

## Renewal of Fire Fire-No Objection Certificate

1	Name of Approval / NoC/ License/ Registration	Renewal of Fire-No Objection Certificate
2	Competent Authority	Department of Home - Fire & Emergency Services
3	Applicability Criteria	➤ Assistant Director of Fire & Emergency Services
4	Stage	After Operation
5	SLA/ Number of Days	28 Days
6	Documents Required	<p>The following documents shall be enclosed in the Industrial building:</p> <ul style="list-style-type: none"> <li>(i) Application form dully filled in all respect</li> <li>(i) Self declaration on plain paper and Photo ID proof (i.e. Aadhar Card, Election Card, Passport etc...)</li> <li>(ii) Copy of register of fire extinguisher (Annexure - F) maintained by the owner.</li> <li>(iii) Photographs of the all fire fighting system and Marginal open spaces/Set Back as a evidence</li> <li>(iv) Annually certificate (Annexure - I) to be given by the owner or the occupier for maintenance of the fire prevention and life safety measures as per format.</li> <li>(v) Annually certificate (Annexure - I &amp; Annexure) to be given by the fire contractor/agency regarding maintenance of fire fighting system as per format.</li> <li>(vi) Copy of Final No objection Certificate/Renewal of Fire NOC issued by the Fire Department.</li> </ul>
7	Form Submission	<a href="https://swp.dddgov.in/login">https://swp.dddgov.in/login</a> or <a href="http://eservices.ddfes.in/ApplicantVerification/?TYPE=Provisional">http://eservices.ddfes.in/ApplicantVerification/?TYPE=Provisional</a>
8	Procedure for getting license	<p><b><u>Step- 1</u></b></p> <ul style="list-style-type: none"> <li>a) The applicant shall open the above Online Single Window Portal using the address</li> <li>b) Online Services &gt;&gt; Click on &gt;&gt; Renewal of Fire NOC</li> <li>c) After fill the details than (Click Here to verify) e-mail sent to register e-mail.</li> <li>d) After receiving e-mail to start the application form, after filled application form than (Click on Confirm &amp; Submit) to upload documents as per check list</li> </ul> <p><b><u>Step - 2</u></b></p> <p>The following documents (Scanned Copies in .pdf format) are required to be uploaded.</p>

		<p>(i) Photo ID proof (i.e. Aadhar Card, Election Card, Passport etc...).</p> <p>(ii) Application form dully filled in all respect</p> <p>(iii) Copy of register of fire extinguisher maintained by the owner.</p> <p>(iv) Photographs of the all fire fighting system and <b>Marginal open spaces/Set Back</b></p> <p>(v) Annually certificate to be given by the owner or the occupier for maintenance of the fire prevention and life safety measures as per format.</p> <p>(vi) Annually certificate to be given by the fire contractor/agency regarding maintenance of fire fighting system as per format.</p> <p>(vii) Copy of Final No objection Certificate/Renewal of Fire NOC issued by the Fire Department</p> <p><b><u>Step - 3</u></b> After upload all documents, submit the application in online single window system</p> <p><b><u>Step - 4</u></b> Once the application is submitted it appears in the Dashboard of the Dealing Hand and application forwarded to Assistant Director.</p> <p><b><u>Step - 5</u></b> Assistant Director forwarded to Station Fire Officer/Asstt. Station Fire Officers for inspection of the premises.</p> <p><b><u>Step - 6</u></b> The Inspection Committee shall review the application and inspect the premises and submit their inspection report for further action.</p> <p><b><u>Step - 7</u></b> Basing on the inspection report, Further the senior officers will scrutinize the inspection Committee report and the submit their recommendation whether, the NOC issued (or) not.</p> <p><b><u>Step - 7</u></b> Finally, the Officers concerned have reviewed the inspection Report and remarks given by the Assistant Director shall approve either may be issued or not.</p>
9	Fee & Mode of Payment	Rs. 2500/- Renewal of Fire NOC fees. Visit PFMS Challal Creation >> The Chief of Police (H.O. of Fire & Emergency Deptt.) Nani Daman [209703] >> Fire Protection & Control (0070601090000) >> Pay and Accounts Office Daman [008998]. If, not paid at the time of Provisional NOC.
10	Clearance Issued	After receipt of the challan, Final Fire NOC will issue to directly to applicant.
11	Validity of NOC	01 Year
12	Does the applicant need to visit office	No



## Department of Fire & Emergency Services

On the basis of recommendation made by the DIPP, Government of India and information provided by the concern departments regarding Time lines and Competent Authority for necessary Clearances/NOCs/Permissions/Renewals, Single Window Agency hereby notifies the following Services, the time frames within which these are to be provided to the citizens, Competent Authority and deemed approval authority as per schedule given below:

