



Department of Industries

User Manual – NOC for Storage of Petroleum, Diesel, LPG, Naptha



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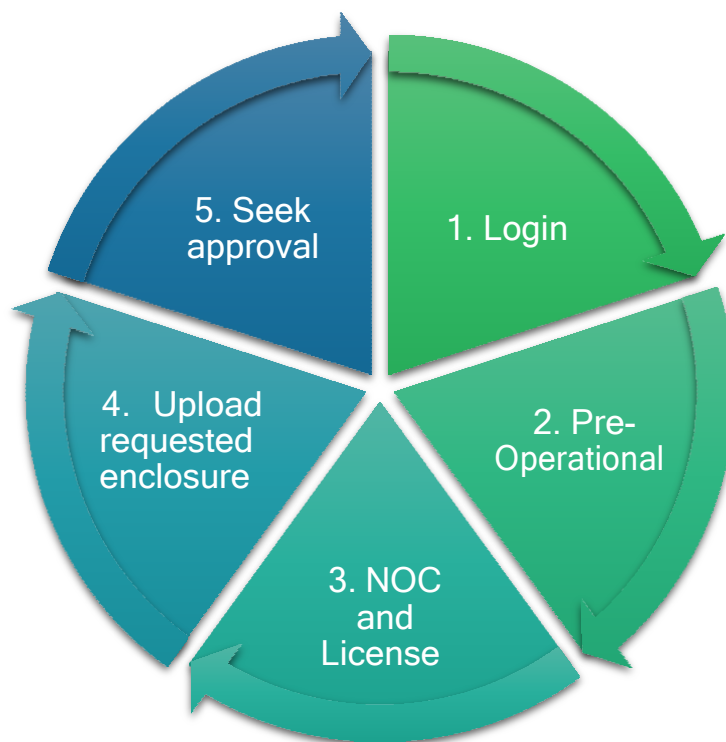
1.1 Introduction

Import, transport, storage, production, refining and blending of petroleum, Diesel, LPG, Naphtha has been restricted by Government of India, without license.

License should be issued by the State Government or the District Magistrate or any other Officer authorized by the Central or State Governments.

1.2 Entrepreneur Workflow

Entrepreneur should seek license from concerned department to order to Import, transport, storage, production, refining and blending of petroleum, Diesel, LPG, Naphtha



Workflow of Entrepreneur

1.2.1 Login AP industries

Link : <https://www.apindustries.gov.in/APIndus/Default.aspx>

Path : AP industries → Investor Services → Single Desk Portal → Entrepreneur Login

1.2.1.1 Entrepreneur needs to login using SDP user ID and Password.

1.2.1.2 In case User doesn't have account/Login in SDP portal, kindly register Single desk Portal(SDP)

1. Login (as shown in Pic - 1)

The screenshot shows the homepage of the Department of Industries, Government of Andhra Pradesh. The navigation menu includes 'HOME', 'ABOUT ANDHRA PRADESH', 'WHY INVEST IN AP', 'FOCUS SECTORS', 'INVESTOR SERVICES', 'DEPARTMENT', 'EODB', 'YSR NAVODAYAM', 'INFORMATION', and 'CONTACT'. The 'INVESTOR SERVICES' dropdown menu is open, showing options like 'Single Desk Portal - Registration', 'Single Desk Portal - Entrepreneur Login' (highlighted), 'Approvals Verification', 'Sick Industries Registration', 'Investor Facilitation Center', 'Certificate of DCP', 'SC/ST Schemes', 'Corporate Social Responsibility', and 'UAM Registration'. The main banner features the text 'Our business is to make yours easy.' and a sidebar with various service buttons like 'Information wizard', 'Apply for Approvals', 'Apply for Industrial Incentives', etc.

Pic - 1

2. Select the desire industry from Entrepreneur Dashboard and Click on PROCEED

Note : Pre-requisite – Fill CAF-II form (as shown in Pic - 2)

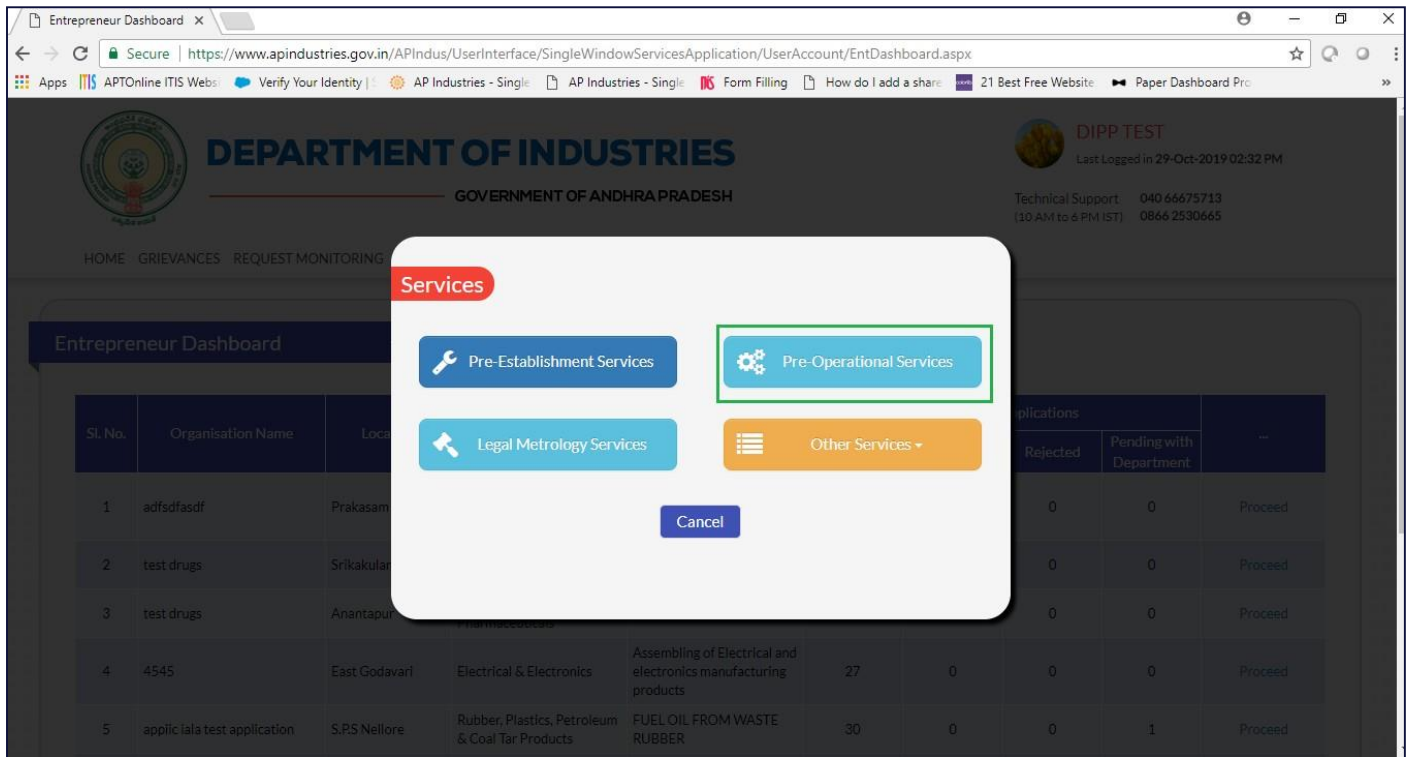
The screenshot shows the 'Entrepreneur Dashboard' with a table of applications. The table has columns for Sl. No., Organisation Name, Location, Sector, Line of Activity, and Total No. of Applications (Required, Approved, Rejected, Pending with Department). The application with Sl. No. 4 is highlighted, and the 'Proceed' button in its row is also highlighted.

