

## FREQUENTLY ASKED QUESTIONS-LICENCE

### **Qus.1. What are Weights & Measures laws? What is the necessity of imposing these laws?**

**Ans:** To ensure uniform enforcement of standards and connected matters in Weights & Measures throughout the country, the Govt. has enacted: 1. Legal Metrology Act, 2009, 2. Legal Metrology (Packaged Commodities) Rules, 2011, 3. Legal Metrology (General) Rules, 2011, 4. Legal Metrology (Approval of Models) Rules, 2011, 5. Legal Metrology (National Standards) Rules, 2011, 6. Legal Metrology (Numeration) Rules, 2011, 7. Indian Institute of Legal Metrology Rules, 2011, 8. West Bengal Legal Metrology (Enforcement) Rules, 2011. Those act and rules made there under are collectively known as Weights & Measures laws.

### **Qus.2 Is there any licence to manufacture, sale or repair Weights & Measures?**

**Ans:** Yes, the Directorate of Legal Metrology, West Bengal issues license to the manufacturer, dealer and repairer of Weights & Measures and for dealing in weights & measuring instruments, the licence is a must.

### **Qus.3 Who is the competent authority to grant license?**

**Ans:** Deputy Controller of Legal Metrology posted at North Bengal is competent authority to grant the licence for applicant from Darjeeling, Kalimpong, Alipurduar, Jalpaiguri, Coochbehar, Dakshin Dinajpur, Uttar Dinajpur Malda districts and Deputy Controller of Legal Metrology posted at Central Laboratory is competent authority to grant the licence for applicant from Murshidabad, Nadia, North 24 Parganas, Kolkata North, Kolkata South, South 24 Parganas, Howrah, Hugli, Purba Bardhaman, Paschim Bardhaman, Birbhum, Bankura, Purulia, Jhargram, Paschim Medinipur, Purba Medinipur districts.

### **Qus.4 What are the documents required for processing service request for new licence to manufacture, sale or repair Weights & Measures?**

**Ans:** The following documents are required to be uploaded for processing service request for new licence:

Sl. No.	Documents	Manufacturers License	Dealers License	Repairers License
1	Current trade License	Required	Required	Required
2	Rent/Ownership	Required	Required	Required
3	VAT	Required	Required	×
4	CST	Required	Required	×
5	Income Tax	Required	Required	Required
6	PAN/ EPIC	Required	Required	Required
7	Certificate of enlistment	Required	×	×
8	Professional Tax Receipt	Required	Required	Required
9	Experience Certificate	Required	×	Required
10	Partnership deed/ EM-1/Form-32	Required	Required	Required
11	Space Suitability Certificate (Schematic diagram)	Required	Required	Required
12	Monogram/ Trade mark	Required	×	×
13	List of tools/ equipments	Required	×	Required
14	Test Weights	×	×	Required
15	Model Approval Certificate	Required	Required	×
16	Agreement with suppliers	×	Required	×
17	Land conversion Certificate	Required	Required	Required
18	Commercial electricity connection	Required	Required	Required
19	NoC from PCB, WB, if any	Required	×	×

**Qus.5 How long is licence to manufacture, sale or repair Weights & Measures remains valid?**

**Ans:** Initially for one calendar year and such license may be renewed for a period of one to five calendar years.

**Qus.6 Who is the competent authority for renewal of license?**

**Ans:** Assistant Controllers of Legal Metrology in charge of district are license renewal authority.

**Qus.7 What is the procedure for applying new license to manufacture, sale or repair Weights & Measures?**

**Ans:** The standard operating procedure for processing new license is available for download, which may kindly be consulted.

**Qus.8 What is fee for new license to manufacture, sale or repair Weights & Measures and renewal, alternation ?**

**Ans:** The fee chart is shown below.

Sl. No.	Type of service	Fee in Rs.	Security deposit in Rs.
1	Issuance/ renewal of licence to manufacturers	Rs. 500/- per year	Nil
2	Issuance/ renewal of licence to dealers	Rs. 100/- per year	Nil
3	Issuance/ renewal of licence to repairers	Rs. 100/- per year	Rs.200/-
4	Alternation of license	Rs. 50/- per year	Nil
5	Issue of duplicate license	Rs.10/-	Nil