO – Consent for Operation)

SL No.	Clearance	Stage	Department	Time Limits
1.	a) CFO – Green Category	CFO	TSPCB	10 days
	b) CFO – Orange Category	CFO	TSPCB	15 days
	c) CFO – Red Category	CFO	TSPCB	21 days
2.	Factory Registration & License	CFO	Factories & Boilers Department	30 days
3.	Fire Occupancy Certificate	CFO	Fire Services Department	21 days
4.	Electrical Clearance of equipment's for charging	CFO	Electrical Inspectorate	18 days
5.	Boiler Registration	CFO	Factories & Boilers	30 days
6.	Drug License	CFO	Drugs Control	30 days
7.	Administration under Hazardous Waste	CFO	TSPCB	21 days
8.	CFO for renewal	CFO	TSPCB	7 days
9.	Registration under Shops and Establishments Act	CFO	Labour Department	30 days
10.	Renewal of Registration under Shops and Establishments Act	CFO	Labour Department	30 days
11.	Registration of Establishment under the Inter State Migrants Workmen (RE&CS) Act, 1979	CFO	Labour Department	30 days
12.	License for Contractor under Inter-State Migrant Workmen (Regulation of Employment and Condition of Service) Act, 1979	CFO	Labour Department	30 days
13.	Registration under the Legal Metrology Act, 2009	CFO	Legal Metrology	21 days
14.	Renewal of Consent for Operation (under Water Act 1974 and Air Act 1981) by TSPCB	CFO	Pollution Control Board	Green - 7 days; Orange – 21 days; Red – 30 days
15.	Renewal of factory License	CFO	Factories & Boilers	15 days
16.	Renewal of Boilers License	CFO	Factories & Boilers	7 days
17.	Approval of License	CFO	Excise	25 days
18.	Issue of License	CFO		5 days
19.	Registration for Professional Tax – Form-I (within 90 days of becoming liable to pay professional tax)	CFO	Tax	30 days
20.	Enrolment for Professional Tax – Form-III (within 90 days of becoming liable to pay professional tax)	CFO	Tax	30 days

Schedule – VIII**(See Rule 9)**

USER CHARGES			
S.No.	Project Cost (Land+Building+Plant & M/c.)	Processing Fees (Rs.)	
		Establishment	Operation
1	Nil to Rs.25 Lakhs	500	500
2	Above Rs.25 Lakhs and upto Rs.1.00 Crore	2000	2000
3	Above Rs.1.00 Crore and upto Rs.5.00 Crore	5000	5000
4	Above Rs.5.00 Crore and upto Rs.10.00 Crore	7500	7500
5	Above Rs.10.00 Crore and upto Rs.25.00 Crore	10000	10000
6	Above Rs.25.00 Crore and upto Rs.50.00 Crore	15000	15000
7	Above Rs.50.00 Crore and upto Rs.100.00 Crore	20000	20000
8	Rs.100.00 Crore and above	25000	25000
NODAL OFFICE FOR SUBMISSION OF COMBINED APPLICATION FORMS TILL ONLINE MODE IS FUNCTIONAL			
1	For Projects whose investment on Plant & M/c is upto Rs.3.00 Crore	GM, DIC, Concerned District	
2	For Projects whose investment on Plant & M/c is above Rs.3.00 Crore	SWAAGAT Cell, Tripura Industrial Development Corporation, Shilpa Nigam Bhawan, Khejurbagan, Agartala.	
Note :			
1. Processing Fee including Departmental charges/fees to be paid in the form of Crossed Demand Draft drawn from any Nationalized Bank favouring "Managing Director, Tripura Industrial Development Corporation".			
2. Once the Online portal is made functional, the date of which will be notified by the Department, fee submission will be accepted only in the online mode specified in the online portal.			
3. Establishment means clearances sought by the applicant as required for establishment of an industrial unit for issue of SWAAGAT Approval Certificate as per Schedule-I.			
4. Operation means clearances sought by the applicant as required for making operational an industrial unit for issue of SWAAGAT Approval Certificate as per Schedule-II.			