Sl. No.	Organisation Name	Location	Sector	Line of Activity	Total No. of Applications				...
					Required	Approved	Rejected	Pending with Department	
1	adfsdfasdf	Prakasam	Auto Components	Automobiles Manufacturing (Integrated facilities)	18	1	0	0	Proceed
2	test drugs	Srikakulam	Auto Components	AUTOMOBILE COMPONENTS	28	0	0	0	Proceed
3	test drugs	Anantapur	Bulk Drugs, Pharmaceuticals	Bulk drugs Pharmaceuticals	32	0	0	0	Proceed
4	4545	East Godavari	Electrical & Electronics	Assembling of Electrical and electronics manufacturing products	27	0	0	0	Proceed

Pic - 2

1.2.2 View Pre-Operational Details

1. Select **Pre-Operational Services** (as shown in Pic – 3)



Pic – 3

2. Answer to the queries (as shown in Pic – 4)

The screenshot shows the 'Pre-Operational Details' form. It contains a list of 16 queries, each with a 'Yes' or 'No' radio button. The last three queries (XIV, XV, and XVI) have input fields instead of radio buttons. A 'Show Clearances' button is located at the bottom of the form.

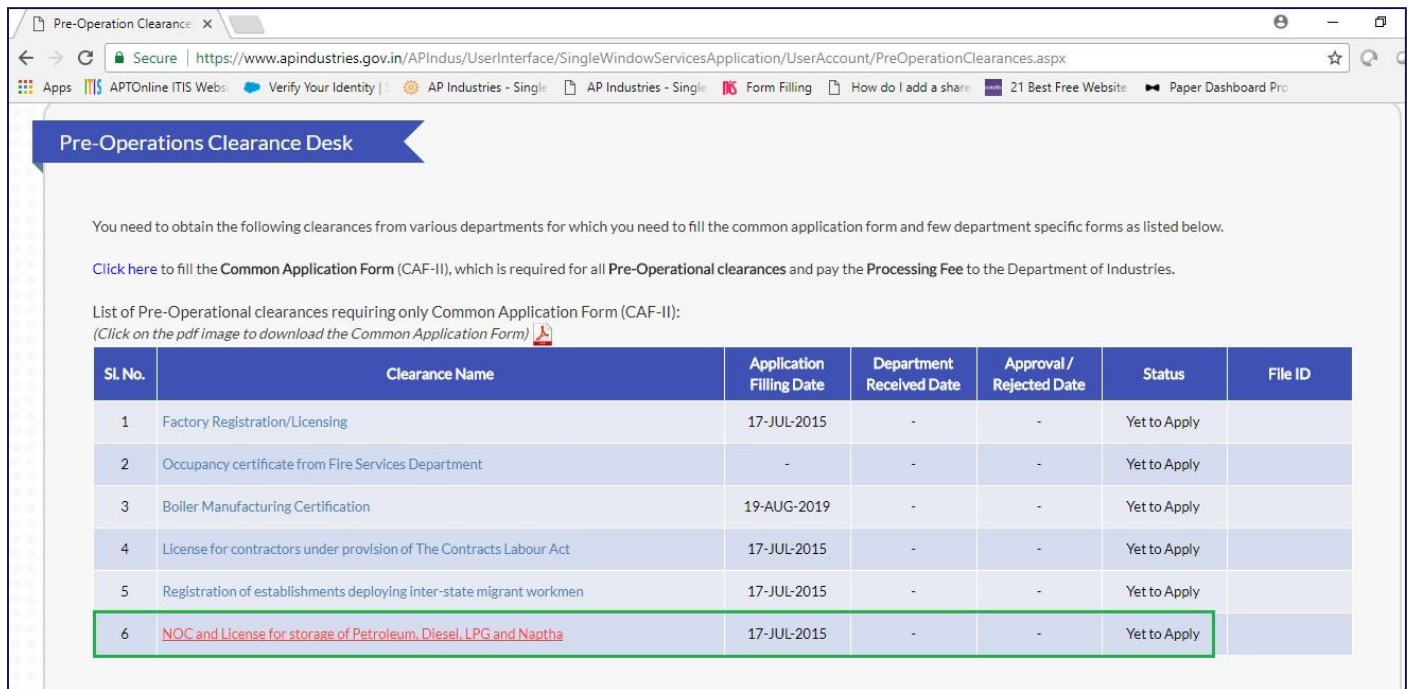
Please fill in the following details, the system will provide guidance to apply for required clearances.

- (i) Will you be operating boilers? * Yes No
- (ii) Will you possess, or use Rectified Spirit/Denatured Spirit in manufacturing process? * Yes No
- (iii) Do you have hazardous waste in the process? * Yes No
- (iv) Do you have any registered office or Godown outside the premises of Industry? * Yes No
- (v) Do you intend to employ 5 or more other state workers through a contractor? * Yes No
- (vi) Do you intend to employ 5 or more workers through a contractor? * Yes No
- (vii) Do you intend to manufacture/recycle plastic carry bags or multilayered plastics? * Yes No
- (viii) Do you need license for storage of petroleum, diesel and Naptha? * Yes No
- (ix) Do you need license for Motor Transport Workers Act,1961? * Yes No
- (x) Do you need license for Building And Other Construction Works(RE & CS)Act,1996? * Yes No
- (xi) Do you need license for Payment of Gratuity Act,1972? * Yes No
- (xii) Do you require Registration of principal employer's establishment under provision of The Contracts Labour Act? * Yes No
- (xiii) Do you require Registration certificate of Establishment Inter State Migrant Workmen (RE&CS) Act,1979? * Yes No
- (xiv) Building Height (In Mtrs.) *
- (xv) Building Area (In Sq.Mts) *
- (xvi) No. of Blocks *

[Show Clearances](#)

