

GUIDELINES FOR ISSUING LICENSES/APPROVALS/ CERTIFICATES UNDER EXPLOSIVES RULES, 2008

Note:

This SOP is only for reference and providing basic understanding. In case of any doubt or lack of clarity the provisions of the rules and conditions of the license FORM published in the Gazette of India, Extraordinary, Part-II, Section 3, Sub-section (i) vide notification G.S.R. 907 (E), dated the 29th December, 2008 and subsequently amended vide G.S.R 17(E), dated the 9th January, 2019 shall prevail at all the times.

**GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN
FORM LE-1 OF EXPLOSIVES RULES, 2008 FOR MANUFACTURING
OF EXPLOSIVES**

SCOPE: LE-1 licenses to be issued for the following purposes;

1. Manufacture of fireworks or gun powder or both not exceeding 15 kg at any one time.
2. Fireworks or gun powder or both exceeding 15 kg but not exceeding 500 kg at any one time.
3. Fireworks or gun powder or both exceeding 500 kg at any one time.
4. At site, ANFO explosives not exceeding 200 kg at any one time.
5. Liquid Oxygen explosives (LOX).
6. Site mixed explosives (SME).
7. Explosives other than Fireworks, Gun Powder, ANFO, LOX and SME.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	Manufacture of fireworks or gun powder or both not exceeding 15 kg at any one time.	District Magistrate
2	Fireworks or gun powder or both exceeding 15 kg but not exceeding 500 kg at any one time.	Controller of Explosives
3	Fireworks or gun powder or both exceeding 500 kg at any one time.	Chief Controller or Controller of Explosives authorised by the Chief Controller
4	At site, ANFO explosives not exceeding 200 kg at any one time.	Controller of Explosives
5	Liquid Oxygen explosives (LOX)	Chief Controller or Controller of Explosives authorised by the Chief Controller
6	Site mixed explosives (SME)	Chief Controller or Controller of Explosives authorised by the Chief Controller
7	Explosives other than Fireworks, Gun Powder, ANFO, LOX and SME	Chief Controller or Controller of Explosives authorised by the Chief Controller

PREREQUISITE: Industrial License (IL) issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry under Industries (Development and Regulation) Act, 1951 is the prerequisite document to obtain explosives manufacturing license in Form LE-1 of Explosives Rules, 2008. Industrial License is mandatory to manufacture explosives for the purpose of manufacture and sale. The site proposed to establish an explosives manufacturing factory should have the same site address as mentioned on the Industrial License. Industrial License is not required for the following explosives;

1. Fireworks
2. Ammonium Nitrate Fuel OIL (ANFO) to be mixed at site and used.
3. Silos to be used for storage of non-explosives matrix for manufacture of Site Mixed Explosives (SME).
4. Explosives to be manufactured in metal cladding unit for own use.
5. Intermediate products including explosives to be used for manufacturing of finished explosives.

PROCEDURE TO BE FOLLOWED FOR ISSUE OF LICENSE: Following procedure to be followed to issue license for manufacture of explosives;

1. **Construction approval:** The applicant shall upload the following documents to obtain construction approval as required under rule 101 of Explosives Rules, 2008;
 - (i) **Online generated application Form AE-1.** The application form shall be signed and stamped by the applicant. No field of the application form shall be left blank.
 - (ii) **Photograph of occupier:** Signed passport size photograph of the occupier.
 - (iii) **Scrutiny fee:** To be submitted online while submitting the application.
 - (iv) **Copy of the valid Industrial License.** Kind and quantity of explosives proposed to be manufactured and address of the proposed site should match with details mentioned on IL. Full or part of the IL capacity as the case may be can be considered for LE-1 license. The Industrial shall be valid at the time of according construction approval.

- (v) **Certificate of registration of the company or partnership firm:** Certificate of registration issued by the Registrar of Companies (ROC) for companies registered with ROC shall be verified. This requirement will not be applicable for the companies not registered with ROC. However, documents in support of status of applicant as company shall be verified. Valid documents in support of all the Directors of the company and memorandum of Article of Association shall be uploaded. In case of partnership firm certificate of registration of the partnership firm from Registrar of Firms along with copy of partnership deed shall be verified.
- (vi) **Nomination of occupier:** One of the Directors of the company shall be nominated as occupier by all the Directors or through resolution passed by Board of Directors. In case of partnership firm one of the partners of the firm shall be nominated as occupier by all the partners. The nomination shall be verified before issuing construction approval. In case of individual, nomination will not be required as individual himself shall be the occupier.
- (vii) **Nomination of authorised signatory (Maximum three):** Maximum three authorised signatories shall be nominated by the Board of Directors of the company or partners of the partnership firm or individual. The authorised signatories may be persons other than the Directors of the company or partners of the partnership firm or individual.
- (viii) **Technical persons details:** The details such education qualification and experience in relevant fields in respect of the technical persons proposed to be engaged in the manufacturing plant shall be uploaded.
- (ix) **Proposed site layout:** The proposed site layout shall consist of all the administration/office buildings, change rooms, rest rooms, workshops, vehicle parking area, canteen, workers' quarters, explosives process plant, raw material stores, magazines, waste explosives burning/destruction pit (s), blasting site (Test Pit), and internal roads boundary wall of the site. Scrutiny in respect of the following shall be done;
- (a) **Process plant:** Construction of process plants shall be as per relevant specifications of Schedule VII of Explosives Rules, 2008. As far as possible the utilities shall be kept outside the process plants and beyond the mounds. Installation of utilities shall be

avoided between the mounds and the walls of the process plants. No utility shall be installed on the mounds. The space between the mounds and the walls of the process plants shall always be kept free for maintenance and escape of the workers in case of any emergency.