Schedule-IX
(See Rule 13(2))

To

Form of Appeal

1)	Name & Address of the Unit	
2)	Location of the Unit	
3)	Line of Activity	
4)	Project Cost (in lakhs)	
5)	Employment	
6)	Application No./ID	
7)	Particulars of Clearance rejected by the Competent Authority	
8)	Reasons for rejection/Modification suggested, if any by Competent Authority	
9)	Details of Fees paid for appeal (DD/Online) in favour of M.D., TIDC Ltd.	
10)	Brief Details of appeal	

Place:

Date:

Signature

Name of the applicant:

Contact No. :

Schedule-X

(See Rule 11)

DEEMED APPROVAL NO:

DATED:

**Government of Tripura
Directorate of Industries & Commerce
Shilpa Udyog Bhawan
Khejurbagan, Agartala**

SWAAGAT DEEMED APPROVAL

M/S _____,
having its registered Office address at _____ and
proposing to setup industry at : _____, for the line of
activity “_____” has applied for
_____ approval through the SWAAGAT Application
under the “The Tripura Industries (Facilitation) Act, 2018 (Act No-5 of 2019)” on
Date : _____. The _____ Department/Organization has not raised
any query for issuance of the approval till date.

As per Schedule VII of the Tripura Industries (Facilitation) Rules, 2020 the
above said approval should have been issued by Date : _____

As per Section 20 and in exercise of powers vested under Section 20 (4) of
the “The Tripura Industries (Facilitation) Act, 2018 (Act No-5 of 2019)” the
following deemed approval is issued:

Sl	Name of the approval	Approval no.	Date	Valid till
1.				

The above deemed approval is issued as per self-certification executed by
the unit while filing the SWAAGAT Application under the “The Tripura Industries
(Facilitation) Act, 2018 (Act No-5 of 2019)”. If any deviations are noticed by the
department in accordance with the self-certification the unit is liable to be
penalized as per the concerned department rules.

Place:

Date:

**Director
Industries & Commerce**

TRIPURA GAZETTE



Published by Authority
EXTRAORDINARY ISSUE

Agartala, Monday, October 12, 2020 A. D., Asvina 20, 1942 S. E.

**PART--I-- Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.**

**Government of Tripura
Department of Industries & Commerce
Shilpa Udyog Bhawan, Khejurbagan**

NOTIFICATION

F.No. DI/TIDA/4(35)/2020/17689

Agartala, the 09th Oct. 2020.

WHEREAS, Section 28(a) of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), empowers the State Government to make Rules to give effect carry out purpose of the Act subject to the condition of previous publication in the Official Gazette;

AND WHEREAS, in exercise of the aforesaid power, the State Government has made and brought into force The Tripura Industries (Facilitation) Rules, 2020 vide notification no. F.No. DI/TIDA/4(31)/2019/Part-I/4727 dated 12-03-2020;

AND WHEREAS, for effective implementation of the provisions of the Act, as amended by the Amendment Act, 2020, it is felt expedient by the State Government to amend the State Rules, namely The Tripura Industries (Facilitation) Rules, 2020 (hereinafter called as Principal Rules);

NOW THEREFORE, in accordance with the provision contained in Section 28(a) of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), the State Government hereby publishes the following draft amendment rules, inviting objections and suggestions from all persons likely to be affected thereby, to be submitted before the undersigned, within a period of 30 days from the date of publication of this Notification in the Tripura Gazette.

(Kiran Gite)

Secretary

Industries & Commerce
Government of Tripura

The Tripura Industries (Facilitation) (Amendment) Rules, 2020 (DRAFT)

1. Short title, extent and commencement:

- (1) These may be called "The Tripura Industries (Facilitation) (Amendment) Rules, 2020" and also to be known as Single Window Approval by All Government Agencies in Tripura (SWAAGAT) (Amendment) Rules, 2020
 - (2) They shall extend to the whole of the State of Tripura.
 - (3) They shall come into force on and from the date of their final publication in the Tripura Gazette.
-

