

Application for Letter of Offer for Establishment of Auto Emission Testing Centre, Licence for Operation of a New Center for Auto Emission Testing and Licence for Renewal of Operation of an Existing Auto Emission Testing Centre

Establishment of a new Centre Renewal of Licence
Duly completed form alongwith necessary attachments are to be submitted in duplicate to the PVD / district RTA

**DEPARTMENT OF TRANSPORT
GOVERNMENT OF WEST BENGAL**

Writers' Buildings, Kolkata – 700 001
Ph: 22145455
Fax: (0091) (33) 22144700

WEST BENGAL POLLUTION CONTROL BOARD

Paribesh Bhawan, 10A, Block – LA, Sector III, Salt Lake, Kolkata – 700 098
Ph: 2335 9088, Fax: (0091) (33) 2335 8073
Email: [wbpcbnet@wbpcb.gov.in](mailto:wbpbcnet@wbpcb.gov.in)
Website: www.wbpcb.gov.in

Application no.:

AETC ID no.:

Date of Submission:

From :
(Name of the Applicant) (Designation of the Applicant)

M/s
(Name of the Auto Emission Testing Centre)

Address of the Auto Emission Testing Centre

Premises no.: Road:
P.O.: Pin: Ward no.: Dist.:
Local body: P. S.:
Tel: Fax:
Email: Website:

To : Public Vehicles Department / Regional Transport Authority.....(District)

Sir,

- I/We, hereby, apply for obtaining permission or the letter for Establishment / Licence for Operation / Renewal of Licence for Operation of the above mentioned Auto Emission Testing Centre (Auto-Emission Clinic for the purpose of testing / measuring of Emission of smoke and gas by the diesel / petrol / LPG driven vehicles and causing minor adjustment and tuning) by (Mr./Mrs./Dr.)..... for a period from to and declare that the information furnished in the application form and Annexure/Appendices is correct to the best of my/our knowledge and undertake to furnish any other information within seven days of its being called for by the Transport Authority / State Board.
- I/We, have gone through the terms and conditions of the licence and agree to abide by all the terms and conditions prescribed or to be prescribed by the Government from time to time.
- I/We, hereby, agree to submit application for renewal of licence to the Public Vehicle Department / Regional Transport Authority, two months before expiry of the valid licence.
- I/We submit Rs. (Rupees.) as licence fee.

Seal

.....
(Full Signature of the Applicant with date)

GENERAL INFORMATION (FOR PVD / RTA RECORD)

- Month and Year of commissioning of the centre:
(In case of new Centre mention the proposed month and Year of commissioning)
- Previous licence (if any)
For petrol/LPG/CNG: no. Date: Valid upto:
For diesel: no.: Date: Valid upto:
(please attach the original licence for petrol / diesel /both)
- Power supply agency at the premises:.....[CESC/WBSEB/Captive/Others (please specify)]

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4. Located in: Petrol pump Commercial area Automobile service centre
 Residential building Engine retrofitment centre Automobile manufacturing company
5. Working period in the Centre: Per day hours; Per month days
6. Total area of vacant space available for adequate parking of vehicle for emission testing:
7. No. of vehicle can be parked within the vacant space for emission testing:
8. Adequate adjacent road is available for roadside queue of vehicles without causing any hindrance to the pedestrians or road traffic: Yes No

TECHNICAL INFORMATION (FOR PVD / RTA / WBPCB RECORD)

A. EMISSION TESTING OF PETROL/LPG/CNG DRIVEN VEHICLES

9. Type of emission testing equipment available:

Description	Two Gas (CO, HC) Analyser	Four Gas (CO, HC, CO ₂ , O ₂) Analyser	Five Gas (CO, HC, CO ₂ , NO ₂ , O ₂) Analyser
No. of equipment			
Make			
Model			
Serial no.			
Year of manufacturing			
Date of procurement			
Type Approval under CMVR-116 (3) from	<input type="checkbox"/> ARAI <input type="checkbox"/> VRDE <input type="checkbox"/> IIP <input type="checkbox"/> Other	<input type="checkbox"/> ARAI <input type="checkbox"/> VRDE <input type="checkbox"/> IIP <input type="checkbox"/> Other	<input type="checkbox"/> ARAI <input type="checkbox"/> VRDE <input type="checkbox"/> IIP <input type="checkbox"/> Other