- (b) **Safety provisions in process plants:** Apart from construction of the process plant as per specification 1 of schedule VII of Explosives Rules, 2008, other provisions such safety interlocks, remote controlled operations, provision of approved type of electrical equipment, provision for dissipation of static electric charge, humidity control system, provision of auto cut off at high temperature, low & high pressures etc shall be provided.
- (c) **Magazines:** Construction of the magazines shall be as per relevant specifications of Schedule VII of Explosives Rules, 2008. Only compatible explosives shall be allowed to be stored together in the magazines. Separate magazines for separate products should be preferred in an explosives manufacturing plant in the interest of safety and to accommodate products as per the license capacity of the LE-1 license. As far as possible separate approach roads away from the process plants shall be provided for the movement of the explosives vans.
- (d) **Ammonium Nitrate store house or Ammonium Nitrate melt tanks:** Construction of Ammonium Nitrate store house and Ammonium Nitrate melt tanks shall be as per rule 12 of Ammonium Nitrate Rules, 2012.
- (e) **Waste explosives destruction/burning pit and test pits:** Waste explosives destruction/burning pit and test pits shall maintain distance of 45 meters all around. These pits shall be beyond the outer safety distances of the process plants, away from the magazines and preferably in one corner of the site.
- (f) **Safety Distances:** Outer safety Distances (OSD), Middle Safety Distances (MSD) and Inner Safety Distances (ISD) shall be verified as per relevant tables of Schedule VIII of Explosives Rules, 2008. The outer safety distance in case of process plants shall be in the control of the licensee. Half of the outer safety distance (Approximate middle safety distance) of the magazines should be in the control of the licensee. All safety distances shall be marked from all sides of the process plants, magazines and

Ammonium Nitrate store house and Ammonium Nitrate melt tanks. All the safety distances shall be considered between the nearest edges of the buildings.

- (g) Safety distances for SME plants:** 45 meter clear safety distance all around the SME mother plant or Matrix Silo shall be maintained. Maximum number of silos at any site shall not exceed three and maximum capacity of a silo shall not be more than 40 MT. The minimum safety distance between two silo shall be 1.5 meter or half of the diameter of the silo whichever is high.
- (h) Explosives limit and man limit of the process plant:** The explosives limit and man limit of the all the process plants shall always be minimum. The same shall be approved based on process involved. Multiple process units in the same building shall be avoided to keep the explosives limit and man limit minimum. As far as possible process buildings for intermediate products shall be separate to keep the man limit and explosives limit minimum.
- (i) Traverses/Mounds:** All the process buildings shall be covered with Vertical Inner Face Traverse (VIFT) and all the storage magazines shall be covered with Natural Angle Traverse (NAT). The construction of traverses/mounds shall be as per specification 1 of the Schedule VII of Explosives rules, 2008. The internal walls and partition walls as traverse shall be provided as per specification 1 of Schedule VII of Explosives Rules, 2008.
- (j) Process flow chart:** The comprehensive process flow chart shall be submitted by the applicant and shall be examined carefully to ensure safety.
- (k) Proposed experienced man power.** The details of the proposed man power shall be verified. There shall be a competent person and supervisor for each plant. The competent person shall be adequately experienced and well conversant in safe manufacture, storage, transportation and handling of explosives. The competent person shall be recognised by the Chief Controller of Explosives. The supervisor shall also be well conversant with the process and safety to be observed in the explosives manufacturing plant.

(I) Land documents: The land on which the site is proposed shall be in legal and lawful possession of the company. Documents such as sale deed or registered land lease agreement in support of legal and lawful possession shall be verified. The land shall always be in the name of the company. In case land is obtained on long term lease, all the survey nos., period of lease, purpose of lease and validity of lease shall be verified.

After verification of above details construction approval shall be accorded.

- 2. Fabrication approval for Bulk Mixed Delivery Vehicles (BMD) and Bulk Ammonium Nitrate Fuel Oil vehicles (ANFO vehicles) :** The BMD vehicles to be used for manufacturing of Site Mixed Explosives (SME) and Bulk ANFO manufacturing vehicles to be used at site shall be fabricated as per the approved design drawing. The safety features shall be as per the part 2 of Schedule VI of Explosives Rules, 2008. Distribution of weight, stability calculation and provision of safety devices shall be ensured while according fabrication approval.
- 3. Approval in supersession:** In case of major changes in the site layout or building construction plan, approval in supersession to earlier approved site layout & building plans shall be accorded.
- 4. Grant of license:** The applicant shall upload the following documents to obtain license as required under rule 105 of Explosives Rules, 2008;
 - (i) Application Form AE-1 duly signed and stamped by the applicant or authorised person the company.
 - (ii) Replica of the last approved site layout and building construction plans. The building which are approved but not constructed and proposed to be constructed in future shall be marked in green colour. The constructed facilities shall be marked in black colour.
 - (iii) Signed passport size photograph of the occupier.
 - (iv) NOC along with endorsed site layout issued by the District Authority or DGMS as the case may be through PESO's Licensing System for District Authorities (LSDA) shall be uploaded. The site layout endorsed by the NOC issuing authority should tally with the site layout approved by PESO. In case of any deviations, revised endorsed site layout as per the approved layout shall be asked.

- (v) Indemnity Bond in CE-3 Form.
- (vi) Completion certificate issued by the authorised person of the licensee.
- (vii) Copy of the Safety Management Plan submitted to the District Magistrate.
- (viii) Details of technical persons appointed. Documents in support of education qualification and experience in respect of the technical persons shall also be uploaded.
- (ix) Compliance to the conditions of the construction approval if any.