Pic – 4

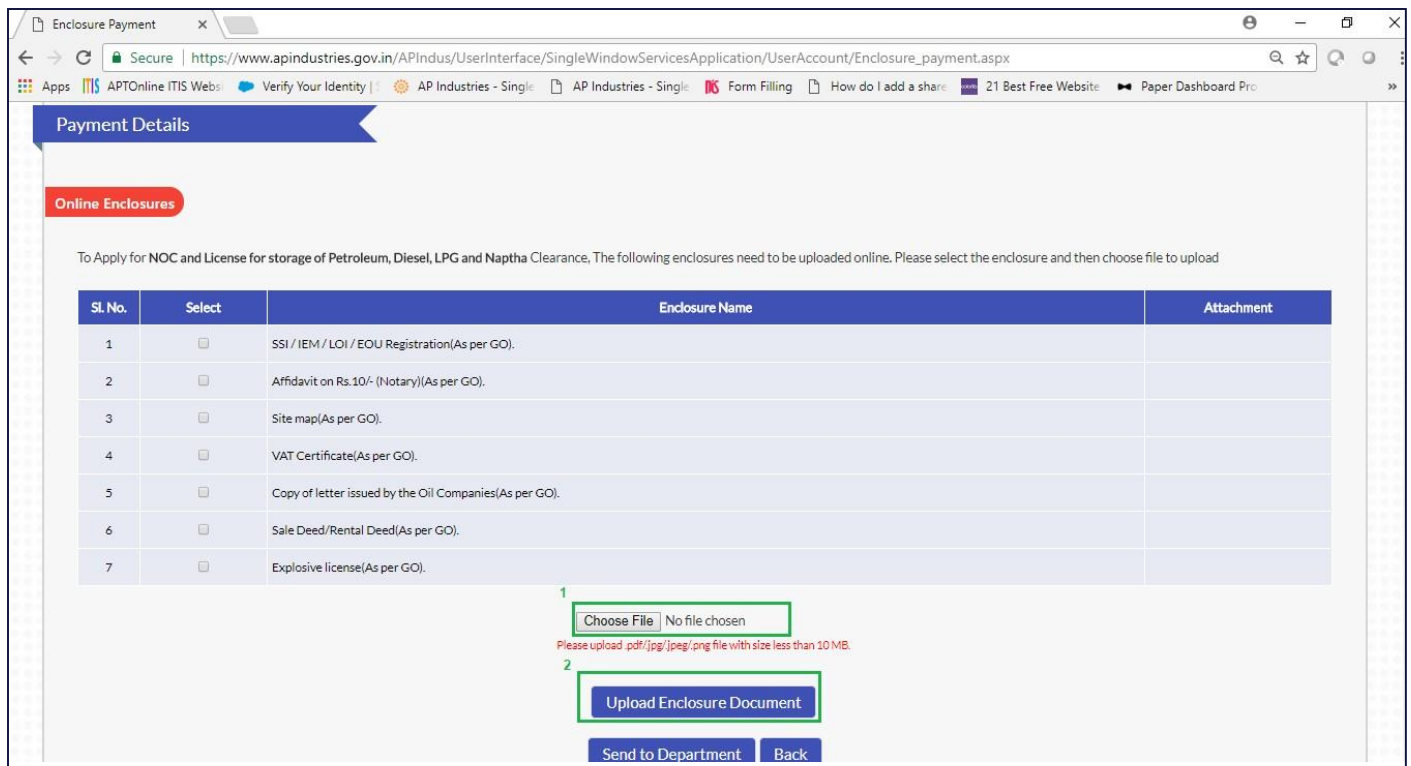
3. Select **NOC and License for storage of Petroleum, Diesel, LPG, Naptha** clearance (as shown in Pic – 5)



Pic – 5

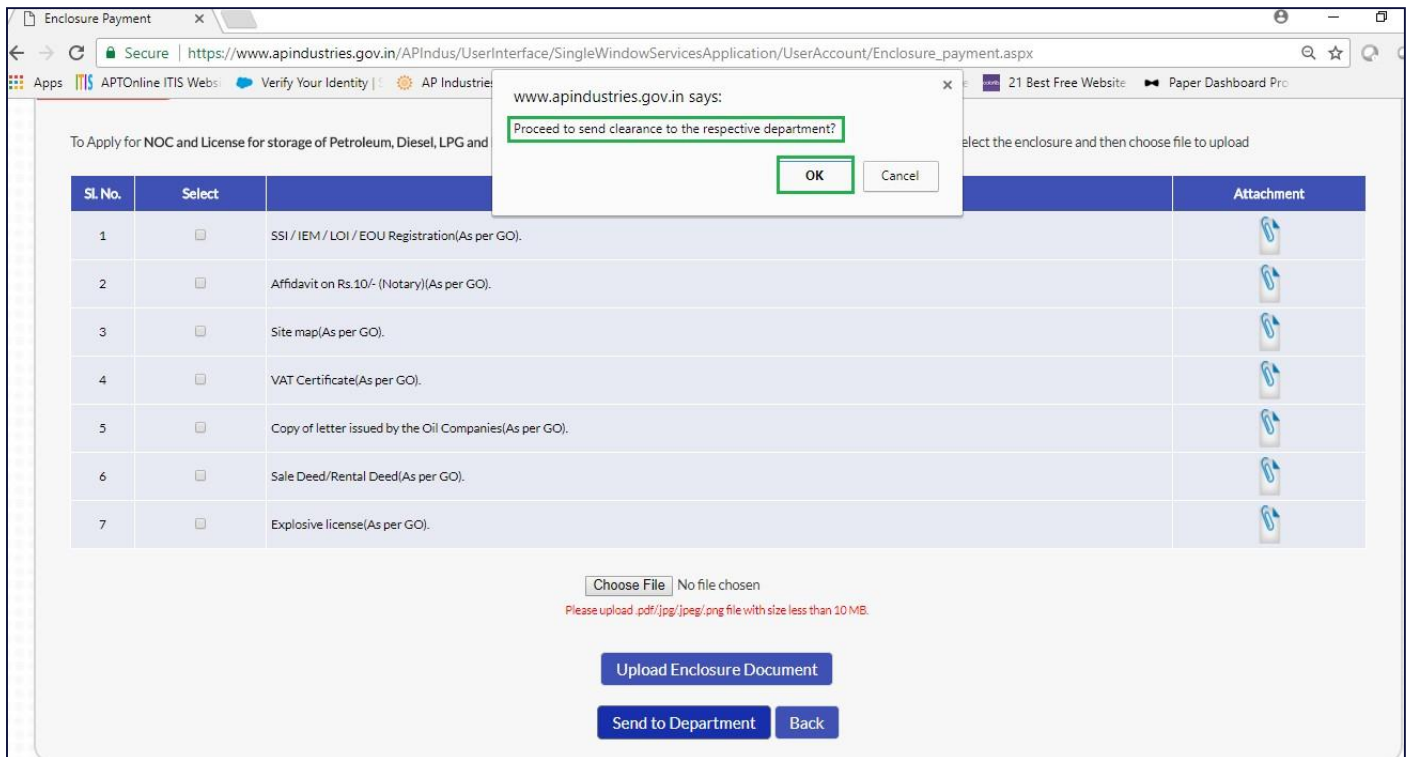
4. Submit the enclosure individual(as list below Pic – 6)

- a. Choose file
- b. Click on **Enclosure Document**
- c. Once uploading all the documents, click in **SENT TO DEPARTMENT**



Pic – 6

5. Click on **OK** to send the enclosure to respective department. (as shown in Pic -7)



Pic - 7

1.3 Department Workflow

Once the enclosure are submitted by entrepreneur, the documents are sent to respective department for inspection and final approvals. The application will be visible to below Login

- DRO/JC (District Revenue Officer [DRO]/ Joint Collector)
- Revenue Divisional Officer(RDO)
- DFO (District fire officer)
- DMHO (District Medical and Health Officer)
- Commissioner IALA(If applicable)
- Superintendent of police



Workflow of Department

DMHO,RDO, SP, COI IALA,DFO inspects the details and upload the inspection copy. Copy of inspection resultant and recommendation from these authorities will be considered by DRO for final approvals.