2. Amendment of Rule 7 :

- (1) In sub-rule (1) of rule 7 of the principal Rules, the words 'SWAAGAT Approval Certificate' shall be substituted with the words "desired approvals"
- (2) In sub-rule (3) of rule 7 of the principal Rules, the expression '(either manually or online)' shall be substituted with the words "(online)"
- (3) The sub-rule (6) of rule 7 of the principal Rules is substituted as follows :-(6) The Combined Application Form filled and submitted by the applicant should be scrutinized and accepted for issue of relevant clearances by the concerned Department/organization."
- (4) The sub-rule (7) of rule 7 of the principal Rules is substituted as follows:-"(7) The authorized representative of the nodal agency/concerned Department shall satisfy himself /herself that:
 - (i) The application is in complete shape;
 - (ii) All relevant and prescribed documents have been attached online
 - (iii) The prescribed fees receipts have been paid online;
 - (iv) Filled up Self-Certification format has been submitted online;"
- (5) The sub-rule (8) of rule 7 of the Principal Rules is substituted as follows:- "(8) The following procedure shall be followed for Processing and Monitoring of the Combined Application Form :
 - (i) The particular of the application for which the acknowledgement is issued will be maintained online.
 - (ii) The submitted Combined application form along with enclosures will be made available in online mode to the corresponding departments/organization related to which license/clearance/NOCs/no-objections etc has been sought by the applicant.
 - (iii) The competent authority of corresponding departments/organization shall process the application and communicate the decision (approval/rejection/additional information/query) in online mode within the prescribed time limit as mentioned in the Schedule-I
 - (iv) The competent authority may ask for additional information from the applicant, only once within seven days from receipt of the application and before the expiry of the time limit.
 - (v) The time limit will be applicable from the date the additional information has been furnished.
 - (vi) The competent authorities will provide their approvals within the time limit in online mode.
 - (vii) The State Nodal Agency shall ensure there are no delays at any level. Cases involving delays shall be placed before High Level Single Window Clearance Committee once in six months."

3. Amendment of Rule 8 :Rule 8 of the principal rules shall be substituted as follows –

"8. Time limit for issue of clearances:

In accordance of Section 18 of the said Act the State Government hereby specifies the maximum time limit of thirty days for issue of license/clearance/NOCs/no-objections etc. (Establishment and Operation) from the date of issue of acknowledgement (online). In order to facilitate the investors by providing investor friendly environment, mandate time-bound delivery of all services, and communication received from Department for Promotion of Industries & Internal Trade (DPIIT) on implementation of State Reform Action Plan- 2020 wherein new services are recommended for inclusion with timelines the revised list of services with timelines are specified under Schedule-I."

4. Amendment of Rule 9 : The Rule 9 of the principal rules shall be substituted as follows –

“9. User Charges/Fees:

In exercise of the powers conferred by Section 17 (3) of the said Act, the applicants shall pay user charges as processing fees in such manner and at such rate as specified in Schedule-II of the amended Rule in addition to the existing fees/charges prescribed for issuance of license/clearance/NOCs/no-objections etc. by each Department/Organization. These charges are subject to revision by the Government from time to time. The user charges/fees etc. would be collected through the online SWAAGAT system integrated with e-GRAS system of Finance Department, Government of Tripura and will get deposited into respective State Governments Account/Organizations accounts through SBI e-pay. The fees/charges collected for issuance of license/clearance/NOCs/no-objections etc. of respective Department/Organization will be transferred online to corresponding Department/Organization. The user charges collected as processing fees will be transferred online to TIDC Ltd. and will be used for meeting all such expenses which are required to implement the Act including, inter-alia, recurring expenditure like purchase of consumables, travel cost, conducting pre-scrutiny meetings, District and State level meetings, maintaining the online SWAAGAT system and other incidental expenses.”

5. Amendment of Rule 11 :

In rule 11 of the Principal Rules, the following provision shall be inserted “provided that, the following approvals are exempted for issuance of Deemed Approval:

Sl	Approval	Department/Organization
1.	Temporary Electricity Connection for Industrial Unit	TSECL
2.	Permanent Electricity Connection for Industrial Unit	TSECL
3.	Water Connection for Industrial Unit	PWD(DWS)/TIDC Ltd
4.	Incentives under State Industrial/Sectoral Policy	Industries & Commerce ”

6. Amendment of Rule 13 :

The sub-rule (2) of rule 13 of the Principal Rules is substituted with the provisions :- : “(2) Every appeal shall be made in Schedule-III and shall be accompanied by a fee of Rupees five hundred payable to the revenue head of the Government. The application for appeal shall be presented either in person or by an agent duly authorized.”