[If the no. of equipment is more, provide information in separate sheet using same format]

10. Details of emission testing equipment:

Description	Two Gas (CO, HC) Analyser	Four Gas (CO, HC, CO ₂ , O ₂) Analyser	Five Gas (CO, HC, CO ₂ , NO ₂ , O ₂) Analyser
Length & diameter of suction pipe			
Length & diameter of sampling probe			
Primary line filter	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Water trap	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Secondary filter	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Flowmeter	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Extension of suction pipe	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Engine RPM sensor	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Engine oil temperature sensor	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Communicating serial port	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Leak test facility	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist

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	Two Gas (CO, HC) Analyser	Four Gas (CO, HC, CO₂, O₂) Analyser	Five Gas (CO, HC, CO₂, NO₂, O₂) Analyser
Print out facility	<input type="checkbox"/> Manual <input type="checkbox"/> Automatic	<input type="checkbox"/> Manual <input type="checkbox"/> Automatic	<input type="checkbox"/> Manual <input type="checkbox"/> Automatic
	<input type="checkbox"/> Single copy <input type="checkbox"/> Duplicate	<input type="checkbox"/> Single copy <input type="checkbox"/> Duplicate	<input type="checkbox"/> Single copy <input type="checkbox"/> Duplicate
Printout content	<input type="checkbox"/> Date <input type="checkbox"/> Time <input type="checkbox"/> Reg. no. of vehicle	<input type="checkbox"/> Date <input type="checkbox"/> Time <input type="checkbox"/> Reg. no. of vehicle	<input type="checkbox"/> Date <input type="checkbox"/> Time <input type="checkbox"/> Reg. no. of vehicle
Calibration	<input type="checkbox"/> Span/Zero gas <input type="checkbox"/> Electronic <input type="checkbox"/> Electro-mechanical	<input type="checkbox"/> Span/Zero gas <input type="checkbox"/> Electronic <input type="checkbox"/> Electro-mechanical	<input type="checkbox"/> Span/Zero gas <input type="checkbox"/> Electronic <input type="checkbox"/> Electro-mechanical
Adjustment facility using zero & span gas	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Calibration check facility	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Frequency of calibration			
Last date of calibration			
Annual Maintenance contract	<input type="checkbox"/> Exists with manufacturer <input type="checkbox"/> Exits with others <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists with manufacturer <input type="checkbox"/> Exits with others <input type="checkbox"/> Doesn't exist	<input type="checkbox"/> Exists with manufacturer <input type="checkbox"/> Exits with others <input type="checkbox"/> Doesn't exist

B. EMISSION TESTING OF DIESEL DRIVEN VEHICLES

11. Type of emission testing equipment available:

[If the no. of equipment is more, provide information in separate sheet using same format]

- a) No. of equipment: _____ b) Make: _____
c) Model: _____ d) Serial no.: _____
e) Year of manufacturing: _____
f) Type approval under CMVR – 116(3) from : ARAI VRDE IIP Other

12. Details of emission testing equipment:

Description	Smoke Opacimeter	
Principle of operation	<input type="checkbox"/> Partial flow	<input type="checkbox"/> Full flow
Measurement unit and range		
Length & diameter of suction pipe		
Length & diameter of sampling probe		
No. of sampling probe		
Extension of suction pipe	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	
Chamber pressure & temperature sensor	Pressure sensor <input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	Temperature sensor <input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist
Flowmeter	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	
Engine RPM sensor	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	
Engine oil temperature sensor	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	
Back pressure sensing facility	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	
Communicating serial port	<input type="checkbox"/> Exists <input type="checkbox"/> Doesn't exist	
Print out facility	<input type="checkbox"/> Manual <input type="checkbox"/> Automatic	<input type="checkbox"/> Single copy <input type="checkbox"/> Duplicate