1.2.3 DMHO Login

District Medical and Health Officer will be able view the [NOC and License for storage of Petroleum, Diesel, LPG, Naptha](#) clearance details under [Pending Clearance](#). Authorized DMHO should login Single desk portal using SDP user id and Password.(as shown Pic – 8)

DEPARTMENT OF INDUSTRIES
GOVERNMENT OF ANDHRA PRADESH

Welcome to District Medical and Health Officer
Technical Support +91 9705532190, 7095370441
+91 7095370441 (10AM to 6PM IST)

HOME CLEARANCES PAYMENT DETAILS GRIEVANCE DETAILS APPOINTMENT MEETING DETAILS EMPANELLED OFFICERS APPOINTMENTS DISTRICT EODB
DISTRICT EODB SERVICE REQUEST FOR CERTIFICATION CHANGE PASSWORD LOGOUT

PENDING CLEARANCES

The SLA for this service is 15 working days and the SLA starts from the Date of Receipt of the courier by the Department.

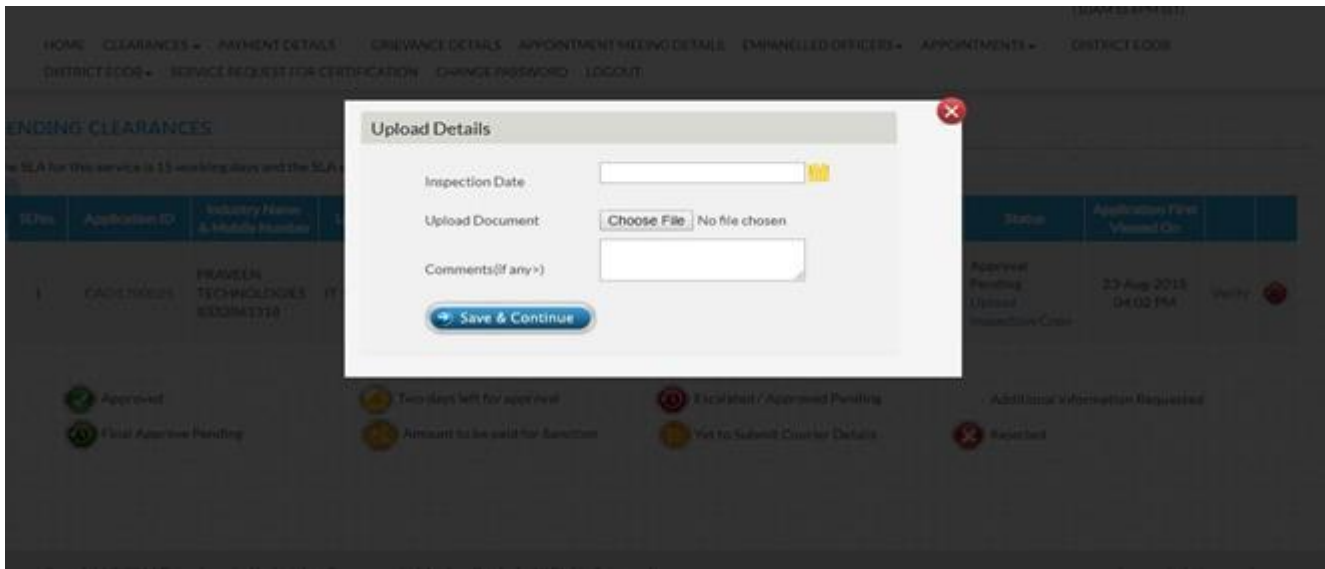
SLNo.	Application ID	Industry Name & Mobile Number	Line of Activity Name	Clearance Name	District/ Location	Request Received Date	Permissible Approval Date	Status	Application First Viewed On	Verify
1	CAQ1700025	PRAVEEN TECHNOLOGIES 8332861318	IT -Intra	License for storage of petroleum, diesel and Naptha	Kadapa /CC Cuddapah	12-MAR-2018	29-Mar-2018	Approval Deadline Upload Inspection Copy	23-Aug-2018 04:02 PM	Verify

Approved (Green checkmark) Two days left for approval (Yellow clock) Escalated / Approved Pending (Red clock) Additional Information Requested (Red X)

Final Approve Pending (Green clock) Amount to be paid for Sanction (Yellow coin) Yet to Submit Courier Details (Yellow clock) Rejected (Red X)

Pic – 8

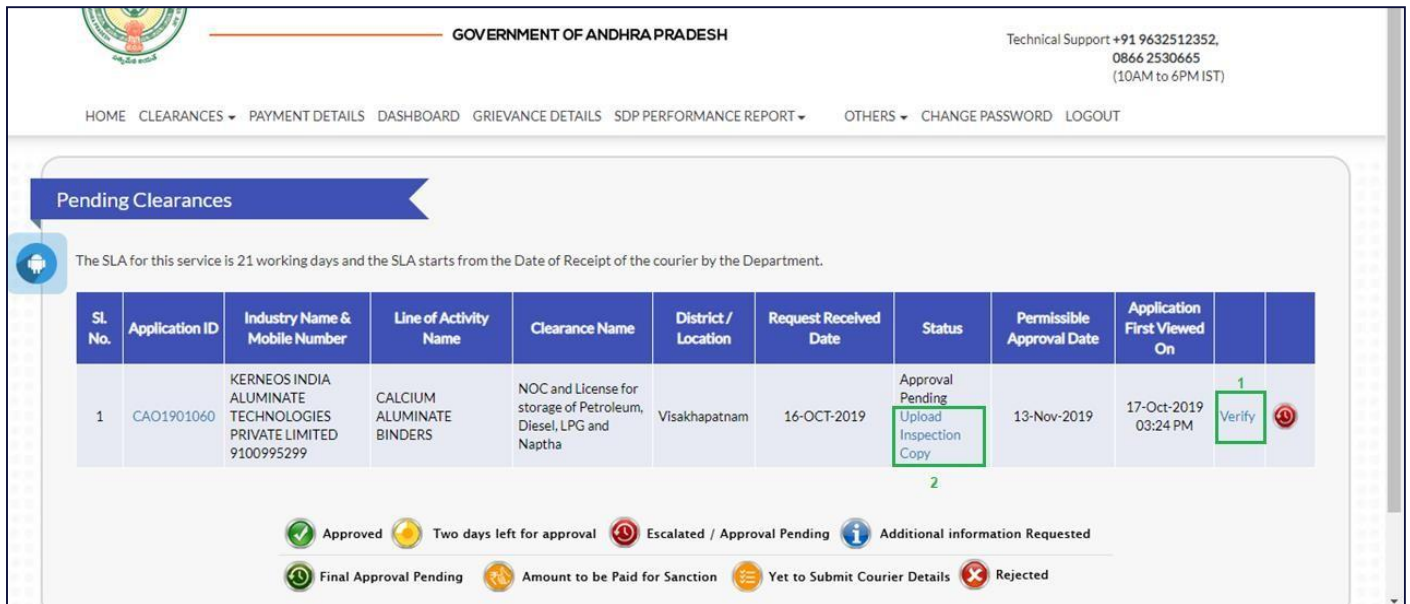
DMHO Inspects the industry and upload the inspection report (as show Pic - 9)