5. Inspection and endorsement of license: After the grant of license the premises shall be inspected by officer as per the provisions of rule 107(3) of Explosives Rules, 2008 and details shall be verified as per approved site layout and building construction plan. The required safety measure shall also be verified at the time of inspection of the factory. The license shall be endorsed if premises are found in order and as per approved site layout and building plans.

6. Authorisation of explosives before commercial production: The explosives proposed to be manufactured in the plant shall be authorised before starting commercial production. Authorisation is a four stage process comprising of the following steps;

(a) Approval of chemical composition of the product: The licensee shall submit proposed chemical composition of the product to be manufactured. Physical parameters such as dimensions of cartridges, core load, packing size, performance parameters etc. shall also be submitted to the Chief Controller of Explosives. The Chief Controller of Explosives shall approve the chemical composition.

(b) Laboratory trial of the product: After approval of chemical composition the licensee shall submit request for laboratory trial. Permission for manufacture of limited quantity of product shall be given. The product shall be manufactured as per the approved composition in pilot plant/laboratory/plant in presence of the PESO officers. After manufacture the performance of the product shall be tested as per applicable standards. During inspection required number of samples shall be drawn and forwarded to NAPES & TS, Nagpur for testing as per available standards. The joint inspection report duly

signed by the authorised person of the company and the PESO officer shall be submitted to the Chief Controller of Explosives.

- (c) **Testing of explosives at National Academy of Petroleum and Explosives Safety & Testing Station (NAPES & TS):** The samples received by NAPES & TS, Nagpur shall be tested as per available standards and test report shall be forwarded to the Chief Controller of Explosives.
- (d) **Field trial:** After successful testing of sample at NAPES & TS, the licensee shall be instructed to obtain permission for field trial. Limited/adequate quantity of explosives shall be allowed to manufacture and conduct field trials of the product in reputed mines/quarry. Inspection report jointly signed by the mines/quarry manager and the representative of the licensee shall be submitted to the Chief Controller of Explosives. After successful field trials, the Chief Controller of Explosives shall authorise the product for commercial production.

7. **Amendment of license:** The following amendments in the license shall be considered;

- (i) **Change in the name of occupier:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (ii) **Addition/deletion of Partners/Directors:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (iii) **Change in the name of the technical persons:** The details of the technical persons provided by the authorised person of the licensee shall be amended.
- (iv) **Change in the kind and quantity of explosives:** Procedure to be followed as per rule 109 of Explosives Rules, 2008.
- (v) **Change in monthly rotation/purchase capacity of the license.** Procedure to be followed as per rule 109 of Explosives Rules, 2008.
- (vi) **Attachment and detachment of BMD vehicles to mother plant or silos.** In case of attachment of BMD vehicles, annual production of plant may be enhanced subject to the condition that total capacity of mother plant and silos shall not exceed to IL capacity. Copies of RTO registration, vehicle fitness certificate and inspection report of the officer shall be considered for attachment of BMD vehicle. If vehicle is detached from other

plant and proposed for attachment to other plant. The detachment of the BMD vehicle shall be confirmed before attaching to the plant. In case of detachment of BMD vehicle the annual production capacity of the plant shall be reduced proportionately.

- (vii) **Addition and deletion of buildings or facilities in the premises:** Construction approval for any addition or deletion of facilities/buildings shall be accorded by the licensing authority after proper scrutiny of the site layout plan and building construction plan. In case of addition of any facility in the process building the safety shall be taken into consideration. Whenever, addition of any new building is proposed, the safety distances shall always be taken into consideration. The proposed site layout and building plans shall always be compared with the last approved site layout & building plans.
- (viii) **Amendment of license:** After making required additions and deletions as per the approved plan, the licensee shall approach to the PESO officer in whose jurisdiction premises is located. The officer shall inspect the premises as per the approved plan and submit report to the licensing authority with clear recommendations. Based on the inspection report the licensing authority shall amend the license and also endorse the amended site layout and building plans.
- (ix) **Attachment and detachment of BMD vehicles:** After fabrication, the BMD vehicle shall be attached to the SME plant/Silo(s). The annual production capacity of SME Plant/Silo shall be determined according to the BMD vehicles attached to the plant. The total production capacity of SME mother plant and attached silos shall not be more than capacity of SME mentioned on Industrial License. Following documents shall be considered for attachment of BMD vehicles to SME plants/Silo(s).
- (a) Approved design drawing of the BMD vehicle.
 - (b) Replica of approved design drawing of the BMD vehicle.
 - (c) Inspection report in respect of fabricated BMD vehicle.
 - (d) Registration certificate of BMD vehicle issued by the RTO.
 - (e) Fitness certificate of the BMD vehicle.
 - (f) Weighment slip
 - (g) Copy of the SME plant/Silo license from where the vehicle is detached if any.

8. Transfer of License: Transfer of license is to be considered under rule 108 of explosives Rules, 2008. In following cases the transfer of license shall be considered;

(a) Change of status of licensee: If status of the licensee changes from individual to partnership firm/company/society or vice versa, the application for transfer of license shall be considered.

Following documents shall be submitted by the licensee for transfer of license;

- (i) Application form
- (ii) Specimen signature of the applicant or his authorised person
- (iii) Letter from the existing licensee requesting for transfer of license in favour of the applicant
- (iv) Copies of supporting documents in favour of the applicant
- (v) Documents in support of legal possession of the site.
- (vi) Copies of replica of approved drawings in the name of applicant.
- (vii) Requisite transfer fee.
- (viii) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
- (ix) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
- (x) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

(b) Death of licensee (Individual): In case of death of licensee (individual) the license shall stand cancelled and transfer of license shall not be considered.