7. Amendment of Rule 14 :

The Sub-rule (i) of rule 14 of the Principal Rules will be substituted with the following:—“(i) There will be a Central Inspection System for conduct of compliance inspections by two or more authorities jointly from the office of the Labour Commissioner, Chief Inspector of Factories and Boilers, Tripura State Pollution Control Board, Municipal Authorities, Controller of Legal Metrology and such other authorities as the State Government by notification specify once in a year hereinafter referred to as participating departments.”

(ii) The Sub-rule (vi) of rule 14 of the Principal Rules is substituted as follows: “(vi) The Department of Industries & Commerce, Labour Directorate, Factories & Boiler Organization, Tripura State Pollution Control Board (TSPCB), Municipal authorities, Controller of Legal metrology and such other authorities as the State Government by notification specify shall take further necessary action accordingly.”

(iii) After Sub-rule (viii) of rule 14 of the Principal Rules the following new sub-rules shall be inserted :

“(ix) The inspections conducted (except in case of complaint-based inspections) shall be limited to the checklist;

(x) The inspection report shall be submitted online within 48 hours to Centralized Inspection system. ”

8. Insertion of new Rule- 15 & 16 :-

In the principal rules, after Rule 14 the following new rules shall be inserted

“15. Single Window Clearance System

An online portal in the name of “Single Window Approval by All Government Agencies in Tripura (SWAAGAT)” would be functioning as part of the Single Window Clearance System with the following mandate:

- (a) All applications for setting-up of industrial or service sector undertakings in the State of Tripura including incentive application provisioned in the Single Window Clearance System would be submitted in the online portal with no requirement for submissions of a hard copy and necessary action will be taken up by respective Departments/Organizations for grant or time bound issue of no objection certificates, allotments, consents, approvals, permissions, registrations, enrolments, licenses, renewals, incentives or the likes online in the portal.
- (b) All queries regarding the application from the investor will be recorded and addressed within a timeline of 15 days from the date of queries.
- (c) Queries/clarifications related to application are sought in one go by respective Departments/Organizations and within 7 days of receipt of the application
- (d) Inclusion of additional new regulation or license in the online wizard/system within 30 day.
- (e) The list of services to be available under the portal with timelines are specified under Schedule-I

Provisions of Single Window Clearance System – (1) The Single Window Clearance System shall have —

- (a) the provision of online wizard/system with addition of new regulation or license in the online wizard/system within 30 day
 - (b) the provision of online submission of application through Combined Application Form (CAF) generated online by attaching the relevant enclosures, certificates, attachments etc.
 - (c) the provision of online payment merging all fees, applicable under various Acts, rules, policies and schemes, for which an application is submitted in Combined Application Form (CAF), into a single transaction;
 - (d) the provision of electronic transfer of the fees and application by attaching the relevant enclosures, certificates, attachments etc. to respective Government agencies for processing.
 - (e) the provision of online approval, tracking of real time status of application and delivery of services;
 - (f) the provision of sending out alert through short message service (SMS) or e-mail notification to the applicant including respective users of Department/Organization or authority concerned as and when the application is submitted and/or query is raised and/or application is approved/rejected;
 - (g) the provision of sending automated short message service (SMS) or e-mail notification to the respective users of Department/Organization or authority concerned with status information on the applications in which clearances are likely to breach the stipulated time.
 - (h) the provision of third party verification
 - (i) the provision of a Central Inspection System (CIS) for conduct of compliance inspections.
 - (j) the provision of allowing the users to view and download submitted inspection reports of at least past three years
 - (k) the provision of display of proposed regulation or license on Legal Basis - Does it have a basis in law/act/policy, its necessity - Does the license help government achieve its objectives; business-friendliness - Does it impose minimum burden on businesses to achieve the government's objectives
 - (l) the provision to publish draft business regulation online and invite public comments/feedback on the same prior to enactment with period of display to be at least 30 days.
 - (m) the provision to publish the comments/feedback received on the draft business regulation and how they were addressed in the final regulation.
- (2) The Single Window Clearance System may, for purpose of the effective functioning of the system, include any other provision not mentioned in sub-section (1), subject to approval of the State Government.