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Description	Smoke Opacimeter
Printout content	<input type="checkbox"/> Date <input type="checkbox"/> Time <input type="checkbox"/> Reg. no. of vehicle
Calibration	<input type="checkbox"/> Orifice type <input type="checkbox"/> Foil type <input type="checkbox"/> Other
Adjustment facility	<input type="checkbox"/> Yes <input type="checkbox"/> No
Calibration check facility	<input type="checkbox"/> Yes <input type="checkbox"/> No
Frequency of calibration	
Last date of calibration	
Annual Maintenance contract	<input type="checkbox"/> Exists with manufacturer <input type="checkbox"/> exists with others <input type="checkbox"/> Doesn't exist

C. INFRASTRUCTURE FACILITIES

13. Other facilities available for emission monitoring:

a) Computer	<input type="checkbox"/> Yes <input type="checkbox"/> No	e) Printing facility with date, time, photograph of vehicle number plate & test data	<input type="checkbox"/> Yes <input type="checkbox"/> No
b) Software for data transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No		
c) Web camera	<input type="checkbox"/> Yes <input type="checkbox"/> No		
d) Computer printer	<input type="checkbox"/> Yes <input type="checkbox"/> No	f) Test data storage & transfer facility	<input type="checkbox"/> Yes <input type="checkbox"/> No

14. Personnel for emission monitoring:

a) No. of instrument operators:

b) Name & educational qualification of the operators:

c) Whether undergone any training by the equipment supplier: Yes No
(if yes, pl. enclose copy of the certificate)

d) Whether undergone any training at WBPCB: Yes No
(if yes, pl. provide details)

e) Whether experienced in computer operation: Yes No

15. Emission measuring equipment is located at: Open area Inside a room Under a shed

16. Facility for delivery of gaseous emission away from the : Yes No
operator of the measuring instrument
[If 'No' what is the precautionary measure.]

D. OTHER INFORMATION (FOR PVD / RTA / WBPCB RECORD)

17. Information on number of tests carried out during last six months:

For petrol/LPG/CNG vehicles		For diesel vehicles	
No. of tests conducted last six months		No. of tests conducted last six months	
No. of test result complied with standard		No. of test result complied with standard	
No. of test results failed		No. of test results failed	
No. of re-tests carried out		No. of re-tests carried out	

Seal

.....
(Full Signature of the Applicant with date)

- ⇒ All enclosures and documents (except originals) must be signed/counter-signed by the applicant with official seal.
- ⇒ All subsequent corrections in the application form and enclosures should be signed by the applicant or any person authorised by the applicant.
- ⇒ The form is to be filled preferably in by typewriting or legible hand writing

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Terms and Condition for Auto Emission Testing Center

Equipment

1. At least one set of Opacity Meter (for Smoke Density testing) with engine RPM sensor for diesel engine, engine oil temperature sensor, computer, web-camera, software for measured data transfer from measuring instruments to computer, colour printer and/or Four or Five Gases Analyser with engine RPM sensor for Petrol / LPG / CNG engine, engine oil temperature sensor, computer, web-camera, software for measured data transfer from measuring instruments to computer, colour printer to be installed at the mentioned premises within 30 days from the date of receipt of the Offer Letter for Establishment of an Auto Emission Testing Center. The time limit of the Offer Letter may be extended for further period of 30 days on application with valid grounds.
2. The Opacity Meter (Smoke Testing) and/or Gas Analyser to be installed, should have the approval under Sub-Rule (3) of Rule 116 of the Central Motor Vehicle Rules, 1989 viz. National Environmental Engineering Research Institute, Nagpur-440 001; or Vehicle Research and Development Establishment of the Ministry of Defense of the Government of India; or Automotive Research Association of India, Pune; or the Central Machinery Testing and Training Institute, Budni (MP); or the Indian Institute of Petroleum, Dehradun or such agencies as may be specified by the Central Government for granting a certificate by that agency as to the compliance of provisions of the Act and Rules.
3. The Opacity Meter (Smoke Testing) with built in Engine Revolution per minute (RPM) sensor, Engine Temperature sensor and data plain paper printer and /or Four (CO, CO₂, HC, O₂) / Five (CO, CO₂, HC, O₂ and NO_x) Gas Analyser with built in Engine Revolution per minute (RPM) sensor, Engine Temperature sensor and data plain paper printer along with Computer, Web camera, software for data transfer from measuring instruments to the computer should be procured by the occupier / owner's cost for which the occupier / owner may enter into necessary contracts with the company / organisation for repair, maintenance and calibration of the equipments.
4. The calibration of gas analyser to be calibrated with span gas calibration with known concentration at minimum five points covering zero to full scale range, calibration points should be uniformly spread as far as possible, it is preferable to test at ten points with five points below 5% of CO and below 10% of CO₂. The interference effects – the sum of the individual effects on the reading of the analyser from other gases and particulate in concentration closed to those existing in the engine exhaust gas should be less than 0.2 units, interference of Carbon-dioxide (CO₂) and water should be checked with CO₂ gas between 12 to 16 % concentration by flowing:
 - (a) only CO₂ gas;
 - (b) CO₂ gas bubbled through water;
 - (c) Nitrogen bubbled through water; and
 - (d) CO bubbled through water or known mixture of all gases.The instrument should have a suitable provision for connection to the pressurised 10 / 47 litre gas cylinders by the means of ¼ inch Teflon tube and compression tube fitting

