



DELHI POLLUTION CONTROL COMMITTEE
DEPARTMENT OF ENVIRONMENT, (GOVT. OF NCT OF DELHI)
4TH FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-6
visit us at : <http://dpcc.delhigovt.nic.in>

F.No.:DPCC/IT CELL /2016 / 682

Dated: 09 / 05 / 2016

Sub: Minutes of meeting dated 19.02.2016 in order to facilitate Ease of Doing Business.

Please find enclosed herewith the minutes of meeting dated 19.02.2016 chaired by Chairman, DPCC in the conference room of Department of Environment GNCTD at 6th level, C Wing, Delhi Secretariat, New Delhi with regard to new software of DPCC and documents to be taken while accepting applications for consent.

Yours sincerely,

(Kulanand Joshi)

Member Secretary- cum-Chairman

Copy to :-

1. PA to Chairman, DPCC : for kind information to Chairman, DPCC please.
2. Director (Env.), GNCTD.
3. All Sr. Env. Engineers, DPCC.
4. IT Cell is required to incorporate the above mentioned policy decisions in DPCC software ensuring robust audit trail.
5. Scientist-D, DPCC.
6. All Env. Engineers, DPCC.
7. Sr. Scientist, DPCC
8. Administrative Officer, DPCC.
9. Sr. Account Officer, DPCC.
10. Master File.

Decisions taken in the meeting with Chairman, DPCC with regard to new software of DPCC and documents to be taken while accepting applications for consent

In pursuant to the vision envisaged for Ease of Doing Business, new software for DPCC has been developed by the vendor M/s Srijan Webmatics Pvt. Ltd, as per the direction/order issued by DPCC. It has been kept in mind that there must be provisions for uploading requisite documents by eliminating physical touch point to the applicant(s). The said software has been audited by IT Department in security perspective and the same is ready for uploading on to the official server. Hon'ble Minister for Environment, GNCTD is also monitoring the matter and has directed DPCC to upload the new software for usage by the public.

Before uploading the same, various issues w.r.t documents to be sought by DPCC and the provisions made in the online module of DPCC to be uploaded after receipt of consent applications were discussed with Chairman, DPCC in the meeting held on 19.02.2016 in the Conference Room of Department of Environment, GNCTD, 6th Level, C-Wing, Delhi Secretariat. SEE (IT & EC), EE (IT & EC) and Sh. Avishek Sinha of Srijan Webmatics Pvt. Ltd were present in the said meeting. After detailed discussions, following decisions were taken in the meeting:-

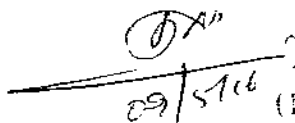
Sl No	Sl. No of Consent Application Form	Particulars	Existing Policy/Practice	Decision taken regarding policy to be adopted
1.	2(a)	Name and address of the industrial unit/Project/Premises for which the application is made.	Requirement of PAN card (which is not mentioned in the consent form) :- Copy of PAN Card of the Industrial Unit/Proprietor/HCU issued by Income Tax department except Govt. Owned / PSU Agencies, is being taken.	Existing policy shall continue. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
2.	2(c)	Status of the Unit : Owned Premises / On Rent	Owned Premises: - Proof of possession of plot/allotment letter/leased deed/Sale Deed etc. is being taken.	Owned Premises: - Existing policy shall continue. On Rent: - Only copy of valid rent agreement shall