Pic – 9

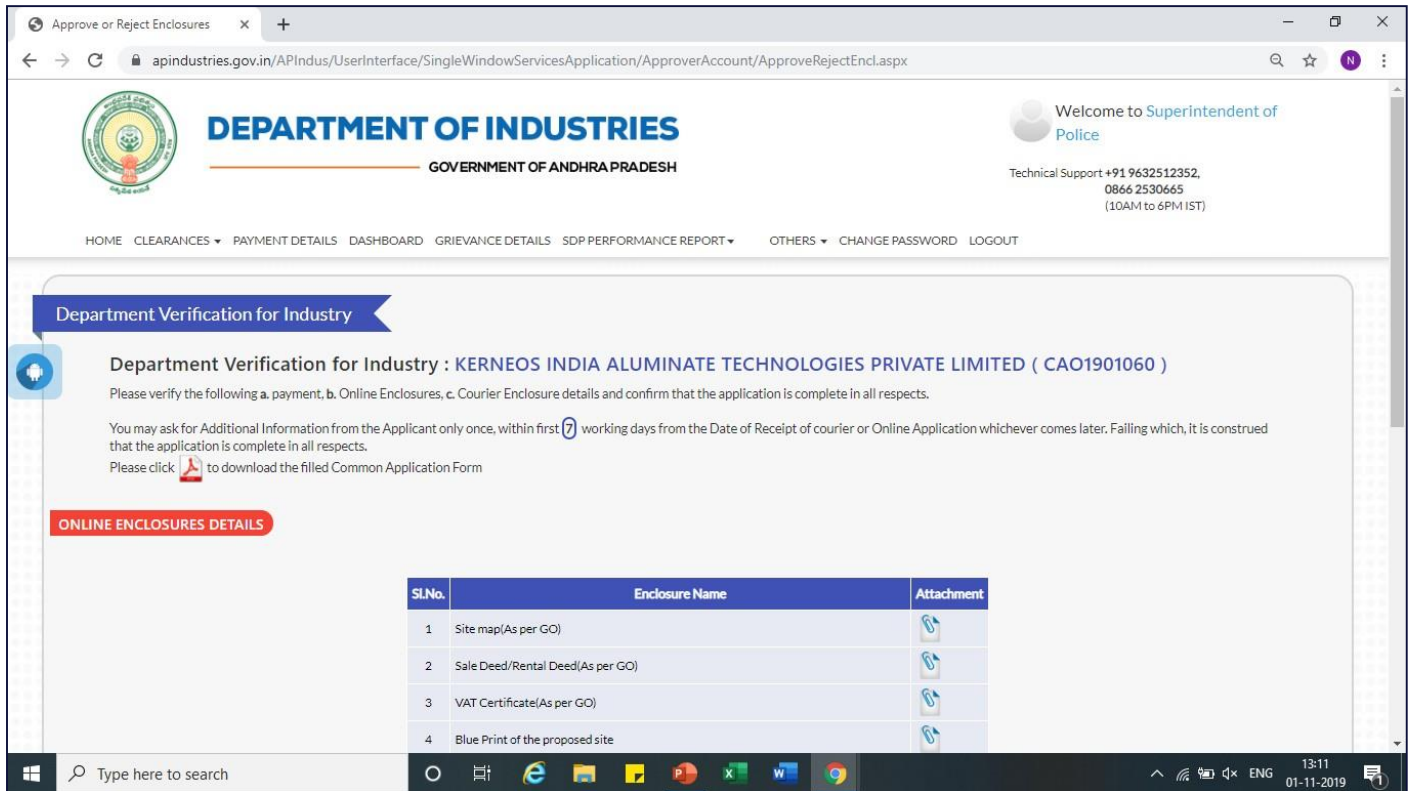
1.3.2 SP Login

- a. Submitted details will be visible to Superintendent of police. SP verifies the details and upload the inspection report.(as shown in Pic – 10)



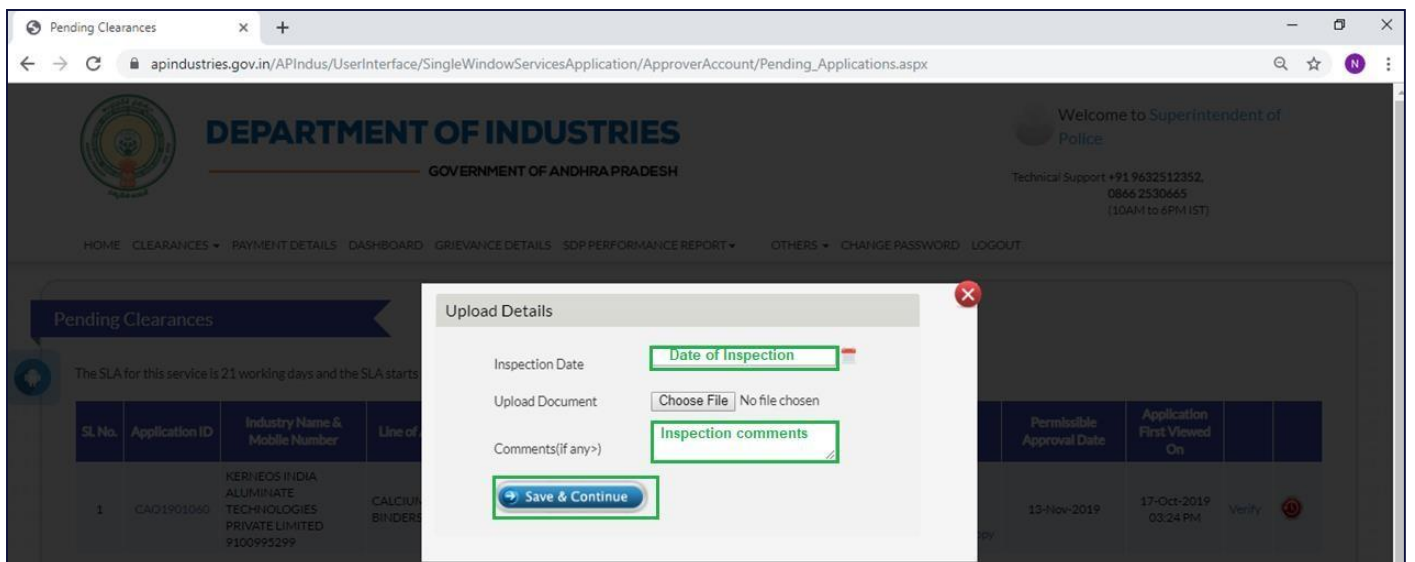
Pic – 10

- b. Upon click of Verify, below screen will be populated along with documents which are enclosed.(as shown in Pic -11)



