

Registration as Manufacturer/Packer/Importer (a) Registration of Manufacturer of pre-packaged commodities

1	Name of Approval/ NoC / Licence/ Registration	Registration as Manufacturer/Packer/Importer (a) Registration of Manufacturer of pre-packaged commodities
2	Competent Authority	Legal Metrology Department
3	Applicability Criteria	Manufacturer/Packer/Importer of Pre-Packaged commodities requires to get registration with the Legal Metrology department (under Rule 27 of LM PC Rules 2011)
4	Stage	Within 30 days from the date on which the Manufacturer/ Packers/ Importer commences such per-packing (Rule 27 (1)(ii) of LM PC rule 2011)
5	Timeline/SLA/No.of days	30 Days
6	Documents Required	<ol style="list-style-type: none"> 1. Trade Licence 2. Proof of ownership of business premises/ Rent agreement. 3. GST Certificate 4. Partnership deed (If operating in partnership) 5. Memorandum & Articles of Association (If operating a Private / Limited) 6. List of items to be packed in different packing size 7. List of Director/ Partners of the company as amended time to time. 8. Export/ Import Code Certificate (In case of Importer)
7	Form Submission	https://swp.dddgov.in/main#wmregistration_form
8	Procedure for getting Licence	<p>Grant of Licence</p> <ol style="list-style-type: none"> 1. Application log on to the Online Portal 2. Application fills up the form “Certificate of Registration under Packaged Commodities Rules (PCR), 2011” and attaches necessary documents 3. Applicant pays the necessary fees 4. Inspector/ ACLM receives the application and scrutinizes the documents 5. Are the documents as per checklist ? <ol style="list-style-type: none"> i. No – (Query is sought) ii. Yes – (Next Step) 6. System generates date and time of inspection (computerized allocation) 7. Inspector/ ACLM inspects at the date and time as allocated by computerized system and uploads inspection report in the system within 48 hours. 8. Satisfactory scrutinizing of documents and inspection report by ACLM ? <ol style="list-style-type: none"> i. No – (Query is sought) ii. Yes – (Next Step) 9. Certificate is approved by the ACLM 10. ACLM uploads the final approved Certificate 11. Applicant can download the final approved Certificate.
9	Fee & mode of payment	500/- Payment through online (under Rule 27(1) of LM PC Rules 2011)