

REQUISITE DOCUMENTS FOR REGISTRATION UNDER WBSSIS- 2013.

FOR RC- I

- Certificate of Incorporation from Registrar of Companies or Certificate of Registration of Partnership Firm or of Co-operative Societies, from the competent authority.
- A statement of the names and addresses of the Directors/Partners/Owners of the company.
- A copy of the Reference No. and Date of Acknowledgement of IEM (Part –A) / EM (Part-I) or Letter of Intent /Industrial License/Other Government approval.
- A Detailed Project Report including reports on Pollution Control measure.
- Existing manufacturing activities in West Bengal stating items, annual approved capacity, annual installed capacity, annual production during last three years (in quantity & value in Rs. Lakh).
- No Objection Certificate (Consent to Establish) from WBPCB valid up to date.

FOR RC- II

- Audit Report, Director's Report, Balance Sheet, Profit & Loss A/c for three years (in case of expansion only).
- Acknowledgement of IEM (Part-B) / EM (Part-II).
- List of Plant & Machinery with date of purchase and value as certified by CA (Annexure).
- Record of Right (Parcha) mutated in the name of the applicant co./firm, or Lease Deed from the State Government, or Possession Certificate from Public Sector Undertaking (in case of PSU land).
- Certificate of Conversion of Classification of land of the unit in land records.
- NOC (Consent to Operate) from WBPCB.
- Production Quantities and Corresponding Electricity Consumption (in kilowatt hour) of the month of commencement of commercial production and also for three months preceding the date of CCP.
- Excise Challan / 1st invoice.
- Certificate for claiming special or additional benefit in terms of Para 9 and Para 10 of WBSSIS-2013.