Pic - 11

- c. Upload inspection report(as shown in Pic - 12)



Pic - 12

1.3.3 COI IALA login

- a. Submitted details will be visible to COI IALA, verifies the details and upload the inspection report.(as shown in Pic -13)

The screenshot shows the 'DEPARTMENT OF INDUSTRIES' portal for the Government of Andhra Pradesh. The user is logged in as 'Commissioner / EO IALA'. The navigation menu includes: HOME, CLEARANCES, PAYMENT DETAILS, DASHBOARD, GRIEVANCE DETAILS, SDP PERFORMANCE REPORT, OTHERS, CHANGE PASSWORD, and LOGOUT. The 'PENDING CLEARANCES' section displays a table with the following data:

Sl No.	Application ID	Industry Name & Mobile Number	Line of Business	Product	Location	Application Date	Approval Status	Inspection Date	First Viewed On	Verify
38	CAO1900614	PIDILITE INDUSTRIES LIMITED 9909995991	CHEMICAL PROCESS	NOC and License for storage of Petroleum, Diesel, LPG and Naptha	Visakhapatnam	09-JUL-2019	Approval Pending	29-Jul-2019	23-Jul-2019 03:30 PM	Verify

Pic - 13

- b. Upon click of **Verify**, below screen will be populated along with documents which are enclosed by entrepreneur .(as shown in Pic - 14)

The screenshot shows the 'Department Verification for Industry : PIDILITE INDUSTRIES LIMITED (CAO1900614)' page. It includes instructions for verification and a table of 'Online Enclosures Details':

Sl.No.	Enclosure Name	Attachment
1	SSI / IEM / LOI / EOU Registration(As per GO)	
2	Affidavit on Rs.10/- (Notary)(As per GO)	
3	Explosive license(As per GO)	
4	Copy of letter issued by the Oil Companies(As per GO)	
5	Site map(As per GO)	
6	Sale Deed/Rental Deed(As per GO)	
7	Application in Form-IX	

Pic - 14

- c. **Upload** inspection report(as shown in Pic - 15)

The screenshot shows the 'Pending Clearances' page with an 'Upload Details' modal form open. The modal form contains the following fields:

- Inspection Date:
- Upload Document: No file chosen
- Comments(if any>):
-

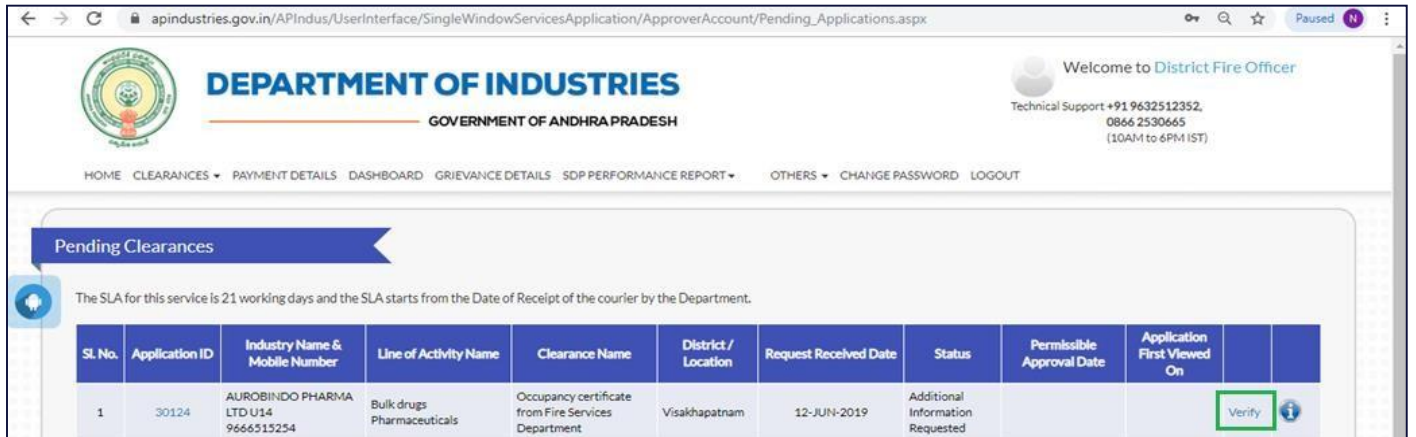
The background page shows a table of pending clearances with the following data:

Sl No.	Application ID	Industry Name & Mobile Number	Line of Business	Product	Location	Application Date	Approval Status	Inspection Date	First Viewed On	Verify
1	CAO1901060	KERI EOS INDIA ALLUMINATE TECHNOLOGIES PRIVATE LIMITED 9100995299	CALCIUM BINDERS						15-Nov-2019 17-Oct-2019 03:24 PM	Verify