Sr. No.	Name of Service	Apply Link	Department Name	Timeline (Working Days)	Fees / Procedure / Checklist	Designation of the Authority Responsible to Deliver the Services	1st Appellate Authority for Grievance Redressal	2nd Appellate Authority for Grievance Redressal
1	Provisional Fire NOC	<a href="#">Click Here</a>	Fire & Emergency Services	30 Days	<a href="#">View</a>	Station Fire Officer	Assistant Divisional Fire Officer	Director (F&ES)
2	Final Fire NOC	<a href="#">Click Here</a>	Fire & Emergency Services	30 Days	<a href="#">View</a>	Station Fire Officer	Assistant Divisional Fire Officer	Director (F&ES)
3	Renewal Fire NOC	<a href="#">Click Here</a>	Fire & Emergency Services	30 Days	<a href="#">View</a>	Station Fire Officer	Assistant Divisional Fire Officer	Director (F&ES)

Sr. No.	SRAP-2020 Reforms	SRAP-2020 Reform No.	Action
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	personally?	
13	In there any late fees if renewal is missed?	No at present

## ➤ Fill APPLICATION VERIFICATION FORM:

Application For  
Renewal of Final NOC

Annual Renewal Of \*  
 Final Noc Issued Before 2020  
 Final Noc Issued In 2020

Applicant's Surname \*  
BHANDARI

Applicant's Firstname \*  
HEVIL

Applicant's Middlename  
BABUBHAI

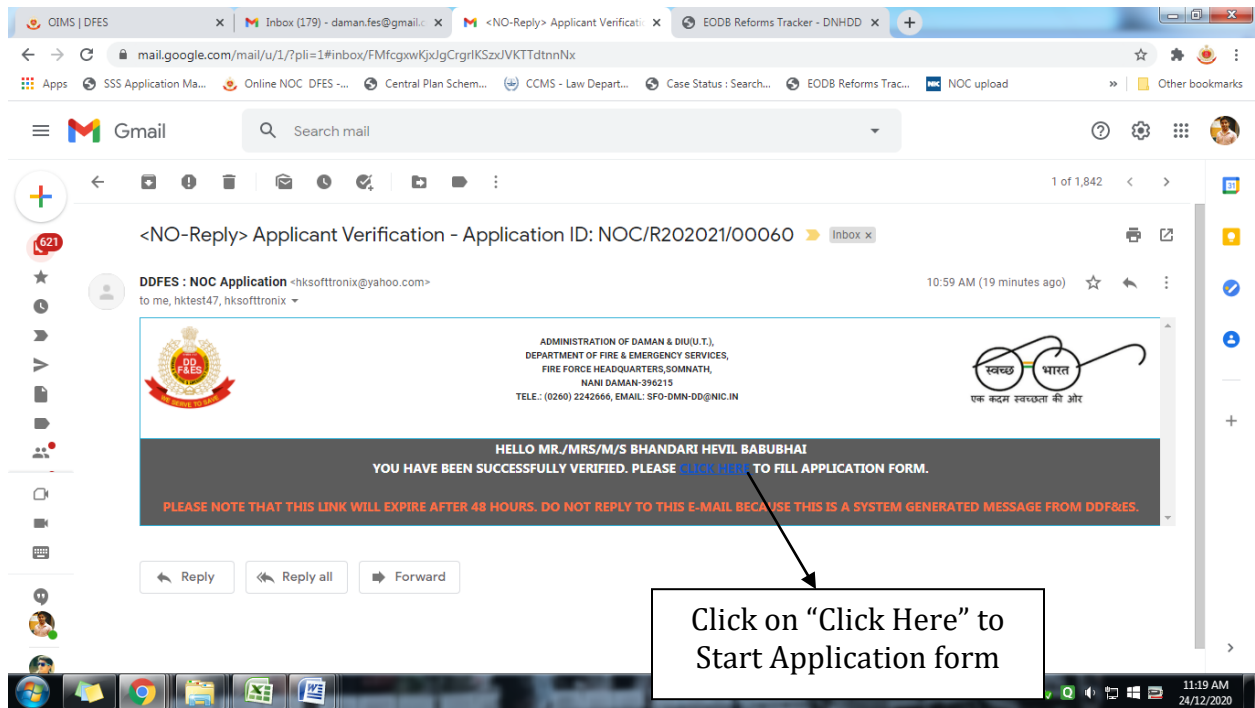
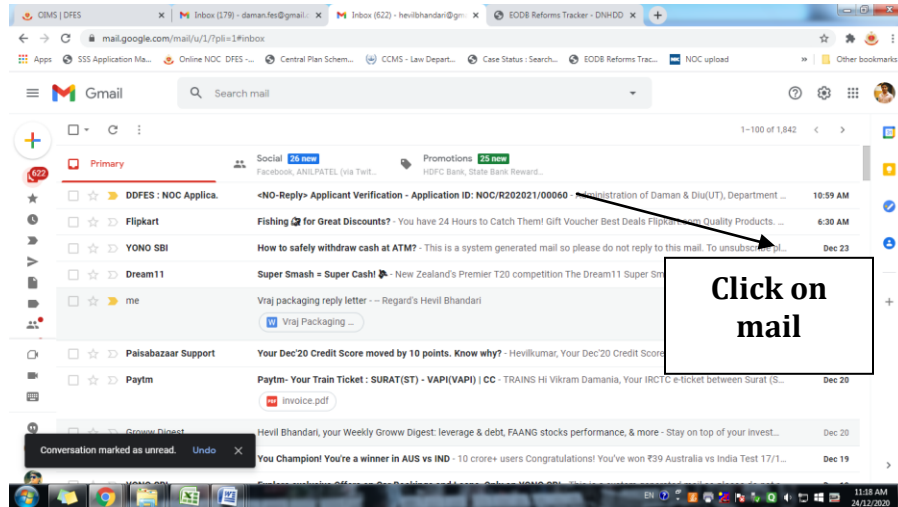
Email Id \*  
HEVILBHANDARI@GMAIL.COM