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			On Rent: - Rent agreement and ownership proof of premises is being taken.	be taken.
3.	2(e)	Name & Designation of the person authorised to sign this application form (The original authorization except in case of individual proprietary concern to be enclosed)	Original authorized letter except in case of individual proprietary concern.	Existing policy shall continue. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
4.	4(a)	Are you registered as a Small Scale Industrial Unit	Only information is being sought.	In such cases, copy of SSI / MSME Registration Certificate shall be taken, if available.
5.	5	Gross capital investment (in Rs.) of the unit without depreciation till date of application (cost of building, land, plant and machinery) (To be supported by an undertaking and: Certificate from a Chartered Accountant. For proposed unit(s), give estimated	(i) For existing units, certificate, in original, from a Chartered Accountant is being taken. (ii) Further, Sl. No 4 of the office order dated 17.04.2013 says that "Consent Fee for Hotel projects shall be charged as applicable under the head of Industries. However, in case, any unit comes to DPCC, seeking Consent in the construction stage, the additional fee shall be charged as prescribed in the	(i) Existing policy shall continue. (ii) Consent fee for hotel projects at any stage shall be charged under as applicable under the head of industries.

(Signature)
09/5/14

		figure)*	above mentioned 'B' category"	
6.	6(a)	Location of the Unit (Commercial Area)	Proof of conformity with the provisions of Master Plan of Delhi from the concerned authority/local body is being taken.	Proof of conformity with the provisions of Master Plan of Delhi from the concerned authority/local body shall be taken. OR Relevant provision in the Master Plan showing conformity of the activity shall be taken. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
7.	6(a)	Location of the Unit (Residential Area)	Permission from High Power Committee constituted for the units in residential areas.	Proof of conformity with the provisions of Master Plan of Delhi from the concerned authority/local body shall be taken. OR Relevant provision in the Master Plan showing conformity of the activity shall be taken. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
8.	6(a)	Location of the Unit (Redevelopment	<ul style="list-style-type: none"> • Copy of valid license from concerned Municipal Authority. 	<ul style="list-style-type: none"> • Any one of the documents as proof of date of

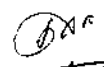

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		Area)	<ul style="list-style-type: none"> Authenticated Map issued by Industries Department for concerned Redevelopment Area indicating the location of the unit in the map (regarding unit falling within the boundary of the notified Redevelopment Area). <p style="text-align: center;">OR</p> <p>Certificate (in original) from Industries Department, Govt. Of NCT of Delhi regarding location of the unit within the boundary of the notified Redevelopment Area.</p> <ul style="list-style-type: none"> Any one of the documents as proof of date of establishment prior to 07.02.2007 as specified in the office order dated 19.6.2013 are being taken:- <ul style="list-style-type: none"> (a) Any order/direction by DPCC. (b) Municipal Corporation License. (c) Registration under factories Act. (d) BIS License. 	<p>establishment prior to 07.02.2007 as specified in the office order dated 19.6.2013 shall be taken.</p> <ul style="list-style-type: none"> Longitude and latitude shall be required to be submitted by the unit in the self certified undertaking. (Concerned cell shall compare the same with that of GSDL data to confirm whether the unit is falling within the boundaries of the said redevelopment area or not.) <p>Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.</p>
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			<p>(e) Sales Tax Registration of the unit.</p> <p>(f) Income tax return of the industry.</p> <p>(g) Permanent SSI registration.</p> <p>(h) Excise registration for manufacturing.</p> <p>(i) Drug licence if unit is manufacturing item covered under Drug Act.</p> <p>(j) Manufactures certificates in case of house hold electrical appliances.</p> <p>(k) Land Line telephone bill in the name of unit.</p> <p>(l) Power bill in the name of unit.</p>	
9.	6(b)	If unit situated in industrial Area, details of CETP Society membership thereof.	Copy of CETP membership / copy of receipt of payment made to CETP Society.	Existing policy shall continue.
10.	6(c)	Whether total effluent/sewage from the unit is discharged into conveyance system leading to CETP	At present, an undertaking is being taken on the said issue. No documentary proof is being taken.	Existing policy shall continue.
11.	6(d)	Whether a copy of	At present, an undertaking is	Existing policy shall

