

Standard Operating Procedure for disposing the application under Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987.

1. Receipt of online application on web portal.
2. Scrutiny of application regarding requisite fee & documents.
3. Complete deficiencies online or seek clarification required from the applicant.
4. Physical verification of the unit and particulars furnished in the application by visiting the unit.
5. Recommendation to Designated Authority on the basis of inspection by field staff.
6. Issue of license or rejection of application based on the merit of the case.

Sr. No. 99

Name of the Service:

Provisional Licence for Processing under the Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987.

List of Documents Required:

1. Application Form-1 clearly indicating the IS Specification of all the products to be manufactured.
2. List of Lab Equipments.
3. List of Plant & machinery.
4. Copy of bills of plant & machinery and other equipment.
5. Manufacturing Process & Flow Chart.
6. Copy of allotment letter of HSIIDC/rent agreement/land paper as address proof.
7. Valid consent to establish unit from pollution angle issued by Haryana State Pollution Control Board.
8. List of Technical staff with qualification.
9. Application fee in form of DD in favour of Director of Industries & Commerce, Haryana

Sr. No. 100

Name of the Service:

Provisional License for Trading under the Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987

List of Documents Required:

1. Application Form-1A.
2. Authority letter of the manufacturer/supplier.
3. Copy of allotment letter of HSIIDC/rent agreement/land paper as address proof.
4. Application fee in form of DD in favour of Director of Industries & Commerce, Haryana

Sr. No. 101

Name of the Service:

License for processing under the Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987.

List of Documents Required:

1. Application Form-1 clearly indicating the IS Specification of all the products to be manufactured.
2. Previous Provisional lubricating licence in original.
3. List of Lab Equipments.
4. List of Plant & machinery.
5. Manufacturing Process & Flow Chart.
6. Sale & purchase report for last six months verified by CA.
7. Test report of all the products of at least one batch from recognized laboratory.
8. Copy of allotment letter of HSIIDC/rent agreement/land paper as address proof.
9. Valid consent operate unit from pollution angle issued by Haryana State Pollution Control Board.
10. List of Technical staff with qualification.
11. Application fee in form of DD in favour of Director of Industries & Commerce, Haryana

Sr. No. 102

Name of the Service:

License for Trading under the Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987

List of Documents Required:

1. Application Form-1A.
2. Authority letter of the manufacturer/supplier.
3. Copy of allotment letter of HSIIDC/rent agreement/land paper as address proof.
4. Application fee in form of DD in favour of Director of Industries & Commerce, Haryana
5. Previous Provisional lubricating licence for Trading in original

Sr. No. 103

Name of the Service:

Renewal of license for processing under the Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987.

List of Documents Required:

1. Application Form-1 clearly indicating the IS Specification of all the products to be manufactured.
2. Previous Lubricating Licence in original.
3. List of Lab Equipments.
4. List of Plant & machinery.
5. Manufacturing Process & Flow Chart.
6. Sale & purchase report for last three years verified by CA.
7. Test report of all the products of last three batches from recognized laboratory.
8. Copy of allotment letter of HSIIDC/rent agreement/land paper as address proof.
9. Valid consent operate unit from pollution angle issued by Haryana State Pollution Control Board.
10. List of Technical staff with qualification.
11. Application fee in form of DD

Sr. No. 104

Name of the Service:

Renewal License for Trading under the Lubricating Oil and Greases (Processing, Supply and Distribution Regulation) Order, 1987

List of Documents Required:

1. Application Form-1A.
2. Authority letter of the manufacturer/supplier.
3. Copy of allotment letter of HSIIDC/rent agreement/land paper as address proof.
4. Application fee in form of DD in favour of Director of Industries & Commerce, Haryana
5. Previous lubricating licence for Trading in original