[Click Here to Verify](#)

**Fill Primary Application verification form**

**After filling above details and click on (Click Here to Verify) And Check e-Mail to Start Application form**

## ➤ Login e-Mail Open check mail receive for Online Application form:



## ➤ Filling the application form:

Application Form

- PERSONAL DETAIL
- BUILDING & OWNER DETAIL
- DESIGNATION & OCCUPANCY
- BUILDING & FLOORS
- TOTAL AREA DETAIL
- BUILDING ABUTS & WATER SOURCES DETAIL
- OTHER DETAILS
- ATTACHMENT DETAIL
- DECLARATION & IDENTITY

Declaration :

1. I Have Read And Agreed To The Notice/ Conditions Above And Make Following Declaration/ Undertaking.
2. This Declaration Of Undertaking Is Executed By Shri Resident At , , - As -1 Of M/s In Favour Of The Department Of Fire & Emergency Services, Daman For Renewal Of Final N.O.C Of My/ Our Building.
3. I/we Say That I/we Are Of The Under Name & Style Of Having ground floor + Upper Floors With Total Height Of Meters From The General Ground Level Up To The Terrace Level On Land Bearing Survey/plot No. Situated At , , , DAMAN ,
4. Of The Building Under Name & Style Of On Land Bearing Survey/plot No. Shown Below Which Is Approved As Per Development Control Rules – 2005/ Competent Authority.
5. We Have Complied All The Conditions Regarding Fire Safety Measures/ Certificate/ Report" Of The Building Under Name & Style Of On Land Bearing
6. g System And Equipments/accessories Installed At Building On Land Bearing Survey No. Situated At , , , DAMAN , In Good Working Condition So As To Ensure Their Perfect Serviceability At All Times By Regularly Servicing And Replacing The Obsolete Equipments Failing Which The Same Should Be Cancelled.
7. I/ We Undertake To Obtain Annually Renewal Certificate For Satisfactory Maintenance Of The Fire Fighting Arrangement Made In The Said/ Proposed Building And Failing Which The Same Should Be Cancelled And I/ We Shall Liable For Punitive/ Penal Action As Per Notification No.DFS/DD/F.P.-Notification/2004-05/627 Dated 12-01-2005 Issued Under Sub-section (2) Of Section 13 Of The Goa, Daman And Diu Fire Force Act, 1986.
8. I/ We State That No Inflammable Materials Or Hazards Chemicals Or Explosive Substance/ Materials Will Be Stored In The Premises Without The

**Filling all details is mentioned in application form.**

8. I/ We State That No Inflammable Materials Or Hazards Chemicals Or Explosive Substance/ Materials Will Be Stored In The Premises Without The Approval Of Competent Authority And In The Event Of Any Violation, I/ We ( Owner/ Occupant) Of The Said Premises Will Be Liable To Be Dealt With Penal Action.
9. That I Have Also Submitted The Residential And Photo Identity Proof Duly Attested
10. That This Declaration Is Required To Be Produced In The Office Of The Fire & Emergency Services, Daman For The Purpose Of Undertake To Comply All Conditions As Mentioned In Annual Renewal Of Final No Objection Certificate Failing Which The Same Should Be Cancelled.
11. I/ We Say That This Undertaking Will Be Binding On Me/ Us, Our Heirs, And Administrators And To Our Assignees.
12. Whatever Stated Above Is True To The Best Of My Knowledge And Belief And I Also Know That Making False Declaration Is An Offence.