		certificate for connection for discharge of total effluent/sewage into conveyance system is enclosed	being taken on the said issue. No documentary proof is being taken.	continue.
12.	7(d)	Date of commissioning of construction	<p>(i) In the fee structure approved by DPCC Board dated 09.12.2009, the fee slab for Housing Complexes, Commercial Complexes, Office Complexes including IT and Infrastructural and Town Development Projects for built up areas less than 20,000 sqm is not mentioned.</p> <p>(ii) As per office order dated 17.04.2013, the status of proof of commissioning of construction is :-</p> <p>a) For the projects where construction has not commenced yet, for Consent to Establish, no documentary proof is being taken.</p> <p>b) For the projects where</p>	<p>(i) The fee structure for built up area 20,000 sqm – 50,000 sqm slab shall also be applicable for projects having built up area less than 20,000 sqm.</p> <p>(ii) As per office order dated 17.04.2013 :-</p> <p>(a) For the projects where construction has not commenced yet, for Consent to Establish, no documentary proof shall be taken.</p> <p>(b) For the projects where construction has already commenced, any one documentary proof of prior existence of the unit shall be taken:-</p>


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			<p>construction has already commenced, any two documentary proof of prior existence of the unit are being taken:-</p> <ul style="list-style-type: none"> • Power sanction letter / bill to the Unit indicating energization date. • Water sanction letter / bill to the Unit indicating initialization date. • Sanction Building Plan issued by MCD/DDA/any other concerned Govt. Agency along with copy of Environmental Clearance in case of projects coming under the purview of EIA Notification. • Completion Certificate issued by MCD/NDMC/DDA/concerned Agency. 	<ul style="list-style-type: none"> • Power sanction letter / bill to the Unit indicating energization date • Water sanction letter / bill to the Unit indicating initialization date. • Sanction Building Plan issued by MCD/DDA/any other concerned Govt. Agency along with copy of Environmental Clearance in case of projects coming under the purview of EIA Notification. • Completion Certificate issued by MCD/NDMC/DDA/concerned Local Body. <p>Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.</p>
13.	7(g)	Sanctioned Power Load (in KW) (Details of	Only information is being sought. However, no documentary proof is being taken.	For Consent to Operate / Renewal under Green / Orange category. Power /


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		Electricity meter number and name of the person be indicated)		electricity connection document (Electricity Bill) shall be taken. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
14.	8(a) & (b)	Month and Year of Commencement of Production	As per office order dated 17.04.2013, the status of proof of commencement of production is :- (a) For proposed units i.e. for Consent to Establish, no documentary proof is being taken. (b) For existing units i.e. Consent to Establish, any two documentary proof of prior existence of the unit are being taken:- <ul style="list-style-type: none">• MCD license with an undertaking that it is the first license issued to the unit.• Power sanction letter / bill to the Unit indicating energization date.• Water sanction letter / bill to the Unit indicating initialization date.• In case of rented premises, notarized affidavit from the landlord indicating date of first lease to the	a) For proposed units i.e. for Consent to Establish, no documentary proof shall be taken. b) For existing units i.e. Consent to Establish, any one documentary proof of prior existence of the unit shall be taken:- <ul style="list-style-type: none">• MCD license with an undertaking that it is the first license issued to the unit.• Power sanction letter / bill to the Unit indicating energization date.• Water sanction letter / bill to the Unit indicating initialization date.• In case of rented

