

Amendment for revised building plan

1	Name of Approval / NOC/ License/ Registration	Amendment for revised building plan
2	Competent Authority	Assistant Director/ Deputy Director/ Director of the Factories
3	Applicability Criteria	Factory should be registered under the factories act, 1948
4	Stage	The occupier shall apply to the Chief Inspector for such approvals.
5	SLA/ Number of Days	(i) 15 working days for non-hazardous factories; and (ii) 30 working days for hazardous and MAH factories;
6	Documents Required	(i) Factory building plan, which includes Site Plan, Detailed Plan and Sectional Elevation Plan of every room of factory; (ii) Form-1 (Particular of room in the factory); (iii) Questionnaire to Form-1; (iv) Certificate of Stability (Form-2) duly issued by Competent Person as authorized by Director of Factories; (v) A brief description of manufacturing process / Process Flow Chart; (vi) NOC of Fire Department; (vii) NOC of UPPCB; (viii) NOC from Local body (Nagar Nigam/Nagar panchayat/Notified Area); (ix) NOC from Explosive Department; (x) NOC from Electrical Safety Department; (xi) Proof of ownership of factory premises; (xii) Notification of Site; Safety Audit; (xiii) On site Emergency Plan.

7	Procedure for getting license	<p>Step-1 a) The applicant shall open the Online Single Window Portal using the address (www.niveshmitra.up.nic.in) b) Register in Online portal using their personal Details and Contact Details and login into the portal.</p> <p>Step-2 After logging into the web portal, the applicant shall fill the common application form and add a unit and then shall need to click on apply for Permissions/ NOC's/ License option and select the unit and Amendment for revised building plan</p> <p>Step-3 Then click on fill form for Amendment for revised building plan After completing all entries of the application, submit the form.</p> <p>Step-4 Departmental officer shall scrutinize the application and dispose it.</p>
8	Fee & Mode of Payment	No fee for the service