Applicant's Passport Size Photo

Choose a file (Image files only)

Applicant's Signature

Choose a file (Image files only)

**Upload Photos and Signature of JPEG file**

Confirm & Submit

**Click on Confirm & Submit for Upload Documents/Papers as per check list**

➤ **Upload all Documents as per check list:**

The screenshot shows a web application interface for a Fire Department. The header includes the text "Fire Department" and the user name "Hevikumar B. Bhandari". The main content area is titled "Please Attach Following Documents To Submit Application" and lists "Id Proof" with a dropdown menu showing "Adhar Card". Below this, there is a large image placeholder and a blue button labeled "Choose a file (Image/pdf files only)". A callout box with a black border and white background points to this button, containing the text: "Upload Documents/Papers as per check list". Below the image placeholder, there is a green button labeled "Submit". A second callout box with a black border and white background points to the "Submit" button, containing the text: "Click on 'Submit' after upload all documents and mail also send to registered e-Mail for Tracking of Application." The left sidebar contains navigation options: "DASHBOARD", "APPLICATION" (with a green badge containing the number 6), "CHARGE", and "REPORT".



## ➤ After Submit Application to the Fire Department:

ADMINISTRATION OF DAMAN & DIU(U.T.),  
DEPARTMENT OF FIRE & EMERGENCY SERVICES,  
FIRE FORCE HEADQUARTERS,SOMNATH,  
NANI DAMAN-396215  
TELE.: (0260) 2242666, EMAIL: SFO-DMN-DD@NIC.IN

स्वच्छ भारत  
एक कदम स्वच्छता की ओर

**YOUR APPLICATION HAS BEEN SUBMITTED AND SENT TO DEPARTMENT SUCCESSFULLY.**  
**CLICK HERE TO TRACK YOUR APPLICATION.**  
PLEASE DO NOT REPLY TO THIS E-MAIL BECAUSE THIS IS A SYSTEM GENERATED MESSAGE FROM DDF&ES.

Reply Reply all Forward

**“Click Here” to track application**

## ➤ To track Application:

U.T.Administration of Dadra & Nagar Haveli and Daman & Diu.  
Department of Fire & Emergency Services,  
Fire Force Headquarters, Somnath,  
Nani Daman-396215  
Tele.: (0260) 2242666, Email: sfo-dmn-dd@nic.in

स्वच्छ भारत  
एक कदम स्वच्छता की ओर

Application Filled Document Attached Application Sent To Department Application Approval Challan Issued Challan Payment Issue Clearance NOC Letter

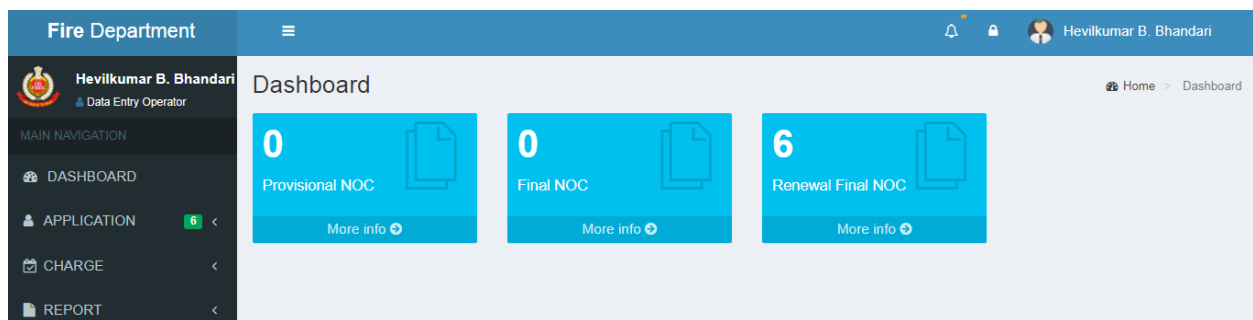
## ➤ Fire Department Internal Procedure:

### Steps - 1

After upload all documents, **submit the application in online single window system**