16. Right to Clearances and Grievance Redressal Mechanism:

In exercise of the powers conferred by Section 23A (1) of the Tripura Industries (Facilitation) (Amendment) Act, 2020 (Act No. 10 of 2020), the Government hereby specifies the following mechanism:

The applicant has the right to seek queries, ask for approval or seek explanation for the delay in approvals if they are not issued within time limit as prescribed in the Act and where clearances are not pending with agencies other than state government. It will be incumbent upon the respective departments/organizations officer concerned to answer to queries, delays and HoD of the concerned Department shall be accountable for timely processing.

Implementation:

- (1) Queries, if any sought by the applicant through online to be addressed within a timeline of 7 days from the date of raising the queries by the concerned department/organization in online mode.
- (2) Delay, if any, can be pointed out by the industry applicant or has to be initiated suomoto by the concerned Head of Department (HOD) whenever there is a delay within his /her department from the time limit as prescribed.
- (3) Any aggrieved applicant shall submit a grievance through online. Any delay in granting licence / approval /clearance as per timelines can also be Suo-moto taken up by the Nodal agency as a grievance.
- (4) On receipt of the grievance from the nodal agency / applicant (including online), the same shall be forwarded to the concerned HoD (including online) and the HoD shall scrutinize the details and take views of the Officer/official who is accountable and take into consideration the reasons whether the delay has been caused willingly fully. The action taken is to be communicated to the aggrieved applicant duly marking a copy to the Nodal Agency (including online) within 7 working days. In case of non-redressal of any grievance beyond 7 working days, fine will be levied against Concerned Officer/official by HOD duly informing the nodal agency.
- (5) The penalty so levied will be Rs.1000/- (Rupees one thousand only) for each day of such delay till approval is accorded or reason for rejection or delay in according approval is furnished. However, the total amount of such penalty shall not exceed Rs.25,000/- (Rupees Twenty Five Thousand only) in any particular matter.
- (6) The amount of money, so collected as penalty, shall be credited to the consolidated fund of the state by the HOD.”

(BY ORDER OF THE GOVERNOR OF TRIPURA)



(Kiran Gite)

Secretary
Industries & Commerce
Government of Tripura

Schedule- I
(See amendment rule section 3)

TIMEFRAME

(CFE – Consent for Establishment)

(CFO – Consent for Operation)

SL	Service	Department	Stage	Timeline (Working days)
1.	Incentives under State Industrial/Sectoral Policy	Industries & Commerce	Post CFO	Approval (Upto SLC/DLC) – 30 days Disbursement – 30 days (Subject to availability of fund)
2.	Registration of Partnership Firms	Industries & Commerce	Special	7 days
3.	Allotment of land in Industrial Area	TIDC Ltd.	Special, All Time	14 days
4.	Water Connection for Industrial Unit within Industrial Areas	TIDC Ltd.	Special, All Time	10 days
5.	Change in Land use/conversion of land	Land Records & Settlement	Any Time	30 days
6.	Consent to Establish under the Air & Water (Prevention and Control of Pollution) Act, 1974	Pollution Control Board	CFE	21 days
7.	Consent to Operate/Renewal under the Air & Water Act (Prevention and Control of Pollution) Act, 1981	Pollution Control Board	CFO & Renewal	Green Category – 10 days Orange Category – 15 days Red Category – 21 days Renewal – 7 days
8.	Authorization/ Renewal under the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016	Pollution Control Board	Authorization & Renewal	Authorization- 21 days Renewal – 21 days
9.	Registration/ Renewal under The E-waste (Management and Handling) Rules, 2011 (under Chapter III) (effective from May 2012)	Pollution Control Board	Registration & renewal	Registration - 21 days Renewal – 21 days.
10.	Registration under Plastic Waste (Management and Handling) Rules, 2011	Pollution Control Board	Registration	21 days
11.	Renewal under Plastic Waste (Management and Handling) Rules, 2011	Pollution Control Board	Renewal	21 days
12.	Registration and Renewal of license under The Factories Act, 1948	Factories & Boilers Organization	CFO & Renewal	Registration - 30 days Renewal- Auto on payment of fees
13.	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948	Factories & Boilers Organization	CFE	21 days
14.	Registration and Renewal of Boilers under The Boilers Act, 1923	Factories & Boilers Organization	All Time & Renewal	Registration - 30 days Renewal- 7 days

