

GOVERNMENT OF ANDHRA PRADESH
PROCEEDINGS OF THE CONTROLLER, LEGAL METROLOGY, A.P., VIJAYAWADA

Present : Dr.A.Sundar Kumar Das, I.P.S., Ph.D.
Controller of Legal Metrology.

Procs.No. : 1858/L/2016

Dated: -11-2016

Sub:- Licences - Department of Legal Metrology - Streamlining the Process of
Renewal / Grant of Licences - Orders - Issued.

- Ref: 1. Procs. No.14285/L/2014-1 dt 19-11-2014 of CLM, AP.
2. Memo No.14285/L/2014-4 dt 09-01-2015 of CLM, AP.
3. Procs.No.14285/L/2016 dt 09-06-2016 of CLM, AP
4. Report of committee of all RDC's & AC (enf) dt 27-10-2016.

* * * * *

ORDER:

On several occasions it has been represented to the Controller of Legal Metrology, either by the officers of the Department or by the office bearers of the Weights and Measures Repairers Associations of the Department for modifying the present Licensing System in tune with present day requirements. In order to examine the requirements that come in the way of implementing the instructions / guidelines etc., issued from time to time by the Controller and to suggest the remedies thereof, a high level committee was constituted with senior officers of the department and the committee submitted a report recommending the certain measures and after through examination of the same the following instructions are issued for strict implementation....

1. The Controller, Legal Metrology, A.P., issued proceedings vide 14285/L/2015, Dated 09-06-2016, categorizing the repairing licences into nine categories and also fixing the extent of territorial jurisdiction to each category of repairing licences. To give effect to this order, necessary changes / modifications shall be made accordingly.
2. The committee recommended for adoption of *one person - one licence* policy, in the interest of public and accordingly the Assistant Controllers are instructed to obtain options from the Skilled Workers, who are identified to be having more than one skilled worker certificate for the same person and take necessary steps for forwarding the application for renewal of that licence, for which he / she opts for and to surrender the other/others.
3. The committee recommended to prescribe the norms for work shop that it should have an area of, at least a minimum carpet area of 3m x 3m = 9 sqm. Hence, the Assistant Controllers are instructed to ensure that each work shop should have a

Contd...2

minimum carpet area $3\text{m} \times 3\text{m} = 9\text{ sqm}$ and the layout of the same may also be produced at time of inspection.. In case, where it is identified that in the same work shop (door no.), more than one licence is accommodated, the Assistant Controller, while forwarding the other licences for renewal, have to justify that this licence also can be accommodated in the same premises. If the same cannot be justified then the Assistant Controller has to advise the other licensees to search for a new work shop and to advise them to apply for the change address for making necessary alterations in the licence document as if it is new licence.

4. As it is mandatory to have a municipal trade licence duly issued by the competent authority for granting any licence, the Assistant Controllers are instructed to ensure that municipal trade licence alone shall be accepted, while recommending the licence for grant. But Municipal Trade Licence fee-receipt shall not be accepted.
5. All the Assistant Controllers are instructed to ensure that before forwarding the licence application for grant / renewal, the door no. of the work shop mentioned in the current licence document as well as in the municipal trade licence / receipt shall be tallied with each other. In case of any change in the door no. of the work shop by the municipal / local authorities, the Assistant Controllers concerned may report the same with specific remarks and also that in cases where, for any technical reasons, if the Door No. of the work shop in the Municipal Trade Licence fee-receipt is different, the Assistant Controllers concerned will have to upload/submit the following certificate at the time of renewals.

"This is to certify that I have physically inspected the work shop of M/s on, which is found to be located in the Door No. which is found to be the same premises as that of the Door No. mentioned in the licence document".

6. All the Assistant Controllers are instructed to accept only the registered partnership deed, in case of partnership firm, before forwarding the licence application for grant / renewal.
7. All the Assistant Controller are instructed to insist for the lease deed, if the work shop is located in a rented building and insist for self-declaration if the workshop is located in his own building. In both cases, a proof ,like property tax receipt to prove the fact that the workshop is in the name of owner/lessor's shall be insisted. Regarding the change of address of the work shop, concerned Assistant Controllers shall physically verify / inspect the new work shop and after satisfying himself /

herself that such premises is suitable for accommodating the work shop of the licence, may recommend for carrying out the necessary alterations in the licence document with regard to the address of the new work shop, only after duly obtaining the fresh municipal trade licence for the changed address. But, Municipal trade licence fee-receipt shall not be accepted.

8. All the Assistant Controllers are instructed not to insist for uploading / submission of certificates of model approvals and consent letter of the manufacturer, either for grant or renewal of Dealing Licence.
9. sss The licence issued / renewed is valid for a calendar year, and it becomes invalid by the 31 December inevitable. Hence, all the Assistant Controller are instructed to ensure that the activities of manufacturing / dealing shall be allowed only from the date of renewal of such licence, or 1st January, whichever is later.
10. All the Assistant Controllers are instructed to ensure that the District Inspectors / Inspectors shall not allow / entertain the repairing work of the repairing licensee, unless the repairing challans (requesting the District Inspectors / Inspectors to undertake for verification) are written by the skilled worker by himself / herself.
11. All the Assistant Controllers are instructed to follow the revised guidelines / norms with regard to registration of the firm name as packer / manufacturer / importer.
 - i) The present system of uploading the sample label packages and also marking / declaring the net quantities of all the commodities that are to be packed, in the mee-seva application form, is hereby dispensed with.
 - ii) The Assistant Controllers concerned instructed to guide the packer / manufacturer / importers, with regard to the compliance of the provisions of the Legal Metrology (Packaged Commodities) Rules, 2011, at the time of inspection.
 - iii) The certificate of Registration as Packer / Manufacturer / Importer, shall contain a "foot note to that affect that the manufacturer / packer / importer shall declare all the mandatory declarations, as required under the Legal Metrology (Packaged Commodities) Rules 2011.

- iv) In respect of specified quantities that are to be packed in, for the items mentioned the Second Schedule, it would be sufficient to mention a "foot note that the manufacturer / packer / importer shall ensure the quantity should be packed, as per the quantities specified in the Schedule-II of the Legal Metrology (Packaged Commodities) Rules 2011.
- v) In respect of products to be packed by kiran / grocery merchants, it would be sufficient to mention KIRANA/GROSSORY items, but not required to mention all the names of the commodities that are to be packed.
12. All the Assistant Controllers are hereby instructed to ensure that the said proceedings are served on all the Inspectors / District Inspectors and all the licence holders of Manufacturing / Repairing / Dealing in their respective jurisdiction and obtain acknowledgement, in token of the receipt of the same, and submit the same to Head Office without fail.
13. The Nodal Officer for mee-seva on-line applications is hereby instructed to take necessary steps for bringing about necessary changes in the programming of mee-seva portal for processing of on-line licence applications accordingly, for strict implementation of the revised instructions with immediate effect.
14. The receipt of the above proceedings shall be acknowledged forthwith

Sd/- Dr, A. Sundar Kumar Das, IPS.Ph.D.,
Controller
Legal Metrology, A.P.,
Vijayawada

To

All the Regional Deputy Controllers / Assistant Controllers /
District Inspectors / Inspectors of Legal Metrology in the State.

Copy to Sri M.Gopikrishna Reddy, AC Kurnool, Nodal Officer for mee-seva services with an instruction to make changes in the online applications by coordinating with mee-seva officials.

All the Licence holders of the Department.

Copy to

1. All Section Superintendents of Head Office
2. CLM Pheshi.

//Attested//

Assistant Controller (Enf)