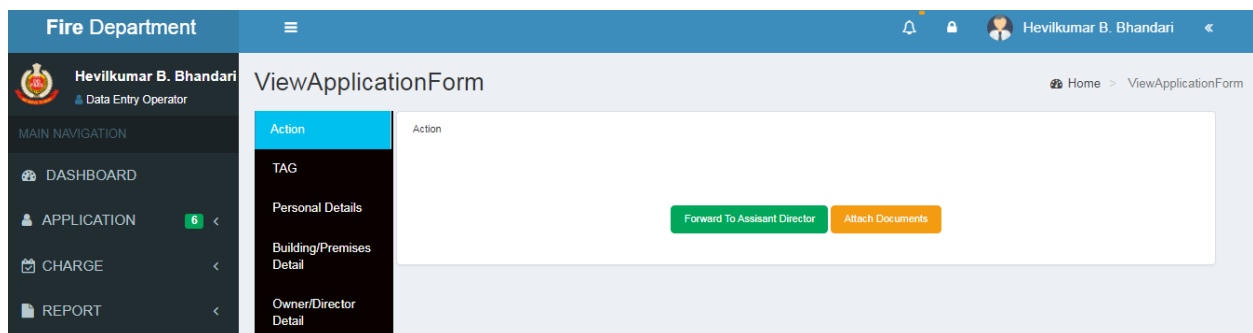
### Step - 2

Once the application is submitted it appears in the Dashboard of the Dealing Hand and application forwarded to Assistant Director.



### Step - 3

Assistant Director forwarded to Station Fire Officer/Asstt. Station Fire Officers for inspection of the premises.



## Step – 4

The Inspection Committee shall review the application and inspect the premises and submit their inspection report for further action.

The screenshot shows the 'ViewApplicationForm' interface for Shaileshbhai L. Patel, Assistant Station Fire Officer. The interface is divided into a sidebar and a main content area. The sidebar contains navigation options: DASHBOARD, APPLICATION (4), CHARGE, and REPORT. The main content area is titled 'ViewApplicationForm' and contains two sections for attachments: 'Upload Fire Safety Inspection Report' and 'Photographs of Marginal Open Space/Set Back'. Both sections display 'No Attachments Found' and have a 'Choose a file (pdf only)' button and a 'Remove' button. A green button at the bottom says 'Send Notification File Uploaded'.

## Step – 5

Basing on the inspection report, Further the senior officers will scrutinize the inspection Committee report and the submit their recommendation whether, the NOC issued (or) not.

The screenshot shows the 'ViewApplicationForm' interface for Hevikumar B. Bhandari, Data Entry Operator. The interface is divided into a sidebar and a main content area. The sidebar contains navigation options: DASHBOARD, APPLICATION (6), CHARGE, and REPORT. The main content area is titled 'ViewApplicationForm' and contains a large green box with the following text: 'N/8', 'DEPTT. OF FIRE & EMERGENCY SERVICES', 'DNH AND DD, DAMAN', 'Application ID: NOC/R202021/00041', 'Dated:-', 'Sub:', 'Submitted:', 'DEO (DF&ES)', 'ASFO (DF&ES)', 'SFO (DF&ES)', and 'AD (DF&ES)'. There are buttons for 'Print', 'Edit', and 'Previous Noting' at the top of the main content area.

## Step – 6

Finally, the Officers concerned have reviewed the inspection Report and remarks given by the Director shall approve either may be issued or not.

## Step – 7

### Fee & Mode of Payment:

- Upload Bank challan and sent to applicant for fees.
- Rs. 2500/- Renewal of Fire NOC fees.
- Visit PFMS Challal Creation >> The Chief of Police (H.O. of Fire & Emergency Deptt.) Nani Daman [209703] >> Fire Protection & Control (0070601090000) >> Pay and Accounts Office Daman [008998].
- Rs. 2500/- Renewal of Fire NOC fees.

Fire Department

Hevikumar B. Bhandari  
Data Entry Operator

MAIN NAVIGATION

- DASHBOARD
- APPLICATION 22 <
- CHARGE <
- REPORT <

Bank Challan Date \* 24-12-2020 Bank Challan No. \* 100

Bank Challan Amount \* 2500

Upload Bank Challan \*

Choose a file (pdf only)

Challan Print Report

Challan No. : 114

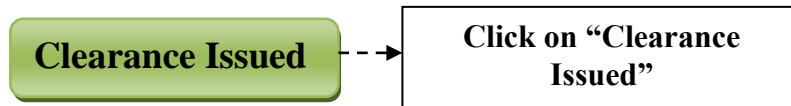
Issue Bank Challan

Click on Issue Bank Challan

## Step – 8

### Clearance Issued:

- After receipt of the challan, Fire NOC directly to applicant through online.



- Click on Clearance Issued, Fire NOC directly to applicant through online.

**THANK YOU**