15.	Registration and Renewal of Boilers Manufactures under The Boilers Act, 1923	Factories & Boilers Organization	All Time & Renewal	Registration - 30 days Renewal- 30 days
16.	Clearance Certificate of factories under The Factories Act, 1948	Factories & Boilers Organization	CFE	21 days
17.	IBR Erector IBR Certificate endorsement under The Boilers Act, 1923	Factories & Boilers Organization	All Time	15 days
18.	IBR Welder Certificate endorsement under The Boilers Act, 1923	Factories & Boilers Organization	All Time	7 days
19.	Steam Pipelines Erection Permission under The Boilers Act, 1923	Factories & Boilers Organization	All Time	7 days
20.	License for contractors under provision of The Contracts Labour (Regulation and Abolition) Act, 1970	Labour Department	CFE	License- 30 days Renewal- Auto on payment of fees
21.	Registration under The Shops and Establishment Act (including 365 days license)	Labour Department	Special & Renewal	Registration - 30 days Renewal- None
22.	Registration/Renewal of principal employer's establishment under provision of The Contracts Labour (Regulation and Abolition) Act, 1970	Labour Department	CFE & Renewal	Registration - 30 days Renewal – Not required (issued for one time)
23.	Registration/Renewal under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996	Labour Department	CFE & Renewal	Registration - 30 days Renewal – Not required (issued for one time)
24.	Registration/Renewal of establishment under the Inter State Migrant Workmen (RE&CS) Act, 1979	Labour Department	CFE/CFO & Renewal	Registration - 30 days Renewal – Not required (issued for one time)
25.	Registration and Renewal under Motor Transport Workers Act	Labour Department	Special & Renewal	Registration - 30 days Renewal- 30 days
26.	Licence & Renewal under Beedi & Cigar	Labour Department	CFE & Renewal	Registration - 30 days Renewal- 30 days
27.	Registration under Plantation Labour Act	Labour Department	CFE & Renewal	Registration - 30 days Renewal – 30 days
28.	Temporary Electricity Connection for Industrial Unit	Tripura State Electricity Corporation Limited	CFE/CFO	Feasibility : • 7 days where RoW not required • 15 days where RoW required Connection – 7 days

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29.	Permanent Electricity Connection for Industrial Unit	Tripura State Electricity Corporation Limited	CFE/CFO	Feasibility : • 7 days where RoW not required • 15 days where RoW required Connection – 7 days
30.	Water Connection for Industrial Unit outside Industrial Areas	PWD (DWS)	CFE/ Any time	Feasibility : 14 days Connection – 14 days
31.	Enrollment under Profession Tax	Taxes	Any Time	30 days
32.	Registration under Profession Tax	Taxes	Any Time	30 days
33.	License/Renewal under State Excise for Liquor manufacturing unit	Excise Department	CFE/CFO & Renewal	Excise Lol – 25 days Approval – 25 days Issue – 5 days Renewal – 30 days
34.	State Excise - Label Registration	Excise Department	Special	21 days
35.	State Excise - Label Registration Renewal	Excise Department	Renewal	21 days
36.	State Excise - Brand Registration	Excise Department	Special	21 days
37.	State Excise - Brand Registration Renewal	Excise Department	Renewal	21 days
38.	License for local sale, Import and export permit of Spirit and Indian-made foreign liquor (IMFL)	Excise Department	Special	10 days
39.	Trade License	Urban Development	Special	Registration - 7 days Renewal- Auto
40.	Construction Permit Approval	Urban Development	CFE	28 days
41.	Storage of construction material	Urban Development	Any time	3 days
42.	Mobile Tower Approval	Urban Development	Special	28 days
43.	Signage License for advertisement	Urban Development	Special	7 days
44.	Movie Shooting permission	Urban Development	Special	7 days
45.	Retail Drug License (Pharmacy)	Drug Controller	CFO & Renewal	License - 30 days Renewal – Auto on payment of license retention fee
46.	Wholesale Drug License	Drug Controller	CFO & Renewal	License - 30 days Renewal - Auto on payment of license retention fee

