

Documents to be submitted along with “Consent to Operate” application

- Paid Bank Challan for depositing fees (3rd Copy)
- Rent agreement, rent receipt, Land deed, Porcha, Lease document (as applicable)
- Land Conversion Certificate
- Latest trade license, certificate of enlistment by local body
- Gross Capital Investment Certificate (Affidavit / CA Certificate / Undertaking)
- List of machineries
- Manufacturing Process flowchart, description
- Details of Emission, Effluent, Solid waste management plan
- Site plan / layout
- Road map / Route map
- Letter of Authorisation

Additional Documents/ Industry Specific documents

- Current test reports for emission, effluent (done within last 1 year)
- Factory Licence, SSI Registration (as applicable)
- Copy of NOC / Previous CFO/ Authorisation of WBPCB (in case of Renewal of Consent to Operate)
- Paid challan for water cess (as applicable)
- Status of compliance of previous directions / conditions(as applicable)
- Registration (for non-ferrous recyclers / waste / used oil re-processors)
- Previous trade licence, SSI certificate, Electricity bill in the name of unit (for pre December 1997 units)
- Valid forest license (Saw mill, Plyboard industries etc.)
- Agreement with oil company (Fuel Dispensing with or without servicing)
- Fire license, Explosive license (Fuel Dispensing with or without servicing, Fireworks and other units as applicable)
- No objection from Excise Department (Distillery, Brewery, Bottling of alcoholic beverage)
- Permission for groundwater abstraction from competent authority (as applicable)
- Approved Building Plan (Construction projects, large hotels, large health care establishments etc.)
- Permission of KoPT and L & LR Department (for Excavation of sand from river bed and its storage, handling, transportation)
- Health licence (for Health Care units)
- Agreement with CBMWTSDF operator or In-house BMWTSDF details (for Health Care units)
- Any other relevant permission/licence (e.g. permission from KoPT for use of jetty, permission from Airport Authority etc.)

Note : Requirement of documents may vary on a case to case basis