Pic - 15

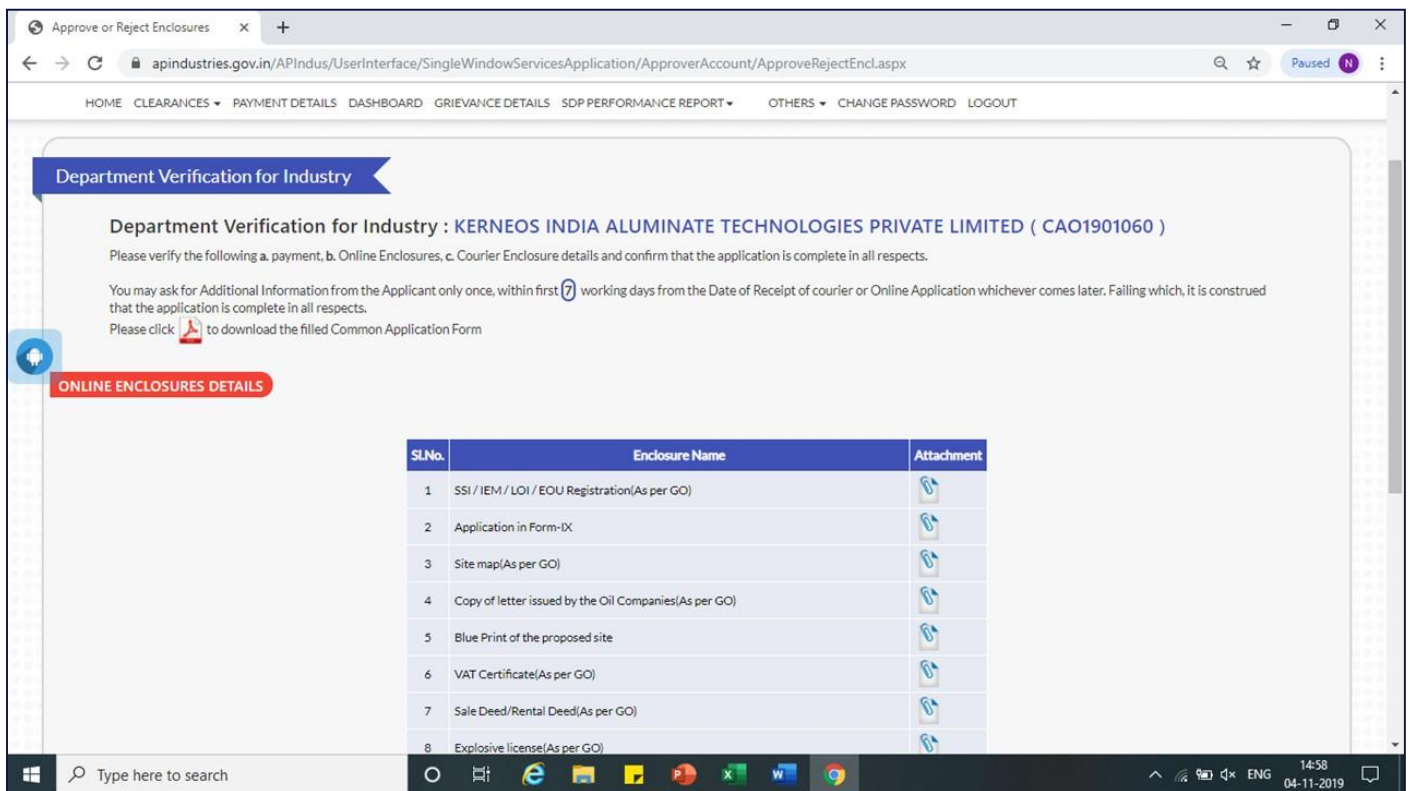
1.3.4 District Fire Officer (DFO) login

- a. Submitted details will be visible to DFO, verifies the details and upload the inspection report.(as shown in Pic -16)



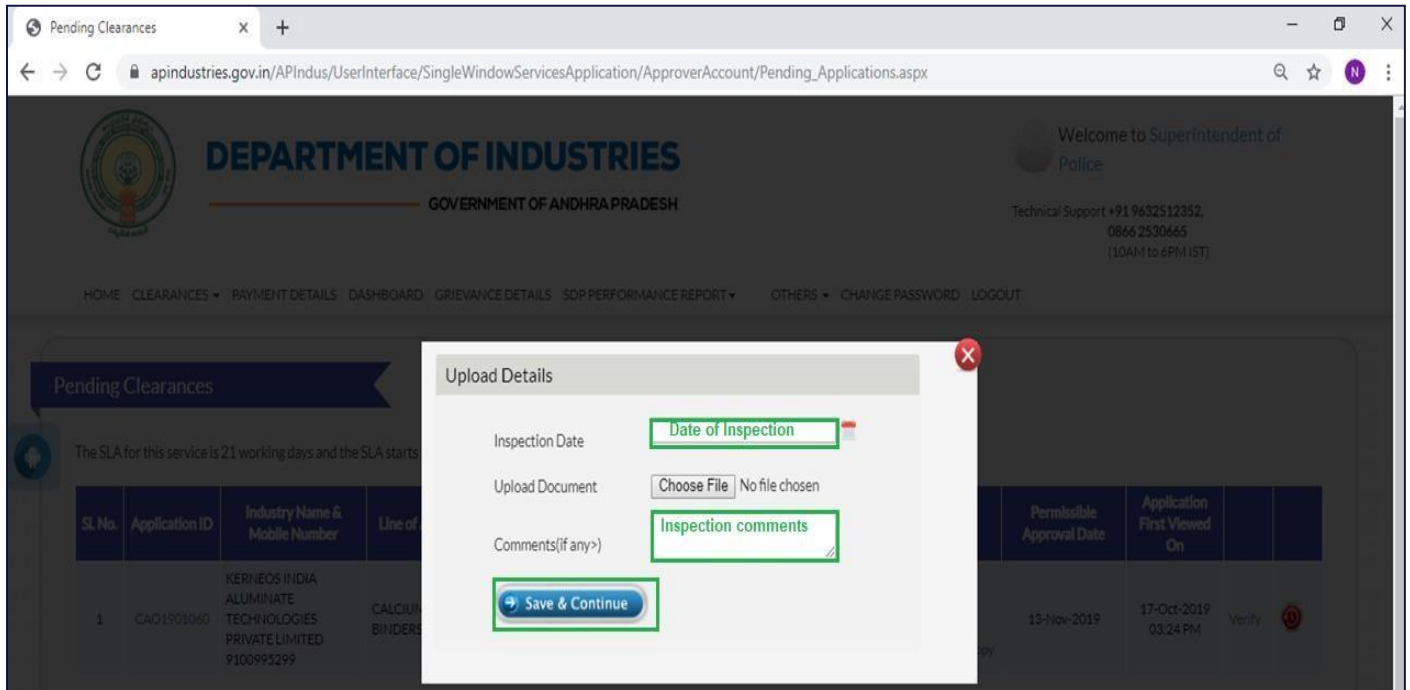
Pic – 16

- b. Upon click of **Verify**, below screen will be populated along with documents which are enclosed.(as shown in Pic – 17)



Pic – 17

c. Upload inspection report(as shown in Pic – 18)



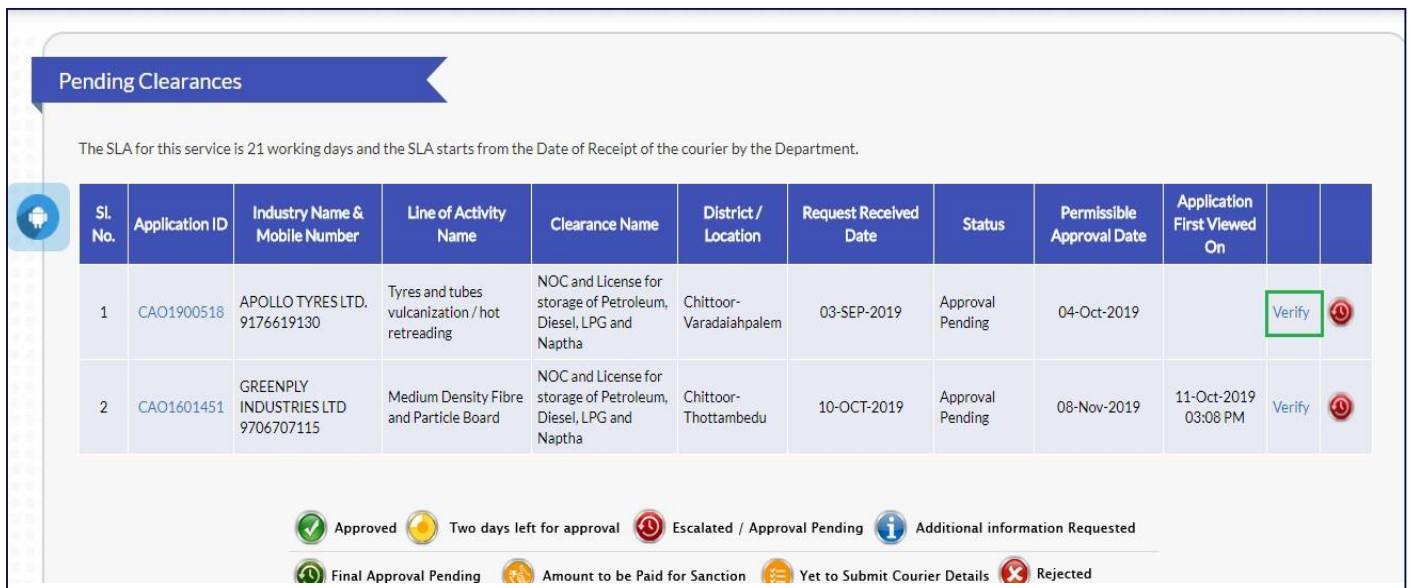
Pic – 18

1.3.5 Revenue Divisional Officer(RDO)

Application will be visible to RDO.RDO verifies the details and upload the inspection report like SP or DFO