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47.	Drug Manufacturing License (registration and renewal)	Drug Controller	CFO & Renewal	License - 30 days Renewal - Auto on payment of license retention fee
48.	Medical Device Manufacturing License (registration and renewal)	Drug Controller	CFO & Renewal	License - 30 days Renewal – 30 days
49.	Application for Licenses under the Legal Metrology Act, 2009	Legal Metrology	CFE	License – 21 days
50.	Registration under the Legal Metrology Act, 2009	Legal Metrology	CFO & Renewal	Registration - 21 days Renewal – Not required
51.	Application for Registration of Packing of commodities	Legal Metrology	Anytime	Registration – 21 days
52.	Fire License (Registration and Renewal)	Fire Service	CFE, CFO & Renewal	Provisional during CFE – 14 days Occupancy during CFO- 21 days Renewal – 14 days
53.	Approval of drawing plan and Electrical Clearance of equipment's for charging	Electrical Inspectorate	CFE/CFO	CFE- 10 days CFO- 18 days
54.	Registration of Travel Agency	Tourism Department	Special	Registration - 7 days Renewal – 3 days
55.	Tourism Events- Performance License	Tourism Department	Special	Registration - 7 days
56.	Registration of Hotels	Tourism	Special	30 days
57.	Registration under State Cinema Regulations rules	District Administration	Special	30 days
58.	Movie Shooting permission for State Protected Monument	District Administration	Special	30 days
59.	Movie Shooting permission from District Collector	District Administration	Special	30 days
60.	Registration of Societies	Co-operation Department	Pre CFE	30 days
61.	License for wood based industry	Forest Department	CFE	30 days
62.	Application for Tree Felling	Forest Department	Any Time	30 days
63.	Application for carrying Forest Produce	Forest Department	Any Time	30 days
64.	Central Inspection Framework	Labour, Factories & Boilers, Pollution Control Board, Legal Metrology	Post CFE	As per requirement

Schedule-II
(See amendment Rule section 4)

USERCHARGES			
S.No.	Project Cost (Land+Building+Plant & M/c.)	Processing Fees(Rs.)	
		Establishment	Operation
1	Nil to Rs.25 Lakhs	500	500
2	Above Rs.25 Lakhs and upto Rs.1.00 Crore	2000	2000
3	Above Rs.1.00 Crore and upto Rs.5.00 Crore	5000	5000
4	Above Rs.5.00 Crore and upto Rs.10.00 Crore	7500	7500
5	Above Rs.10.00 Crore and upto Rs.25.00 Crore	10000	10000
6	Above Rs.25.00 Crore and upto Rs.50.00 Crore	15000	15000
7	Above Rs.50.00 Crore and upto Rs.100.00 Crore	20000	20000
8	Rs.100.00 Crore and above	25000	25000
<p>Note :</p> <ol style="list-style-type: none"> 1. Establishment means clearances sought by the applicant as required for establishment of an industrial unit as per Schedule-I of principal Rule. 2. Operation means clearances sought by the applicant as required for making operational an industrial unit as per Schedule-II of principal Rule. 			

Schedule-III
(See amendment Rule 6)

To

Form of Appeal

1)	Name & Address of the Unit	
2)	Location of the Unit	
3)	Line of Activity	
4)	Project Cost (in lakhs)	
5)	Employment	
6)	Application No./ID	
7)	Particulars of Clearance rejected by the Competent Authority	
8)	Reasons for rejection/Modification suggested, if any by Competent Authority	
9)	Details of Fees paid for appeal	
10)	Brief Details of appeal	

Place:

Date:

Signature

Name of the applicant:

Contact No.