

**LIST OF APPROVALS / RENEWALS, CHECK LIST OF DOCUMENTS REQUIRED, TIMELINE FOR APPROVAL & APPLICABLE FEES**

SI No	Approvals / Renewals	Category	List of Documents to be submitted	Timelines for Approval	Applicable Fees
1 XB	Application for manufacturing licence for Fertilizers.	Pre operation	<ol style="list-style-type: none"> <li>No Objection Certificate from Panchayat/town committees/Municipality</li> <li>EM-I/Udyog Aadhar No. of Industry Department.</li> <li>Consent to establish Manufacturer Unit issued by State Pollution Control Board</li> <li>List of Tech Expert with qualification.</li> <li>Product ingredient which are to be formulated.</li> <li>List of machineries/equipments/ laboratory facilities.</li> <li>Sketch Map of the area of Manufacturer Unit</li> <li>Report of the District Agricultural Officer regarding Godown , infrastructure facility &amp; Viability certificate.</li> <li>Recent passport size Photograph</li> <li>Address Proof of proprietor (Driving Licence, electricity bill, photocopy of Bank pass book etc.</li> <li>Identity Proof of proprietor (Driving licence, Pan Card/ Adhaar card/ Voter ID card etc.)</li> <li>Project Report of the manufacturing plant</li> <li>Name &amp; Designation of the Officer who will periodically supervise the manufacturing plant</li> </ol>	30 days	Rs 1500/- fees in the Head of 0401-Crop Husbandry-105-Sale of Manures & Fertilizers  Details as follows: a) Inorganic Fertilizer -1500/- b) Micro nutrient - 1500/- c) Bio Fertilizer - 1500/-
2 XC	Application for Whole sale licence for Fertilizers.	Pre Operation	<ol style="list-style-type: none"> <li>No Objection Certificate from Panchayat/town committees/Municipality</li> <li>"O" Form from Manufacturing/Importing Company.</li> <li>Manufacturing licence of the concerned company</li> <li>Product test report from any one of the notified laboratories. ( pl visit FCO1985 website for laboratories)</li> <li>Report of the DAO regarding Godown &amp; infrastructure facility.</li> <li>Recent passport size Photograph.</li> <li>Address Proof of proprietor (Driving Licence, electricity bill, photocopy of Bank pass book etc.)</li> <li>Identity Proof of proprietor (Driving licence, Pan card/ Adhaar card/ Voter ID card etc.)</li> </ol>	30 days	Rs 1500/- fees in the Head of 0401-Crop Husbandry-105-Sale of Manures & Fertilizers  Details as follows: a) Inorganic Fertilizer – 1500/- b) Micro nutrient – 1500/- c) Bio Fertilizer – 1500/-

  
 19/07/2017  
 Fertilizer Officer  
 Directorate of Agriculture  
 Assam, Guwahati-22