			<p>Unit with a copy of the Lease Agreement.</p> <ul style="list-style-type: none"> • Registration under SSI/VAT/CST or with any other Govt. / Statutory Authority showing the year of Establishment/Operation • Sanction Building Plan issued by MCD/DDA/any other concerned Govt. Agency along with copy of Environmental Clearance in case of projects coming under the purview of EIA Notification. • Completion Certificate issued by MCD/NDMC/DDA/concerned Agency. 	<p>premises, self certified undertaking from the landlord indicating date of first lease to the Unit with a copy of the Lease Agreement.</p> <ul style="list-style-type: none"> • Registration under SSI/VAT/CST showing the year of Establishment/Operation with an self certified undertaking that it is the first license issued to the unit. • Registration from any Govt. / Statutory Authority showing the year of Establishment/Operation with an self certified undertaking that it is the first license issued to the unit. • Sanction Building Plan issued by MCD/DDA/any other concerned Govt. Agency along with copy of Environmental
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				<p>Clearance in case of projects coming under the purview of EIA Notification.</p> <ul style="list-style-type: none"> • Completion Certificate issued by MCD/NDMC/DDA/ concerned Agency. <p>Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.</p>
15.	14(a)	Source of Water Supply:- Municipal Authority (Details of water meter & name of the person be indicated)	<p>For Consent to Establish under Green/Orange & Consent to Operate/Renewal under Green Category, only information is being sought and no documentary proof is being taken.</p> <p>For Consent to Operate/Renewal under Orange Category, copy of water connection document from DJB / NDMC / DCB/DDA etc. (if having water connection) is being taken.</p>	Existing policy shall continue.
16.	14(b)	Ground Water (details of CGWA/DJB/DC permission/registration)	<p>For Consent to Establish, permission from CGWA/DJB is being taken.</p> <p>For Consent to Operate/Renewal, permission from CGWA/DJB is not being insisted upon.</p>	For all consent cases, submission of permission from CGWA/DJB shall not be insisted upon.
17.	17 (i)	Mode of disposal of treated effluents,	No documentary proof is being taken.	Existing policy shall continue.

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		with respective quantity, Litres/Day i. Into public sewer/open drain for : irrigation/inland surface water		
18.	Sl. No 2 of list of documents enclosed.	Undertaking in prescribed format	The last Para in the proforma of the undertaking is as per below:- "It is certified that contents of undertaking are true and correct to the best of my knowledge and belief and nothing has been concealed there from".	This Para shall be changed as per below:- "I hereby verify that what has been stated above is true and correct to the best of my knowledge, and nothing has been concealed therefrom. That, I agree to the automatic nullification of my request for consent/authorization/registration of my unit. I hold myself liable for perjury, falsehood, misrepresentation or omission and/or falsification or act of dishonesty for any fraudulent, fake or tampered documents that have been submitted".



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Apart from the above, the issue of documents being taken w.r.t some of the specific sectors was discussed and the following decisions were taken for compliance:

Sl No	Sector	Existing Policy/Practice	Decision taken regarding policy to be adopted
1	RES DH (Restaurant, Eating House, Sweet Shops, Dhaba & Hotel) sector and Banquet Halls/Party Lawns etc.	For Consent to Establish, Licence from concerned Local Health Authority (MCD/NDMC/ Delhi Cantonment Board) is being taken and proof regarding connection of their drainage system to the Public / Municipal / Delhi Jal Board Sewer from the concerned Authority(DJB/MCD/NDMC/DCB) OR an Affidavit that the unit is having proper connection of their drainage system to the Public / Municipal /Delhi Jal Board Sewer is being taken where units are located in the sewered areas. For Consent to Operate / Renewal cases, apart from above, license from Delhi Police under the " Delhi Eating Houses Registration Regulations ,1980" is being taken.	(a) Proof of conformity with the provisions of Master Plan of Delhi from the concerned authority/local body shall be taken. OR Relevant provision in the Master Plan showing conformity of the activity shall be taken. (b) Proof regarding connection of their drainage system to the Public / Municipal / Delhi Jal Board Sewer from the concerned Authority(DJB/MCD/NDMC/DCB) OR Self certified undertaking that the unit is having proper connection of their drainage system to the Public / Municipal /Delhi Jal Board Sewer shall be taken where units are located in the sewered areas. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
2	Manufacturing of Pharmaceuticals	CMCs while deciding such cases have been insisting for valid	The practice of insisting for valid License from Drug Control

