



Service Name: Grant of registration of Manufacturing and Packing of packaged commodities

The Legal Metrology Department of the State of Goa, regulates and maintains standards of all weights and measures used in trade or commerce as required by the Legal Metrology Act, 2009. These standards are based on the International System of Units (SI) to ensure precision and uniformity. The Legal Metrology Act, 2009 is a law that establishes and enforces standards for weights and measures. It also regulates trade and commerce in goods that are sold or distributed by weight, measure, or number. The act was enacted on January 13, 2010, and came into force on April 1, 2011.

Service Snapshot

Sr No	Particulars	Details
1.	Competent Authority	Controller, Legal Metrology, Government of Goa
2.	URL/s	Goaonline: https://goaonline.gov.in Legal Metrology: https://clm.goa.gov.in/
3.	Type of service	Pre-Establishment
4.	Act / Rule	The Legal Metrology Act, 2009 Legal Metrology (Packaged Commodities) Rules, 2011
5.	Service mode:	Online through Goaonline
6.	Online mode notification	(See below)
7.	Timeline for approval	Pls see the timeline section below.
8.	Validity of approval	Onetime.
9.	Provision of Deemed Approval:	Not Applicable
10.	Auto Renewal	Not Applicable
11.	Auto Renewal - URL	Not Applicable



Step by Step Procedure for approval with timeline

#	Action by User Type	Stages/Steps	Time taken for approval
1.	User / Investor	Registers on the State Single Window Portal i.e., Goa online	Not Applicable
2.		Logs in to the Single window portal	
3.		Navigates to Services - ALL SERVICES - searches for "Registration of Manufacturer / Packer / Importer of packaged commodities"	
4.		The applicant submits the application with the required documents.	
5.		System triggers and email and SMS to the user / investor	
6.	Department	Application will reflect on the concerned Assistant Controller, Legal Metrology Dashboard.	2 days
7.		Assistant Controller to verify the application and if found okay send the application to the concerned Inspector for inspection	
8.		Inspector will schedule the inspection date with applicant	2 days
9.	Goa-online	Online System triggers and email and SMS to the user / investor for inspection.	Real time
10.	Department.	The Inspector conducts the inspection and upload the inspection report.	6 days
11.		The application is marked to Asst. Controller, who forwards the application to Controller with his/her remarks.	2 days
12.		Controller authorizes the application and marks for payment.	3 days
13.		Online System triggers and email and SMS to the user / investor for payment.	Realtime
14.	User / Investor	Makes online payment as per the fee schedule which is auto calculated in the online system	Not Applicable
15.	Goa-online	Post payment the certificate gets generated, and applicant downloads the certificate.	Not Applicable



Document Checklist

Following documents are required to avail the license.

#	Document	Mandatory / non-mandatory
1.	ID Proof (Aadhar Card / PAN Card) of Proprietor/Managing partner / Managing Director/Authorized signatory	Mandatory
2.	Trade license / Udyog Aadhar / DRDA Registration for SHGs.	Mandatory
3.	Rent / Ownership document of manufacturing / packing / importing unit.	Mandatory
4.	Copy of importer certificate in case of importer.	Mandatory
5.	List of commodities to be manufactured / pre-packed / imported	Mandatory
6.	Sample of the label to be used for product with mandatory declaration as per Legal Metrology (Packaged Commodities) Rules 2011.	Mandatory



Fee Applicable

- 1) **Applicable Fees (in INR):** Rule 27 of the Legal Metrology (Packaged Commodities) Rules 2011.
- 2) Licensing fees:

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THE GAZETTE OF INDIA : EXTRAORDINARY

[PART II—SEC. 3(i)]

rules shall apply to any package containing a commodity if—

(a) the net weight or measure of the commodity is ten gram or ten millilitre or less, if sold by weight or measure;

Provided that the declaration in respect of maximum retail price and net quantity shall be declared on packages containing 10g to 20g or 10ml to 20ml;

(b) any package containing fast food items packed by restaurant or hotel and the like;

(c) it contains scheduled formulations and non-scheduled formulations covered under the Drugs (Price Control) Order, 1995 made under section 3 of the Essential Commodities Act, 1955 (10 of 1955);

(d) agricultural form produces in packages of above 50 kg.

CHAPTER VI

REGISTRATION OF MANUFACTURERS, PACKERS AND IMPORTERS

27. Registration of manufacturers, packers and importers.-

(1) Every individual, firm, Hindu undivided family, society, company or corporation who or which pre-packs or imports any commodity for sale, distribution or delivery shall make an application, accompanied by a fee of rupees five hundred, to the Director or the Controller for the registration of his or its name and complete address; and every such application shall be made,-

(i) in the case of an applicant pre-packing or importing any commodity on the date of commencement of these rules, within a period of ninety days from such commencement; or

(ii) in the case of any applicant who or which commences pre-packing or importing of any commodity after the commencement of these rules, within ninety days from the date on which he or it commences such pre-packing.

(2) Every application referred in sub-rule (1) shall contain the following particulars, namely:-



- (a) the name of the applicant;
- (b) the complete address of the premises at which the pre-packing or import of one or more commodities is made by the applicant; and
- (c) the name of the commodity or commodities pre-packed or imported by the applicant.

Explanation: In this sub-rule, 'complete address' has the meaning assigned to it in the explanation to sub-rule (1) of rule 10.'

(3) For making any alteration in the registration certificate issued under sub rule (1), a fee of rupees one hundred shall be paid by the concerned manufacturer or packer or importer to the Director or Controller.

