

## NEW REGISTRATION AND ISSUING LICENSE (MAH factories / Hazardous factories)

Detailed procedure for Factory Registration and Grant of Licence of Other Than Hazardous Factory and Hazardous Factory

### Hazardous Factory

As per Rule 2(o) of Maharashtra Factories Rules 1963, "Hazardous Factory" means a factory in which manufacturing process is carried out, involving use, storage, handling or processing of any substance which is flammable, toxic, explosive, highly reactive chemicals as defined in clause (a) of Rule 2 of The Maharashtra Factories (Control of Industrial Major Accident Hazards) Rules, 2003 or "corrosive substance" as defined in sub-clause (a) of clause (1) of schedule XII prescribed under Rule 114 of the Principal Rules or where such substances are evolved in the manufacturing process.

### PROCESS FLOW FOR APPLICATION THROUGH MAITRI PORTAL

VISIT <https://maitri.maharashtra.gov.in>



CREATE LOGIN ID & PASSWORD.



FILL THE CAF FORM.



SELECT SERVICES.

1. FACTORY REGISTRATION (HAZARDOUS FACTORY)



PROCEED TO FILL FORM 1



UPLOAD REQUIRED DOCUMENTS.



PAY THE REQUIRED FEES.

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" PROCESS FLOW FOR APPLICATION THROUGH AAPLE SARKAR "

VISIT <https://aaplesarkar.mahaonline.gov.in>



CREATE LOGIN ID & PASSWORD THROUGH GIVEN OPTIONS.



LOGIN TO AAPLE SARKAR WEBSITE.



SELECT INDUSTRY, ENERGY & LABOUR.  
(FROM LEFT SIDE OF THE PAGE)



SELECT LABOUR IN DEPARTMENT COLUMN.



SELECT SERVICE FROM GIVEN OPTIONS AND PROCEED.  
REGISTRATION FORM 1.



WEBSITE WILL DIRECT TO <https://lms.mahaonline.gov.in>



PROCEED TO FILL FROM 1 FOR REQUIRED SERVICES. (FROM LEFT SIDE IN  
PORTAL )



UPLOAD REQUIRED DOCUMENTS.



PAY REQUIRED FEES.

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PROCESS FLOW FOR <https://lms.mahaonline.gov.in> (ALREADY REGISTER USER  
IN LMS PORTAL)

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SELECT SERVICE (FROM LEFT SIDE IN THE PORTAL)



PROCEED TO FILL REGISTRATION FORM 1 (HAZARDOUS)



UPLOAD REQUIRED DOCUMENTS.



PAY THE REQUIRED FEES.

## **Necessary Documents for Factory Registration and Grant of Licence for Hazardous Factory**

**(SLA Timeline 30 days as per RTS)**

1.	ADHAR CARD / PASSPORT
2.	FORM 1 DULY SIGNED BY OCCUPIER AND MANAGER
3.	LEAVE AND LICENSE AGREEMENT / OWNERSHIP DOCUMENT
4.	LIGHT BILL COPY / LOAD SANCTIONED LETTER
5.	IN CASE OF FEMALE WORKER – INTERNAL COMPLAINT COMMITTEE AS PER SEXUAL HARASSMENT OF WOMEN AT WORKPLACE
6.	<b>IF PRIVATE COMPANY:-</b> LATEST ABSTRACT OF MINISTRY OF CORPORATE AFFAIRS WEBSITE REGARDING DETAILS OF DIRECTOR & DIN/ IN CASE OF PARTNERSHIP DEED OF PARTNERSHIP. <b>IF PUBLIC COMPANY:-</b> TRANSFER LETTER OR APPOINTMENT ORDER OF OCCUPIER
7.	BOARD RESOLUTION / DECLARATION NOMINATING ONE OF THE DIRECTOR OR PARTNER AS AN OCCUPIER CERTIFIED BY THE COMPANY SECRETARY / ALL THE DIRECTORS OR PARTNERS.
8.	PROCESS FLOW CHART
9.	STABILITY CERTIFICATE
10.	LATEST PLAN APPROVAL LETTER
11.	COMPLIANCE LETTER OF PLAN APPROVED CONDITIONS
12.	PREVIOUS APPROVED CONDITIONAL LICENSE COPY ( <b>IF OBTAINED</b> )