(c) Transfer of license from one individual to other individual:

Following documents shall be submitted by the licensee for transfer of license;

- (i) Application form
- (ii) Specimen signature of the applicant or his authorised person.

- (iii) Letter from the existing licensee requesting for transfer of license in favour of the applicant.
- (iv) Copies of supporting documents in favour of the applicant
- (v) Documents in support of legal possession of the site.
- (vi) Copies of replica of approved drawings in the name of applicant.
- (vii) Requisite transfer fee.
- (viii) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
- (ix) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
- (x) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

(A)Renewal of license: Following documents shall be submitted by the licensee for renewal of license;

- (i) Online application form
- (ii) Requisite renewal fee
- (iii) An undertaking to the effect that no court case or legal proceedings are pending against the licensed premises.
- (iv) Documents in support of legal possession of the site.
- (v) Copy of valid quarry lease/work orders.

GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN FORM LE-3 OF EXPLOSIVES RULES, 2008 - POSSESSION FOR SALE OR POSSESSION FOR USE OF EXPLOSIVES IN A MAGAZINE

SCOPE: LE-3 licenses to be issued for the following purposes;

1. License to possess for use, for agriculture purpose or in small quarry, explosives not exceeding 50 kg of Class 1,2 or 3 1500 numbers of detonators, 1500 meters of detonating fuse or safety fuse at any one time in a magazine.
2. License to possess for sale of explosives of class 1, 2, 3, 4, 5, 6 or 7 in a magazine.
3. License to possess for use of explosives of class 1, 2, 3, 4, 5, 6 or 7 in a magazine.
4. License to possess fireworks exceeding 5000 kg in a store house not for sale but for transfer to own licensed shop.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	License to possess for use, for agriculture purpose or in small quarry, explosives not exceeding 50 kg of Class 1,2 or 3 1500 numbers of detonators, 1500 meters of detonating fuse or safety fuse at any one time in a magazine.	District Magistrate
2	License to possess for sale of explosives of class 1, 2, 3, 4, 5, 6 or 7 in a magazine.	Chief Controller or Controller of Explosives authorised by the Chief Controller
3	License to possess for use of explosives of class 1, 2, 3, 4, 5, 6 or 7 in a magazine	Chief Controller or Controller of Explosives authorised by the Chief Controller
4	License to possess fireworks exceeding 5000 kg in a store house not for sale but for transfer to own licensed shop.	Chief Controller or Controller of Explosives authorised by the Chief Controller

PROCEDURE TO BE FOLLOWED FOR ISSUE OF LICENSE: Following procedure to be followed to issue license for **possession and sale** of explosives;

1. **Construction approval:** The applicant shall upload the following documents to obtain construction approval as required under rule 101 of Explosives Rules, 2008;

- (i) Form AE-3
- (ii) Plans of the proposed magazine and the site showing approach road; mounds, safety distances and proposed license capacity.
- (iii) Certificate of registration issued by the Registrar of Companies (ROC) shall be verified. Valid documents in support of all the Directors of the company and memorandum of Article of Association shall be uploaded. In case of partnership firm certificate of registration of the partnership firm from Registrar of Firms along with copy of partnership deed shall be verified.
- (iv) Distance form DE-1
- (v) Scrutiny fee.
- (vi) Signed passport size photographs of the occupier along with documentary evidence of nomination as occupier as per rule 2
- (vii) Documents in support of legal possession of the site.
- (viii) Consent letter from District Magistrate. The same is not applicable for construction of fireworks magazine or magazines for possession and use.
- (ix) Nomination of Occupier under rule 2(37) of Explosives Rules, 2008

2. Grant of license: The applicant shall upload the following documents to obtain license as required under rule 105 of Explosives Rules, 2008;

- (i) Application Form AE-3 duly signed and stamped by the applicant or authorised person the company.
- (ii) Replica of the last approved site layout and building construction plans. The building which are approved but not constructed and proposed to be constructed in future shall be marked in green colour.
- (iii) Signed passport size photograph of the occupier.
- (iv) NOC along with endorsed site layout issued by the District Authority through PESO's Licensing System for District Authorities (LSDA). The endorsed site layout should tally with the approved site layout. There should not be any deviations. In case of any deviations, revised endorsed site layout as per the approved layout shall be asked.
- (v) Completion certificate issued by the authorised person of the licensee.

- (vi) Compliance to the conditions of the construction approval if any.

3. Inspection and endorsement of license: After the grant of license the premises shall be inspected by officer and details shall be verified as per approved site layout and building construction plan. The required safety measure shall also be verified at the time of inspection. The license shall be endorsed if premises are found in order and as per approved site layout and building plans.

4. Transfer of License: Transfer of license is to be considered under rule 108 of explosives Rules, 2008. In following cases the transfer of license shall be considered;

(i) Change of status of licensee: If status of the licensee changes from individual to partnership firm/company/society or vice versa, the application for transfer of license shall be considered.

Following documents shall be submitted by the licensee for transfer of license;

(a) Application form

(b) Specimen signature of the applicant or his authorised person

(c) Letter from the existing licensee requesting for transfer of license in favour of the applicant

(d) Copies of supporting documents in favour of the applicant

(e) Documents in support of legal possession of the site.

(f) Copies of replica of approved drawings in the name of applicant.

(g) Requisite transfer fee.

(h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.