(4) On receipt of the application made under sub-rule (1), the Director or Controller, who shall be the Registering Authority, shall-

- (a) if the application is not complete in all respects, return the same to the applicant within a period of seven working days from the date of receipt of the application;
- (b) if the application is complete in all respects, register the applicant and grant a registration certificate to the applicant to that effect.

28. Registration of shorter address permissible.-(1) It shall be lawful for any manufacturer or packer to make an application to the Director or the Controller for the registration of a shorter address, in addition to the complete address referred to in sub-rule (2) of rule 27.

(2) The Director or the Controller may, if he is satisfied after inquiry that the shorter address is sufficient to enable the consumer or any other person to identify the manufacturer or the packer, register such shorter address.

(3) Where a shorter address is registered by the Director or the Controller, it shall be lawful

3) Fee Notification Link: [8.pdf \(consumeraffairs.nic.in\)](http://8.pdf(consumeraffairs.nic.in))



Timeline

The timeline for the service is given below:

O. Department of Legal Metrology				
173	Registration of Manufacturer of weights and measures, Registration of repairers of weights and measures and Registration of dealers and Registration of manufacturers, Packers and Importers of Package commodities	Controller	Five day	Secretary (Weights and Measures).
174	Receiving the application for registration, verification of the documents and submission of the report after site inspection	Assistant Controller (incharge of the zone)	Six days	Controller.
175	Decision of the application	Controller	Four days	Secretary (Weights and Measures).
176	Renewal of Licenses Manufacturer/ Dealers and repairs of weights a measures	Assistant Controller (Head Quarter)	Thirty days	Controller.
177	Verification of petrol and diesel pump (dispensing pumps) and weigh bridges	Assistant Controller (Incharge of the zone)	Two days	Controller.
178	Verification of other weights or measures	Inspector	Two days	Controller.

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Reference link: [Sr. II No. 31 Extraordinary No. 3 \(LOW RESO\) \(goa.gov.in\)](http://Sr. II No. 31 Extraordinary No. 3 (LOW RESO) (goa.gov.in))

Risk-based classification

Risk Classification is not applicable.



Service Mode:

The mandate issued by the department for the online mode is given below:

No.1/174/18-CLM/643/1906
Government of Goa,
Office of the Controller, Legal Metrology,
Legal Metrology Bhavan,
Next to National Sample Survey Office,
Near Air India Colony, Housing Board,
P.O. Alto-Porvorim,
Porvorim, Bardez, Goa – 403521.

Dated: 26th September, 2018.

NOTIFICATION

Recommendation 1 & 3: Notification as required under the Ease of Doing Business requirements Department of Legal Metrology mandates acceptance of application under the Legal Metrology Act, 2009, and the Legal Metrology (Packaged Commodities) Rules, 2011, only by online mode. The Assistant Controllers of Legal Metrology are hereby instructed to process applications that are received online only.

Further, it is also mandated that all queries against an investor's application should be submitted to the investor only once and within seven days of receipt of the application.



K. B. Kossambe
(K. B. KOSSAMBE)
CONTROLLER, LEGAL METROLOGY



The Consent to Establish is mandated to be submitted and processed online. The circular from Goa-PCB mandating the same is given below:

GOA@60

GOA INVESTMENT PROMOTION AND FACILITATION BOARD (GOA-IPB)
1ST FLOOR, SPACES, EDC PATTO PLAZA, PANAJI, GOA – 403 001
Email: ceo-ipb.goa@gov.in / ipb.goa@gmail.com

No. 15/2019/Goa-IPB/EoDB/515 Dated: 25/01/2021

MEMORANDUM

In furtherance of the notification No.3/02/2015-IND/64 dated 25/01/2021 issued by the Department of Industries, Government of Goa, the Goa Investment Promotion and Facilitation Board (Goa-IPB), State's implementation agency for Ease of Doing Business, hereby issues the following mandates as outlined below:-

1) Further to point 3 of the above mentioned notification, the online system for Public Consultation has been implemented in the State to ensure the following for all proposed regulations in the State:


- i. Legal basis
- ii. Necessity
- iii. Business friendly policies
- iv. The drafts of proposed acts, rules or regulations should be made available for a minimum period of 30 days

All departments of the State Government are to note the above four points while drafting and proposing any legislation, rules or regulations.

2) Furthermore, the online single window system and all online services should have the following features:

- i. End-to-end online application and submission
- ii. Online payment and document submission
- iii. Online status tracking and department comments
- iv. Online certificate issuance and download
- v. Facility for online verification of certificates/ licenses/ permits by third parties

All Departments of the State Government and their IT vendors concerned should make sure that any service made online should have above mentioned features for the online systems used and developed by them.


(Vandana Rao, IAS) 25.01.21
Chief Executive Officer,
Goa Investment Promotion &
Facilitation Board

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To,

- 1) All HODs of Government Departments.
- 2) The State Coordinator, National Informatics Centre, Goa State Centre, Parasio De Goa, H-Block, Porvorim-Goa.
- 3) The Chief Executive Officer, Goa Electronics Limited, Junta House, Panaji-Goa.

Copy to:

- 1) PA to Industries Minister, Minister Block, Secretariat, Porvorim-Goa.
- 2) PA to Chief Secretary, Secretariat, Porvorim-Goa.
- 3) PA to Secretary (Industries), Secretariat, Porvorim-Goa.

Additional Remarks: The procedural steps indicated above is uniform for all types of establishments, irrespective of risk category, size of firm, business location or type of investor (Foreign or Domestic).