

New registration and issuing license (Other factories i.e excluding MAH factories & Hazardous factories)

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

Other Than Hazardous Factory

The factories which are not covered as Hazardous Factory under rule 2(o) of the Maharashtra Factories Rule 1963.

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 (NON-HAZARDOUS FACTORY)



PROCEED TO FILL FROM 1



UPLOAD REQUIRED DOCUMENTS.



PAY THE REQUIRED FEES.

“ 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 AS REGISTRATION FORM 1.
AND PROCCEED.



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



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



UPLOAD REQUIRED DOCUMENTS.



PAY REQUIRED FEES.

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

LOGIN TO <https://lms.mahaonline.gov.in>



SELECT SERVICE (FROM LEFT SIDE IN THE PORTAL)



PROCEED TO FILL REGISTRATION FROM 1 (NON-HAZARDOUS)



UPLOAD REQUIRED DOCUMENTS.



PAY THE REQUIRED FEES.

Necessary Documents for Factory Registration and Grant of Licence for Non-Hazardous Factory

(SLA Timeline 07 days as per RTS)

1.	ADHAR CARD / PASSPORT
2.	FORM 1 DULY SIGNED BY OCCUPIER AND MANAGER
3.	LEASE 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.	IF PRIVATE COMPANY:- LATEST ABSTRACT OF MINISTRY OF CORPORATE AFFAIRS WEBSITE REGARDING DETAILS OF DIRECTOR & DIN/ IN CASE OF PARTNERSHIP DEED OF PARTNERSHIP. IF PUBLIC COMPANY:- 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.	PLAN OF FACTORY SHOWING CLEARLY ALL EMERGENCY EXITS WITH DIMENSIONS
10.	SELF-DECLARATION