(i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier

(j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

(ii) Death of licensee (Individual): In case of death of licensee (individual) the license shall stand cancelled and transfer of license shall not be considered.

(iii) Transfer of license from one individual to other individual:

Following documents shall be submitted by the licensee for transfer of license;

- (a) Application form
- (b) Specimen signature of the applicant or his authorised person.
- (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant.
- (d) Copies of supporting documents in favour of the applicant
- (e) Documents in support of legal possession of the site.
- (f) Copies of replica of approved drawings in the name of applicant.
- (g) Requisite transfer fee.
- (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
- (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
- (j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

5. Renewal of license: Following documents shall be submitted by the licensee for renewal of license;

- (i) Online application form
- (ii) Requisite renewal fee
- (iii) An undertaking to the effect that no court case or legal proceedings are pending against the licensed premises.
- (iv) Documents in support of legal possession of the site.
- (v) Copy of valid quarry lease/work orders in case of magazine for possession and use of explosives.

6. Amendment of license: The following amendments in the license shall be considered;

- (i) **Change in the name of occupier:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.

- (ii) **Addition/deletion of Partners/Directors:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (iii) **Change in the name of the technical persons:** The details of the technical persons provided by the authorised person of the licensee shall be amended.
- (iv) **Change in the kind and quantity of explosives:** Procedure to be followed as per rule 109 of Explosives Rules, 2008.
- (v) **Change in monthly rotation/purchase capacity of the license.** Procedure to be followed as per rule 109 of Explosives Rules, 2008.

Following procedure to be followed to issue license for **possession and use** of explosives;

1. **Construction approval:** The applicant shall upload the following documents to obtain construction approval as required under rule 101 of Explosives Rules, 2008;
 - (i) Form AE-3
 - (ii) Plans of the proposed magazine and the site showing approach road; mounds, safety distances and proposed license capacity.
 - (iii) Certificate of registration issued by the Registrar of Companies (ROC) shall be verified. Valid documents in support of all the Directors of the company and memorandum of Article of Association shall be uploaded. In case of partnership firm certificate of registration of the partnership firm from Registrar of Firms along with copy of partnership deed shall be verified.
 - (iv) Distance form DE-1
 - (v) Scrutiny fee.
 - (vi) Signed passport size photographs of the occupier along with documentary evidence of nomination as occupier as per rule 2
 - (vii) Documents in support of legal possession of the site.
 - (viii) Mines permit/ Quarrying Lease/permit in the name of partners/firm /individual, in case of proposed Magazine for possession and use of explosives.
 - (ix) Nomination of Occupier under rule 2(37) of Explosives Rules, 2008.

2. Grant of license: The applicant shall upload the following documents to obtain license as required under rule 105 of Explosives Rules, 2008;

- (i) Application Form AE-3 duly signed and stamped by the applicant or authorised person the company.
- (ii) Replica of the last approved site layout and building construction plans. The building which are approved but not constructed and proposed to be constructed in future shall be marked in green colour.
- (iii) Signed passport size photograph of the occupier.
- (iv) NOC along with endorsed site layout issued by the District Authority through PESO's Licensing System for District Authorities (LSDA). The endorsed site layout should tally with the approved site layout. There should not be any deviations. In case of any deviations, revised endorsed site layout as per the approved layout shall be asked.
- (v) Completion certificate.
- (vi) Compliance to the conditions of the construction approval if any.

3. Inspection and endorsement of license: After the grant of license the premises shall be inspected by officer and details shall be verified as per approved site layout and building construction plan. The required safety measure shall also be verified at the time of inspection. The license shall be endorsed if premises are found in order and as per approved site layout and building plans.

4. Transfer of License: Transfer of license is to be considered under rule 108 of explosives Rules, 2008. In following cases the transfer of license shall be considered;

(a) Change of status of licensee: If status of the licensee changes from individual to partnership firm/company/society or vice versa, the application for transfer of license shall be considered.

Following documents shall be submitted by the licensee for transfer of license;

- (a) Application form
- (b) Specimen signature of the applicant or his authorised person
- (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant

- (d) Copies of supporting documents in favour of the applicant
- (e) Documents in support of legal possession of the site.
- (f) Copies of replica of approved drawings in the name of applicant.
- (g) Requisite transfer fee.
- (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
- (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
- (j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

(b) Death of licensee (Individual): In case of death of licensee (individual) the license shall stand cancelled and transfer of license shall not be considered.

(c) Transfer of license from one individual to other individual:

Following documents shall be submitted by the licensee for transfer of license;

- (a) Application form
- (b) Specimen signature of the applicant or his authorised person.
- (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant.
- (d) Copies of supporting documents in favour of the applicant
- (e) Documents in support of legal possession of the site.
- (f) Copies of replica of approved drawings in the name of applicant.
- (g) Requisite transfer fee.
- (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
- (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier

(j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

5. Renewal of license: Following documents shall be submitted by the licensee for renewal of license;

- (i) Online application form
- (ii) Requisite renewal fee
- (iii) An undertaking to the effect that no court case or legal proceedings are pending against the licensed premises.
- (iv) Documents in support of legal possession of the site.
- (v) Copy of valid quarry lease/work orders in case of magazine for possession and use of explosives.

6. Amendment of license: The following amendments in the license shall be considered;

- (i) **Change in the name of occupier:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (ii) **Addition/deletion of Partners/Directors:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (iii) **Change in the name of the technical persons:** The details of the technical persons provided by the authorised person of the licensee shall be amended.
- (iv) **Change in the kind and quantity of explosives:** Procedure to be followed as per rule 109 of Explosives Rules, 2008.
- (vi) **Change in monthly rotation/purchase capacity of the license.** Procedure to be followed as per rule 109 of Explosives Rules, 2008.

**GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN
FORM LE-5 OF EXPLOSIVES RULES, 2008 - POSSESSION AND SALE
OF FIREWORKS FROM A SHOP**

SCOPE: LE-5 licenses to be issued for the following purposes;

1. License to possess and sell from a shop, at any one time not exceeding 25 kg of small arms nitro compounds.
2. License to possess and sell from a shop, at any one time not exceeding 100 kg of manufactured fireworks of class 7 Div 2 ,Sub-division2; and 500 kg of Chorsa crackers or sparklers.
3. License to possess and sell from a shop, at any one time not exceeding 2000 numbers of pyrotechnic devices explosives of Class 6, Division 1.
4. License to possess for use Gun Powder not exceeding 5 kg and safety fuse not exceeding 50 meters in the state of Bihar, west Bengal, Kerala and Tamilnadu.
5. License to possess for use of small arms nitro compounds not exceeding 5 kg in the state of Kerala.
6. License to possess and sell from a shop manufactured fireworks of class 7 Div 2, Sub-division 2 exceeding 100 kg but not exceeding 300 kg, and Chorsa crackers or sparklers exceeding 500 kg but not exceeding 1200 kg.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	License to possess and sell from a shop, at any one time not exceeding 25 kg of small arms nitro compounds.	District Magistrate
2	License to possess and sell from a shop, at any one time not exceeding 100 kg of manufactured fireworks of class 7 Div 2 ,Sub-division2; and 500 kg of Chorsa crackers or sparklers.	District Magistrate
3	License to possess and sell from a shop, at any one time not exceeding 2000 numbers of pyrotechnic devices explosives of Class 6, Division 1.	District Magistrate
4	License to possess for use Gun Powder not exceeding 5 kg and safety fuse not	District Magistrate

	exceeding 50 meters in the state of Bihar, west Bengal, Kerala and Tamilnadu.	
5	License to possess for use of small arms nitro compounds not exceeding 5 kg in the state of Kerala.	District Magistrate
6	License to possess and sell from a shop manufactured fireworks of class 7 Div 2 ,Sub-division 2 exceeding 100 kg but not exceeding 300 kg, and Chorsa crackers or sparklers exceeding 500 kg but not exceeding 1200 kg.	Controller of Explosives

PROCEDURE TO BE FOLLOWED FOR ISSUE OF LICENSE: Following procedure to be followed to issue license for possession and sale of fireworks from a shop;

1. **Construction approval:** The applicant shall upload the following documents to obtain construction approval as required under rule 101 of Explosives Rules, 2008;
 - (i) Form AE-5
 - (ii) Construction plans of the proposed shop and the site layout showing approach road and safety distances.
 - (iii) Certificate of registration issued by the Registrar of Companies (ROC) shall be verified. Valid documents in support of all the Directors of the company and memorandum of Article of Association shall be uploaded. In case of partnership firm certificate of registration of the partnership firm from Registrar of Firms along with copy of partnership deed shall be verified.
 - (iv) Scrutiny fee.
 - (v) Signed passport size photographs of the occupier along with documentary evidence of nomination as occupier as per rule 2.
 - (vi) Documents in support of legal possession of the site.
 - (vii) Nomination of Occupier under rule 2(37) of Explosives Rules, 2008.

2. **Grant of license:** The applicant shall upload the following documents to obtain license as required under rule 105 of Explosives Rules, 2008;

- (ii) Application Form AE-5 duly signed and stamped by the applicant or authorised person the company.
- (iii) Replica of the last approved site layout and building construction plans. The building which are approved but not constructed and proposed to be constructed in future shall be marked in green colour.
- (iv) Signed passport size photograph of the occupier.
- (v) NOC along with endorsed site layout issued by the District Authority through PESO's Licensing System for District Authorities (LSDA). The endorsed site layout should tally with the approved site layout. There should not be any deviations. In case of any deviations, revised endorsed site layout as per the approved layout shall be asked.
- (vi) Completion certificate issued by the authorised person of the licensee.
- (vii) Compliance to the conditions of the construction approval if any.

3. **Inspection and endorsement of license:** After the grant of license the premises shall be inspected by officer and details shall be verified as per approved site layout and building construction plan. The required safety measure shall also be verified at the time of inspection. The license shall be endorsed if premises are found in order and as per approved site layout and building plans.

4. **Transfer of License:** Transfer of license is to be considered under rule 108 of explosives Rules, 2008. In following cases the transfer of license shall be considered;

(i)Change of status of licensee: If status of the licensee changes from individual to partnership firm/company/society or vice versa, the application for transfer of license shall be considered.

Following documents shall be submitted by the licensee for transfer of license;

- (a) Application form
- (b) Specimen signature of the applicant or his authorised person
- (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant
- (d) Copies of supporting documents in favour of the applicant

- (e) Documents in support of legal possession of the site.
 - (f) Copies of replica of approved drawings in the name of applicant.
 - (g) Requisite transfer fee.
 - (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
 - (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
 - (j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.
- (ii) Death of licensee (Individual):** In case of death of licensee (individual) the license shall stand cancelled and transfer of license shall not be considered.
- (iii) Transfer of license from one individual to other individual:**
Following documents shall be submitted by the licensee for transfer of license;
- (a) Application form
 - (b) Specimen signature of the applicant or his authorised person.
 - (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant.
 - (d) Copies of supporting documents in favour of the applicant
 - (e) Documents in support of legal possession of the site.
 - (f) Copies of replica of approved drawings in the name of applicant.
 - (g) Requisite transfer fee.
 - (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
 - (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
 - (j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection

Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

5. **Renewal of license:** Following documents shall be submitted by the licensee for renewal of license;
 - (i) Online application form
 - (ii) Requisite renewal fee
 - (iii) An undertaking to the effect that no court case or legal proceedings are pending against the licensed premises.
 - (iv) Documents in support of legal possession of the site.
6. **Amendment of license:** The following amendments in the license to be considered;
 - (i) **Change in the name of occupier:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
 - (ii) **Addition/deletion of Partners/Directors:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
 - (ii) **Change in the kind and quantity of explosives:** Procedure to be followed as per rule 109 of Explosives Rules, 2008.

GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN FORM LE-7 OF EXPLOSIVES RULES, 2008 – TRANSPORT OF EXPLOSIVES IN A ROAD VAN OR FREIGHT CONTAINER

SCOPE: LE-7 licenses to be issued for the following purposes;
License to transport explosives in a road van or freight container mounted on a fixed chassis motor truck or goose neck type semi trailer vehicle.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	License to transport explosives in a road van or freight container mounted on a fixed chassis motor truck or goose neck type semi trailer vehicle.	Controller of Explosives

PROCEDURE TO BE FOLLOWED FOR ISSUE OF LICENSE: Following procedure to be followed to issue license for transport of explosives in a road van or freight container;

- 1. Fabrication approval:** The applicant shall upload the following documents to obtain fabrication;
 - (i) Form AE-7
 - (ii) Fabrication plans of the proposed van or freight container.
 - (iii) Certificate of registration issued by the Registrar of Companies (ROC) shall be verified. Valid documents in support of all the Directors of the company and memorandum of Article of Association shall be uploaded. In case of partnership firm certificate of registration of the partnership firm from Registrar of Firms along with copy of partnership deed shall be verified.
 - (iv) Scrutiny fee.
 - (v) Signed passport size photographs of the occupier along with documentary evidence of nomination as occupier as per rule 2.
 - (vi) Copy of vehicle registration certificate and vehicle fitness certificate, both issued by the RTO.
 - (vii) Nomination of Occupier under rule 2(37) of Explosives Rules, 2008

2. Grant of license: The applicant shall upload the following documents to obtain license as required under rule 105 of Explosives Rules, 2008;

- (i) Application Form AE-7 duly signed and stamped by the applicant or authorised person the company.
- (ii) Replica of the last approved site layout and building construction plans. The building which are approved but not constructed and proposed to be constructed in future shall be marked in green colour.
- (iii) Signed passport size photograph of the occupier.
- (iv) NOC along with endorsed site layout issued by the District Authority through PESO's Licensing System for District Authorities (LSDA). The endorsed site layout should tally with the approved site layout. There should not be any deviations. In case of any deviations, revised endorsed site layout as per the approved layout shall be asked.
- (v) Completion certificate issued by the authorised person of the licensee.
- (vi) Compliance to the conditions of the construction approval if any.

3. Inspection and endorsement of license: After the grant of license the Van/Freight container shall be inspected by officer and details shall be verified as per approved construction plan. The license shall be endorsed if Van/Freight container is found in order and as per approved site layout and building plans.

4. Transfer of License: Transfer of license is to be considered under rule 108 of explosives Rules, 2008. In following cases the transfer of license shall be considered;

(i)Change of status of licensee: If status of the licensee changes from individual to partnership firm/company/society or vice versa, the application for transfer of license shall be considered.

Following documents shall be submitted by the licensee for transfer of license;

- (a) Application form
- (b) Specimen signature of the applicant or his authorised person
- (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant

- (d) Copies of supporting documents in favour of the applicant
 - (e) Documents in support of legal possession of the site.
 - (f) Copies of replica of approved drawings in the name of applicant.
 - (g) Requisite transfer fee.
 - (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.
 - (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
 - (j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.
- (ii) Death of licensee (Individual):** In case of death of licensee (individual) the license shall stand cancelled and transfer of license shall not be considered.
- (iii) Transfer of license from one individual to other individual:** Following documents shall be submitted by the licensee for transfer of license;
- (a) Application form
 - (b) Specimen signature of the applicant or his authorised person.
 - (c) Letter from the existing licensee requesting for transfer of license in favour of the applicant.
 - (d) Copies of supporting documents in favour of the applicant
 - (e) Documents in support of legal possession of the site.
 - (f) Copies of replica of approved drawings in the name of applicant.
 - (g) Requisite transfer fee.
 - (h) Documents in support of status of the applicant whether individual, proprietary firm, partnership firm, company, association or society or otherwise.

- (i) Documentary evidence along with names, addresses of the proprietor or partners or directors or members as the case may be and photographs of the occupier
- (j) No objection certificate from the District Magistrate for transfer of license in favour of the applicant. No Objection Certificate shall not be required if the applicant holds a license for which a no objection certificate has already been granted in the same district.

5. Renewal of license: Following documents shall be submitted by the licensee for renewal of license;

- (i) Online application form
- (ii) Requisite renewal fee
- (iii) An undertaking to the effect that no court case or legal proceedings are pending against the licensed premises.
- (iv) Documents in support of legal possession of the site.

6. Amendment of license: The following amendments in the license to be considered;

- (i) **Change in the name of occupier:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (ii) **Addition/deletion of Partners/Directors:** Procedure to be followed as per rule 111 of Explosives Rules, 2008.
- (iii) **Change in the kind and quantity of explosives:** Procedure to be followed as per rule 109 of Explosives Rules, 2008.

**GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN
FORM LE-8 OF EXPLOSIVES RULES, 2008 – IMPORT OR EXPORT
OF EXPLOSIVES**

SCOPE: LE-8 licenses to be issued for the following purposes;
License to import or export of explosives.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	License to import or export of explosives.	Chief Controller of Explosives

PROCEDURE TO BE FOLLOWED FOR ISSUE OF LICENSE: Following procedure to be followed to issue license for import or export of explosives;

1. Grant of license: The applicant shall upload the following documents to obtain license under Explosives Rules, 2008;

(a) IMPORT OF EXPLOSIVES:

- (i) Application Form AE-8 duly signed and stamped by the applicant or authorised person the company.
- (ii) Signed photograph of the occupier.
- (iii) Copy of purchase order/supply order.
- (iv) Request letter clearly mentioning the purpose of import of explosives.
- (v) Copy of clearance/license from Director General of Foreign Trade (DGFT).
- (vi) DGFT clearance for SCOMET items if any.
- (vii) Clearance of Central Government in case import is required by land.
- (viii) Documents in support of exemption of clearance/license of DGFT.
- (ix) Copy of approval from Director General of Civil Aviation in case of import by air.
- (x) An undertaking to the effect that the supply/purchase order, DGFT clearance and DGCA approval is not produced to obtain any import license.
- (xi) Details of magazine licenses for possession and use of explosives and copies of the magazine licenses in which imported explosives to be stored.

(b) EXPORT OF EXPLOSIVES:

- (i) Application Form AE-8 duly signed and stamped by the applicant or authorised person the company.
- (ii) Signed photograph of the occupier.
- (iii) Copy of purchase order/supply order.
- (iv) Request letter clearly mentioning the purpose of export of explosives.
- (v) Copy of clearance/license from Director General of Foreign Trade (DGFT) if any.
- (vi) DGFT clearance for SCOMET items if any.
- (vii) Documents in support of exemption of clearance/license of DGFT.
- (viii) Copy of approval from Director General of Civil Aviation in case of export by air.
- (ix) Copy of No Objection Certificate issued by the Indian Mission and Government of the Importing company in case of export is proposed by road.
- (x) An undertaking to the effect that the supply/purchase order, DGFT clearance and DGCA approval is not produced to obtain any import license.
- (xi) Details of magazine licenses for possession and sale of explosives and copies of the magazine licenses from where explosives to be exported.

2. Transfer of License: There is no provision for transfer of license.

3. Renewal of license: There is no provision for renewal of license.

4. Amendment of license: There is no provision for amendment of license.

**GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN
FORM LE-10 OF EXPLOSIVES RULES, 2008 – SHOT FIRER’S
CERTIFICATE**

SCOPE: LE-10 licenses to be issued for the following purposes;

1. Category A: Unlimited - All type of blasting
2. Category B: General aboveground – All phases of aboveground blasting operation.
3. Category C: General underground - All phases of underground blasting operation.
4. Category D: Demolition - All phases of blasting in demolition project.
5. Category E: Seismic - All phases of blasting in seismic prospecting or production.
6. Category F: Agricultural - All phases of blasting in agricultural and well sinking.
7. Category G: Special – Blasting for special purpose not covered under the above.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	Shot Firer’s License	Controller of Explosives

PROCEDURE TO BE FOLLOWED FOR ISSUE OF SHOT FIRER’S CERTIFICATE: Following procedure to be followed to issue Shot Firer’s Certificate;

1. After receipt of the online application technical interview shall be conducted to ascertain capability of the applicant to work as Shot Firer. The applicant shall upload the following documents to obtain shot firer’s certificate;
 - (i) Form AE-10
 - (ii) Requisite Fee
 - (iii) Signed passport size photograph
 - (iv) Document in support of proof of age
 - (v) Medical fitness certificate
 - (vi) No Objection Certificate from Police Authority

- (vii) Documents in support of education qualification
- (viii) Experience certificate in the field of blasting of explosives.
- (ix) Consent letter of Form LE-3 license (Magazine for possession and use of explosives) holder for attachment
Shot Firer's certificate.

2. Transfer of License: Not applicable

3. Renewal of license: The procedure adopted for grant of shot firer's certificate shall be followed for revalidation of the certificate.

4. Amendment of license: Not applicable

**GUIDELINES TO BE FOLLOWED FOR ISSUING LICENSES IN
FORM LE-11 OF EXPLOSIVES RULES, 2008 – FOREMAN’S
CERTIFICATE**

SCOPE: LE-11-Foreman’s certificate to work in Fireworks manufacturing factory.

LICENSING AUTHORITIES:

S. No.	PURPOSE	LICENSING AUTHORITY
1	Foreman’s Certificate	Controller of Explosives

1. PROCEDURE TO BE FOLLOWED FOR ISSUE OF FOREMAN’S CERTIFICATE: Following procedure to be followed to issue license for grant Foreman’s Certificate;

After receipt of the online application, technical interview shall be conducted to ascertain capability of the applicant to work as Foreman. The applicant shall upload the following documents to obtain shot firer’s certificate;

- i. Form AE-11
- ii. Requisite Fee
- iii. Signed passport size photograph
- iv. Document in support of proof of age
- v. Medical fitness certificate
- vi. Documents in support of education qualification
- vii. Experience certificate in the field of blasting of explosives.

2. Transfer of License: Not applicable

3. Renewal of license: The procedure adopted for grant of Foreman’s Certificate shall be followed for revalidation of the certificate.

4. Amendment of license: Not applicable