		License from Drug Control Department, Govt. of NCT of Delhi along with list of items (Pharmaceuticals / Drugs) permitted..	Department, Govt. of NCT of Delhi alongwith list of items (Pharmaceuticals / Drugs) permitted shall be discontinued.
3	Manufacturing of Rubber Products	CMCs while deciding Consent to Operate / Renewal of such cases, have been insisting for SSI Registration Certificate from Industries Department Govt. of NCT of Delhi or stack monitoring report indicating VOC parameter as per the MoEF, GOI's notification.	For submission Consent to Operate/Renewal, unit shall submit copy of SSI Registration / MSME Certificate from Industries Department Govt. of NCT of Delhi or stack monitoring report indicating VOC parameter as per the Notification issued by MoEF, GOI. Accordingly, the list of documents at the end of consent application form shall also be amended.
4	Packaging of Tobacco	CMCs while deciding such cases have been insisting for valid License from Food Safety Department, Govt of NCT of Delhi	Existing policy shall continue. Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.
5	Petrol Pump cum Service Centre	<ul style="list-style-type: none"> • Approved Layout Plan (from Oil Companies) • Allotment letter/dealership with one of the four National Oil Companies i.e. Indian Oil Company, Hindustan Petroleum, Bharat Petroleum and IBP • Letter from Oil Company stating that dealership agreement is valid as on date. 	<ul style="list-style-type: none"> • Approved Layout Plan (from Oil Companies) • Allotment letter/dealership with one of the four National Oil Companies i.e. Indian Oil Company, Hindustan Petroleum, Bharat Petroleum and IBP • Letter from Oil Company stating that dealership agreement is valid as on date. • Proof of conformity with the provisions of Master Plan of



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			<p>Delhi from the concerned authority/local body shall be taken.</p> <p style="text-align: center;">OR</p> <p>Relevant provision in the Master Plan showing conformity of the activity shall be taken.</p> <p>Accordingly, the list of documents enclosed at the end of consent application form shall also be amended.</p>
6	Authorisation under Municipal Solid Waste Rules.	<ul style="list-style-type: none"> • Environmental Clearance • Authorization / agreement from Municipal Bodies • Clearance from Ministry of Civil Aviation, Govt. of India / Airport Authority • Proof of Possession of land for MSW activity from Land Owning Agency • Proof of conformity from DDA/Municipal Body • Department of Urban Development, Delhi • Town and Country Planning 	<p>Existing policy shall continue.</p> <p>Accordingly, the list of documents enclosed at the end of authorization form shall also be amended.</p>

It was also decided to seek latitude and longitude of the premises in the undertaking and in the layout plan of the unit while receiving application. Check list of the documents to be submitted along with the applications for various categories have accordingly prepared and enlisted hereunder. Sh. Avishek Sinha of M/s Srijan Webmatics Pvt Ltd has been directed to upload the security audited software on to the official server during Saturday and Sunday (20-21 Feb 2016) so that the new software is used with immediate effect. It has also been decided to direct all the officers to use the software mandatorily and shall



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use the same to generate and issue letters, reminders, refusals, SCNs, closure directions etc for which provisions have now been made so that the data of such matters can be retrieved at any given point of time.

It was decided to take up further issues related to the software in the near future so that the anomalies, if any, are removed and the procedure is simplified by way of reducing the number of documents and to completely avoid any physical touch point to improve the ease of doing business. List of the documents based on its activity, required to be submitted by the applicant, are enclosed as Annexure.


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AnnexureGreen Category(Consent to Establish)

Sl. No	Documents	Mandatory/Optional
1	Application Form	Mandatory
2	Consent Fee	Mandatory
3	Undertaking in prescribed format duly signed by applicant.	Mandatory
4	Project Report giving details of the unit, proposed capital investment, various activities, nos. of workers & employees, Manufacturing Process in Detail with flow chart, raw materials, products & by products (with quantity per day), details of water consumption & discharge, source of waste water/ emissions and proposed pollution control system/ measures (details of design & constitute units), as applicable	Mandatory
5	Lay out plan – In the layout plan of the unit dimensions & directions are to be indicated so that exact boundary of the unit is known	Mandatory
6	Proof of possession of plot/ allotment letter/ lease deed. In case of rental premises, valid rent agreement.	Mandatory
7	PAN Card of the Industrial Unit/Proprietor/HCU issued by Income Tax department except Govt. Owned / PSU Agencies	Mandatory
8	Original authorization letter except in case of individual proprietary concern.	Mandatory
9	If the unit is falling in the industrial area earmarked for redevelopment under MPD 2021. <ul style="list-style-type: none"> • Longitude and latitude shall be required to be submitted by the unit in the self certified undertaking. 	Mandatory



