

Service Name	LICENCE FOR MANUFACTURER/DEALER/REPAIRER OF WEIGHTS AND MEASURES
Name of the Act enforced	The Legal Metrology Act 2009
Who can apply for the services	Every manufacturer, dealer and repairer of weights and measure.
Beneficiary of the Act	Consumers, Manufacturer, Dealer, Repairer of Weights and Measure.
Persons to be approached for the benefit of the Act	Inspector of Labour/Deputy Controller of Legal Metrology
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Procedure for Licence	<ol style="list-style-type: none"> 1. Application[#] for the grant of licence shall be made online to the Controller of Legal Metrology along with supporting documents, as listed below 2. Every application fee shall be paid online at the rate specified below: Manufacturer- Rs.500/- Dealer – Rs.100/- Repairer : (i) Fees – Rs.100/- (ii) Security Deposit – Rs.200/- <i>(Every repairer licensed under the Act and Tamil Nadu Legal Metrology (Enforcement) Rules, 2011 shall make a security deposit for each licence to the State Government as specified above.)</i> 3. On receipt of the application, the Inspector of Labour /Deputy Controller of Legal Metrology of the area shall enter the date of receipt of the application in the system and send an acknowledgement to the applicant. 4. The Inspector of Labour /Deputy Controller of Legal Metrology shall raise queries (if any), within 7 days on receipt of the application and on clarification of all the queries, forwards the application to the Controller of Legal Metrology with his recommendations. 5. The licensing officer/ Controller of Legal Metrology, Tamil Nadu, shall grant or reject the application for the licence within 15 days from the receipt of application. <ul style="list-style-type: none"> • A licence issued or renewed under the Act shall neither be saleable nor transferable. • The reasons for the refusal shall be mentioned in the order and communicated to the applicant. • If the license is not issued within the time specified, it shall be deemed that the licence has been granted. <p><i># Application Forms are available in the Single Window Portal:</i> https://easybusiness.tn.gov.in/Pages/login</p>
Documents to be uploaded online	<ol style="list-style-type: none"> 1. Proof of self-identity (any Government Authorized ID Proof (PAN Card/ Aadhar card etc.) 2. Proof of Rental agreement or Building Ownership document 3. Proof of residential address of the owner of the establishment 4. Proof No objection certificate from rental building owner 5. Proof of location of the establishment (photo of the name board with address) 6. Proof of Blue print for building by register surveyor 7. Proof of Electricity Board (EB) card 8. Proof of Model approval letter from the director of Legal

	<p>Metrology, New Delhi</p> <p>9. List of Tools and test equipment applicable to the establishment as per circular dated 25.09.2005*.</p> <p>10. Technical Qualification of the Manufacturer.</p> <p>i. Proof of Certificate (Diploma in Electrical, Mechanical, Electronics or ITI in Instrumentation) (Or)</p> <p>ii. Proof of Work Experience Certificate (Minimum 2 years in the related technical field)</p> <p>11. Technical Qualification of the Repairer.</p> <p>i. Proof of Certificate (ITI in Instrumentation) (Or)</p> <p>ii. Proof of Work Experience Certificate (Minimum 1 year in the related technical field)</p> <p>12. Proof of Partnership Deed (if applicable)</p> <p>13. Proof of Bank Statements (at least 3 months)</p> <p>14. Proof of GST certificate</p> <p><i>* Circular uploaded in the Labour Department Website, http://www.labour.tn.gov.in/Labour/labourlegislation.jsp# and then click the following</i></p> <p><i>➤ Procedures for Licensing, Registration & Renewal Instruction for Registration & Renewal under Legal Metrology - PDF</i></p>
Duration	within 15 days
Orders issuing Officer	Controller of Legal Metrology, Tamil Nadu
Validity Period	Licence shall be valid for a period of one calendar year. May be renewed for a period of one to five years
Official to be contacted in the case of grievances	Commissioner of Labour/ Controller of Legal Metrology/ Additional Controller of Legal Metrology/ Deputy Controller of Legal Metrology/ Assistant Controller of Legal Metrology/ Inspector of Legal Metrology.