

**Check list for inspection of the New Licence of Repairer of W&M-**

1	Whether the workshop premises is/are owned by the applicant(s) himself/herself/ themselves.	Y/N
	If Yes then whether the ownership documents and tax receipt from local bodies etc verified.	Y/N
2	Whether the premises is/are owned by any other family members	Y/N
	If Yes then whether their consent letter duly notarized along with document of ownership verified.	Y/N
3	Whether the premises is/are rented.	Y/N
	If Yes then whether the copy of registered rent agreement verified	Y/N
4	Whether the applicant has supplied the copy of constitution of firm and Memorandum and articles of association in case of Private limited company and limited company.	Y/N
5	Whether the applicant has acquired NOC for Workshop from Local bodies or other department empowered for that.	Y/N
6	Whether the applicant has furnished minimum 2 year experience in the name of skilled worker/proprietor/partner/director of the firm, in relevant field issued by some manufacturer/repairer with valid licence of similar items OR diploma in Engineering/ITI mechanic certificate.	Y/N
7	Whether the skilled/unskilled workers are as per list.	Y/N
8	Whether the Machinery, tools and accessories are as per list	Y/N
9	Whether the applicant having sufficient stock of loan/test weights etc.	Y/N
10	Whether the standard weights, measures and other weighing equipments are duly verified.	Y/N

*Wipul K...*  
*20/06/17*