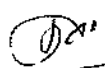
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Green Category (Consent to Operate/Renewal)

Sl. No	Documents	Mandatory/Optional
1	Application Form	Mandatory
2	Consent Fee	Mandatory
3	Undertaking in prescribed format duly signed by applicant.	Mandatory
4	Certificate, in original, from Chartered Accountant (w.r.t. column 5 of consent form)	Mandatory
5	Noise Monitoring Report of D.G. Set, if any, not more than six month old.	Mandatory
6	Proof of CETP Membership in the name & address of unit, if CETP exists.	Mandatory
7	Copy of the electricity/power bill of the connection being used by the applicant.	Mandatory
8	If the unit is falling in the industrial area earmarked for redevelopment under MPD 2021. <ul style="list-style-type: none"> • Longitude and latitude shall be required to be submitted by the unit in the self certified undertaking. 	Mandatory
9	PAN Card of the Industrial Unit/Proprietor/HCU issued by Income Tax department except Govt. Owned / PSU Agencies	Mandatory
10	Original authorization letter except in case of individual proprietary concern.	Mandatory


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
Orange Category(Consent to Establish)

Sl. No	Documents	Mandatory/Optional
1.	Application Form	Mandatory
2.	Consent Fee	Mandatory
3.	Undertaking in prescribed format duly signed by applicant.	Mandatory
4.	Project Report giving details of the unit, proposed capital investment, various activities, nos. of workers & employees, Manufacturing Process in Detail with flow chart, raw materials, products & byproducts (with quantity per day), details of water consumption & discharge, source of waste water/ emissions and proposed pollution control system/ measures (details of design & constitute units), as applicable	Mandatory
5.	Lay out plan – In the layout plan of the unit dimensions & directions are to be indicated so that exact boundary of the unit is known	Mandatory
6.	Proof of possession of plot/ allotment letter/ lease deed. In case of rental premises, valid rent agreement.	Mandatory
7.	PAN Card of the Industrial Unit/Proprietor/HCU issued by Income Tax department except Govt. Owned / PSU Agencies	Mandatory
8.	Original authorization letter except in case of individual proprietary concern.	Mandatory
9.	If the unit is falling in the industrial area earmarked for redevelopment under MPD 2021. <ul style="list-style-type: none"> • Any one of the documents as proof of date of establishment prior to 07.02.2007 as specified in the office order dated 19.6.2013 shall be taken. <ul style="list-style-type: none"> a) Any order/direction by DPCC. b) Municipal Corporation License. c) Registration under factories Act. d) BIS License. e) Sales Tax Registration of the unit. f) Income tax return of the industry. 	Mandatory

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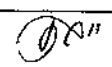
	<p>g) Permanent SSI registration.</p> <p>h) Excise registration for manufacturing.</p> <p>i) Drug licence if unit is manufacturing item covered under Drug Act.</p> <p>j) Manufactures certificates in case of house hold electrical appliances.</p> <p>k) Land Line telephone bill in the name of unit.</p> <p>l) Power bill in the name of unit.</p> <ul style="list-style-type: none">• Longitude and latitude shall be required to be submitted by the unit in the self certified undertaking.	
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Orange Category (Consent to Operate/Renewal)