1.3.6 DRO login

- a. DRO will be able to view all the inspection report submitted by DMHP,SP,COI IALA.DFO. DRO can approve or reject the application.(as shown in Pic – 19)



Pic – 19

b. Upon click of **Verify**, below screen will be populated along with documents which are enclosed (as shown in Pic – 20a,20b)

Department Verification for Industry

Department Verification for Industry : GREENPLY INDUSTRIES LTD (CAO1601451)

Please verify the following a. payment, b. Online Enclosures, c. Courier Enclosure details and confirm that the application is complete in all respects.

You may ask for Additional Information from the Applicant only once, within first 7 working days from the Date of Receipt of courier or Online Application whichever comes later. Failing which, it is construed that the application is complete in all respects.

Please click to download the filled Common Application Form

ONLINE ENCLOSURES DETAILS

Sl.No.	Enclosure Name	Attachment
1	VAT Certificate(As per GO)	
2	Copy of letter issued by the Oil Companies(As per GO)	
3	SSI / IEM / LOI / EOU Registration(As per GO)	
4	Site map(As per GO)	
5	Sale Deed/Rental Deed(As per GO)	
6	Explosive License(As per GO)	
7	Affidavit on Rs.10/- (Notary)(As per GO)	

Pic – 20a

c. **Upload** inspection report. **APPROVE** or **REJECT** the application form.

Action History On Application

Sl.No.	Remarkd By	Remarks	Action Date	Download
1	Region Development Officer(RDO)			-
2	Superintendent of Police			-
3	District Medical and Health Officer			-
4	District Fire Officer			-

Application is complete in all respects? Yes No

Do You Want to Approve/Reject The Application Approve Reject **Final Decision**

Approval Authority Comments

Upload Approval/Inspection Letter No file chosen

Pic – 20b

- d. Status of the application is showed as **APPROVED** or **REJECTED** (as shown in Pic – 21)

View Clearances

Approved
 Rejected
 All

Sl. No.	Application ID	Industry Name	Line of Activity Name	Clearance Name	District/Location	Request Received Date	Status	Verify	
1	CAO1900365	Hero MotoCorp Limited	Automobiles Manufacturing (Integrated facilities)	NOC and License for storage of Petroleum, Diesel, LPG and Naptha	Chittoor	10-JUL-2019	REJECTED	Verify	
2	CAO1900174	USG BORAL BUILDING PRODUCTS (INDIA) PRIVATE LIMITED	GYPSUM PLASTER AND BOARDS	NOC and License for storage of Petroleum, Diesel, LPG and Naptha	Chittoor	12-JUN-2019	APPROVED	Verify	

Pic – 21

1.3.7 Obtain NOC

Once the application is finally approved by DRO, entrepreneur obtain license. (as shown in Pic – 22)

- Entrepreneur login into Single Desk Portal, navigates to **Pre-operational**.
- Clearance status will be changed to **APPROVED** and File ID is generated for tracking purpose.
- Entrepreneur can download PDF version of NOC by clicking on **APPROVED**

Secure | https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/UserAccount/PreOperationClearances.aspx

You need to obtain the following clearances from various departments for which you need to fill the common application form and few department specific forms as listed below.

Click here to fill the **Common Application Form (CAF-II)**, which is required for all **Pre-Operational** clearances and pay the **Processing Fee** to the Department of Industries.

List of Pre-Operational clearances requiring only Common Application Form (CAF-II):
(Click on the pdf image to download the Common Application Form)

Sl. No.	Clearance Name	Application Filling Date	Department Received Date	Approval / Rejected Date	Status	File ID
1	Final approval from Electrical Inspector	26-JUN-2019	-	-	Yet to Apply	
2	Factory Registration/Licensing	26-JUN-2019	-	-	Yet to Apply	
3	Occupancy certificate from Fire Services Department	16-OCT-2019	-	-	Yet to Apply	
4	Boiler Erection Certificate (BEC1900144)	26-JUN-2019	-	-	Yet to Apply	
5	Boiler Erection Certificate (BEC1900145)	26-JUN-2019	-	-	Yet to Apply	
6	Boiler Registration (BRI1900144)	26-JUN-2019	-	-	Yet to Apply	
7	Boiler Registration (BRI1900145)	26-JUN-2019	-	-	Yet to Apply	
8	NOC and License for storage of Petroleum, Diesel, LPG and Naptha	26-JUN-2019	12-JUL-2019	11-OCT-2019	APPROVED	SDCSD042190008

List of Pre-Operational clearances requiring Department specific application along with Common Application Form (CAF-II):
(Click on the pdf image to download the department specific application form)

SDCSD042190008.pdf
105/105 KB

Show all

Pic – 22

d. Sample NOC

Subject : No Objection Certificate.

With reference to the application No. [redacted] dated:09.07.2019 submitted by the **Authorized Signatory M/s** [redacted] and in pursuance of rule 144 of the Petroleum Rules, 2002, there is no objection for granting license under petroleum Rules, 2002 to Shri/Smt./M/s, [redacted] address [redacted] [redacted] for storage of petroleum products in their premises at Survey No. [redacted] Gat No.../Khasra No..Plot No. [redacted] **Mandal** District [redacted] State **Andhra Pradesh** as shown in the site plan duly endorsed and enclosed herewith.

- (1) The following particulars have been considered while issuing this no objection certificate, that –
- (a) Possession of the site by the applicant is lawful and authorization from land owner or lease holder for developing premises under these rules for storage of petroleum products ;
 - (b) Interest of public, specially the facilities like schools, hospitals or proximity to places of public assembly and the mitigating measures, if any, Is provided;
 - (c) Traffic density and impact on traffic ;
 - (d) Conformity of proposal to the local or area development planning.
 - (e) Accessibility of the site to fire tenders in case of emergency and preparedness of fire fire services for combating the emergencies;
 - (f) Genuiness of purpose.
 - (g) Any other matter pertinent to public safety.

Note: The licensing authority shall accept the no objection certificate within a period of three years from the date of its issue for considering grant of license.”



[Handwritten Signature]
**Joint Collector
&
Additional District Magistrate,
Visakhapatnam.**