Working

5. The Testing Center will operate on all working days during the period for which the Petrol Pump / Garage normally remains open for services. In case the testing centre is installed on a separate vacant plot, which is not attached to any garage or petrol pump, the time schedule for the testing center should comply with the provision of the Shop & Establishment Act., and time schedule displayed at a conspicuous space in bold letters.

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6. The environmental specifications for the instrument room should be in conformity to those laid out by the instrument manufacturers.
7. The occupier / owner will also display a board in such a manner that enables any customer to locate your testing centre from a considerable distance. Necessary guidelines prescribing the size, lettering and design will be communicated to you in due course.
8. The vehicles shall be tested by / under the supervision of a technically qualified person having certificate of motor mechanics, issued from I.T.I. or any other recognised institutions.

Service

9. To eliminate all doubts in this regard, it is hereby clarified that the Test will mean and include minor engine / fuel pump adjustments. You will be entitled to a combined fee for testing the vehicles as well as for making necessary adjustments and for issuance of Test Certificate and PUC Certificate at the prescribed rate mentioned in clause (16) hereinafter.
10. After causing necessary Test you will issue Test Certificate in the prescribed format to be finalized by the Transport Department, Government of West Bengal.
11. In addition to issuance of Test Certificates you will also issue a 'Pollution Under Control Certificate' against the vehicle passing such test. Such Certificate will be made available to you from the Office of the Director, Public Vehicles Department and Regional Transport Officers of different districts on payment of nominal charges as may be prescribed from time to time.
12. In each of such Test Certificate and the PUC Certificate, the occupier / owner will mention the running serial number of the Certificate. The Certificate must be signed by the technical hand appointed by the occupier and a seal of your company/Testing Centre bearing Licence number of your Testing Centre and must be duly stamped.

Where a vehicle is detected by the competent authority as discharging excessive smoke or emission of gaseous pollutants, etc. and where the registered owner is directed to produce the concerned vehicle for re-test within a period of 15 days from the date of your issuing the Test Certificate you will be required to arrange the re-test of the vehicle and issuance of fresh test certificate on production of earlier test Certificate issued by you and if the emission value is within standard then PUC Certificate to be issued.

13. No Testing Centre shall test more than 50 vehicles a day against a single set of equipment installed.

Returns

14. You will be required to submit a monthly statement of vehicles tested by you date-wise in the following proforma:

Date	Registration. no. of the vehicle	Emission testing				Passed or Failed	
		Smoke density for diesel vehicles		Gaseous emission for petrol/LPG/CNG vehicles		Before adjustment	After adjustment
		Before adjustment	After adjustment	Before adjustment	After adjustment		

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15. The occupier / owner will be liable to submit a return showing the names of the personnel employed, describing in detail qualifications and other particulars within 30 days from such appointment to the Director, Public Vehicles Department who may approve or disapprove such appointment in writing within 60 days of such intimations. In the event of non-communication by the Director as such it may be presumed that approval has been given. In the event the Director disapproves then you will be liable to appoint another suitable person in terms of the conditions referred to herein.
16. (a) For the above stated service i.e. testing of vehicle and minor adjustments you will be allowed to realise a consolidated amount of fees per vehicle as fixed by the Transport Department.
- (b) The above rates are inclusive of all costs, charges and fees. The occupier/owner will not be entitled to claim any further amount of concession either from the customers or the Government on any account whatsoever.