Sl. No	Documents	Mandatory/Optional
1.	Application Form	Mandatory
2.	Consent Fee	Mandatory
3.	Undertaking in prescribed format duly signed by the applicant	Mandatory
4.	Certificate from Chartered Accountant (w.r.t. column 5 of consent form)	Mandatory
5.	Manufacturing Process in Detail with flow chart	Mandatory
6.	List of raw materials used, product manufactured and by-products generated during the process with maximum quantity per day	Mandatory
7.	Noise Monitoring Report of D.G. Set, if any, not more than six month old.	Mandatory
8.	ETP/STP effluent analysis report not more than six month old, if applicable	Mandatory
9.	Stack monitoring report(s) not more than six month old , if applicable	Mandatory
10.	Proof of CETP Membership in the name & address of unit, if CETP exists.	Mandatory
11.	Copy of the electricity/power bill of the connection being used by the applicant	Mandatory
12.	Copy of Water Connection, in case of Municipal Supply.	Mandatory
13.	PAN Card of the Industrial Unit/Proprietor/HCU issued by Income Tax department except Govt. Owned / PSU Agencies	Mandatory
14.	Original authorization letter except in case of individual proprietary concern.	Mandatory
15.	Copy of CGWA/DJB/DC Permission/ Registration	Optional
16.	SSI / MSME Registration Certificate, if applicable.	Mandatory for Rubber Units Only. If the unit does not submit the same, monitoring report consisting of VOC levels


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		shall be submitted mandatorily.
17.	Proof of conformity with the provisions of Master Plan of Delhi from the concerned authority/local body shall be taken. OR Relevant provision in the Master Plan showing conformity of the activity shall be taken.	Mandatory
18.	In case of RESDH (Restaurant, Eating House, Sweet Shops, Dhaba & Hotel) sector and Banquet Halls/Party Lawns etc. :- Proof regarding connection of their drainage system to the Public / Municipal / Delhi Jal Board Sewer from the concerned Authority(DJB/MCD/NDMC/DCB) OR Self certified undertaking that the unit is having proper connection of their drainage system to the Public / Municipal /Delhi Jal Board Sewer shall be taken where units are located in the sewerred areas.	Mandatory
19.	Valid License from Food Safety Department, Govt of NCT of Delhi in case of the units using tobacco as raw material.	Mandatory

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(Kulnand Joshi)
Special Secretary (Environment),
Member Secretary (DPCC)
Govt. of NCT of Delhi


20.	<p>In case of Petrol Pump cum Service Station:-</p> <ul style="list-style-type: none"> • Approved Layout Plan (from Oil Companies) • Allotment letter/dealership with one of the four National Oil Companies i.e. Indian Oil Company, Hindustan Petroleum, Bharat Petroleum and IBP • Letter from Oil Company stating that dealership agreement is valid as on date. • Proof of conformity with the provisions of Master Plan of Delhi from the concerned authority/local body shall be taken. <p style="text-align: center;">OR</p> <p>Relevant provision in the Master Plan showing conformity of the activity shall be taken.</p>	Mandatory
21.	<p>If the unit is falling in the industrial area earmarked for redevelopment under MPD 2021.</p> <ul style="list-style-type: none"> • Any one of the documents as proof of date of establishment prior to 07.02.2007 as specified in the office order dated 19.6.2013 shall be taken. <ul style="list-style-type: none"> a) Any order/direction by DPCC. b) Municipal Corporation License. c) Registration under factories Act. d) BIS License. e) Sales Tax Registration of the unit. f) Income tax return of the industry. g) Permanent SSI registration. h) Excise registration for manufacturing. i) Drug licence if unit is manufacturing item covered under Drug Act. j) Manufactures certificates in case of house hold electrical appliances. k) Land Line telephone bill in the name of unit. l) Power bill in the name of unit. 	Mandatory

(Signature)

(Kulnand Joshi)
Special Secretary (Environment)
Member Secretary (DPCC)
Govt. of NCT of Delhi

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	<ul style="list-style-type: none">• Longitude and latitude shall be required to be submitted by the unit in the self certified undertaking.	
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09/5/16

(Kulavand Joshi)
Special Secretary (Environment)/
Member Secretary (DPCC)
Govt. of NCT of Delhi