Fees for the license & renewal thereof

17. An Auto Emission Testing Centre has to deposit the prescribed fee, as fixed by the Transport Department, along with first application for license and also along with the renewal application for license. The license can be renewed each year on application. Renewal applications shall be submitted two months prior to the date of expiry of the license, in the prescribed form along with the prescribed fees and other papers, as instructed in the renewal application form. Renewal may be granted after proper examination of satisfactory services rendered by the concerned Testing Centre, and subject to the terms and conditions of the license.

Qualification and Training of personnel

18. The occupier/owner will be required to employ at least one technically qualified person for each machine installed by the occupier / owner having the following qualifications:-
- a) Motor Mechanic Certificate issued by any approved Industrial Institute (ITI).
 - b) Two years experience in engine adjustment (a certificate in this regard from any reputed workshop or motor garage may be treated as adequate).
19. The occupier / owner will be required also to employ other necessary staff for issuance of PUC and Test Report Certificates as well as for collection of test fees.

Normally one Clerical hand, one technical staff may be treated as adequate for each machine installed. Normally the technical knowledge of handling the machine, computer will be important by the Sale Agents of the manufacturer of the machine. The technical staff and clerical staff to start testing and issuing necessary certificate at a testing center should possess training certificate issued by the West Bengal Pollution Control Board.

Provision of control and supervision of the Transport Authorities / WBPCB

20. The occupier / owner will be required to work under direct control and supervision of the Transport Department of West Bengal through the Director, PVD for Kolkatta, in case of District – the concerned District Magistrate through their Regional Transport Officer's of the concerned Districts, as the case may be. The occupier will be required to implement all directions issued and condition prescribed to from time to time for effective implementation of the pollution control measures in the State and shall carry out or implement such other terms and condition as may be imposed from time to time.

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21. The Auto Emission Testing Center may be inspected occasionally by the M.V.I. (Tech) Inspector of the motor vehicles and or Officers of the West Bengal Pollution Control Board and the occupier will be required to produce all registers, papers, etc. on demand and allow examination of the activities of the staff and officials as well as the efficiency of the equipment.
22. The occupier / owner will not be entitled to refuse to test any vehicle reported / brought to you 30 minutes before the closing of the time schedule subject to the limitation prescribed in clause 11 above.
23. The occupier / owner will maintain a register of testing having columns as per proforma below:
 - Registration Number of the Vehicle, Class of Vehicle, Date and Time Reported, Tested by, Testing Report, Certificate Number issued, Fees realized and Other Particulars if any.The occupier / owner will maintain a monthly statement book.

Suspension or Cancellation of Licence

24. The licence may be suspended and/or terminated or cancelled or revoked at any time, if the authority finds the testing centres and equipments installed therein not working as per the terms and conditions mentioned above or the occupier is found to have adopted any unfair means in issuing of PUC or running the centre in a manner which creates congestion of roads thereby causing hindrance to pedestrian and vehicles movement or on account of default or contravention of any of the terms of the licence.
25. In case of suspension or termination, revocation or cancellation of the licence, the occupier / owner will not be entitled to claim any compensation from the Government of West Bengal for such revocation or termination, suspension or cancellation. Before such action is taken the occupier will be given an opportunity of being heard.
26. If the occupier / owner is aggrieved by any such order issued by the RTO and / or Director, PVD, the occupier / owner may prefer an appeal to the Secretary, Transport Department, Government of West Bengal and the decision of the Secretary, Transport Department, Government of West Bengal will be final and binding upon the occupier / owner.
27. After installing the testing equipment and appointing testing personnel within a period of 30 days hereof you shall intimate the authority concerned who shall then cause an enquiry and after being satisfied shall issue necessary license for a period of one year renewable in terms of clause 15 above. The license shall be displayed at a conspicuous place of the Centre.
28. The license shall be subject to all the terms and conditions contained herein and shall be governed by the relevant provisions of the respective enactment in this regard and the rules or orders or guidelines that may be framed or issued from time to time by the appropriate authority.
29. Complaint Book to be maintained by the occupier / owner of the auto emission testing center and to be made available to the Motor Vehicle Inspectors.

Accepting the terms and condition as mentioned above.

Seal

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(Full Signature of the Applicant with date)