



Business Reform Action Plan 2016 Response by Government of Maharashtra

Area 2b: Online Single Window System

30: Ensure 'Factory building plan approval' (under the Factories Act, 1948) is provided as a service through the online single window system in a manner that allows online application, payments, tracking of status, approvals and issuance of the certificate(s)

Response: **Yes**

Remarks:

Factory building plan approval service has been integrated with the MAITRI Single Window. Investor can make online application, payment and track status of his application through the Single window portal.
The log in is <https://maitri.mahaonline.gov.in>

The end to end process through the single window is given in the screenshots below for the application of renewal under Factory building plan approval.

Supporting Documents:

1. Login through MAITRI – the single window portal for the State of Maharashtra

LOGIN SKIP TO NAVIGATION SKIP TO CONTENT A- A A+

MAITRI
Maharashtra Industry, Trade And Investment Facilitation Cell

MAKE IN INDIA आपले सरकार

Home About Us Policies and Acts Available Services List of Approvals Make in Maharashtra - Reforms News and Events Public Feedbacks GR Contact us

LOG IN

User Name

Password

Log in

[New Registration](#) [Forgot Password?](#)

Useful Link
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<https://maitri.mahaonline.gov.in/Registration/Registration>



Government Of Maharashtra

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2. User needs to log in to the MAITRI system and fill in the CAF forms and submit relevant documents and make the payment according to his investment bracket.

The screenshot shows the MAITRI registration page. At the top, there is the MAITRI logo and the text "Maharashtra Industry, Trade And Investment Facilitation Cell". To the right, there are logos for "MAKE IN INDIA" and "आपले सरकार" (Apale Sarkar). Below these is a navigation menu with links: Home, About Us, Policies and Acts, Available Services, List of Approvals, Make in Maharashtra - Reforms, News and Events, Public Feedbacks, and Contact us.

The main content area is titled "REGISTRATION" and contains the following fields and options:

- Full Name:** Shivani Naik
- Gender:** Male Female TransGender
- PAN Number:** AJEPN9362R
- Aadhaar Number:** [Empty field]
- Mobile No.:** 9870042121, with a "Send OTP" button.
- Enter OTP:** 437861
- User name:** shivaninaik, with a message "Username already exists!".
- Password:** [Masked field]
- Confirm new password:** [Masked field]
- Email-Id:** shivaninaik@

There is a green "Register" button. Below the registration fields, there is a CAPTCHA image with the text "DZULE" and a "Try another" link. Below the CAPTCHA, there is a text input field with the text "DZULE" entered.

The screenshot shows the MAITRI mobile app interface. On the left, there is a navigation menu with options: Dashboard, Forms, Applications (Step 1), and Application Status (Status). The main content area is titled "Upload Do" and shows a list of application details. A modal dialog box is displayed in the center, titled "Message!" with a green checkmark icon. The message text reads: "Your documents has been saved successfully. कृपया आवण पैमेंट कराते." (Your documents have been saved successfully. Please pay the fee). There is an "OK" button at the bottom of the modal. Below the modal, there is a "submit" button.



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3. After payment, a unique CAF id is generated and user can now access 19 services on the Services Provided section.
4. Factory Building Plan Approval is available as one of the 19 services to which the user can apply using the MAITRI single window

SR.NO.	APPLICATIONID	SERVICE NAME	APPLICATION STATUS	PAY STATUS	PAY DATE	REMARK	STATUS
1		Registration under Shops and Establishments Act					Not Applied
2		Permission for engaging contractor for labour					Not Applied
3		Factories license					Not Applied
4		Factory building plan approval (under the Factories Act, 1948)					Not Applied
5		Renewal under 'Shops and Establishments Act'					Not Applied
6		Renewal under 'Factories license'					Not Applied
7		Water connection (MIDC and non-MIDC)					Not Applied
8		Consent to Establish (SRO and RO level)					Not Applied
9		Consent to Operate (SRO and RO level)					Not Applied

5. Select the application for Factory Building Plan Approval (under the Factories Act, 1948). This will transfer the user to the link of Labour Management System (LMS) portal. The common fields are auto-populated by the information in Common Application Form (CAF) like address and details of the employer, the address and details of the establishment, etc. User has to fill in the rest of the fields.

Labour Department
Registration / Licence Management System

Shivani Naik

Factory Fee Calculator
Home
Shop and Establishment Registration
Steam Boiler
Principal Employer Registration
Contractor Licence
Building and Other Construction Registration
Factory Licence
PDF Download
Motor Establishment Registration
Beedi and Cigar License
Change Password

Form '1' And Questionnaire
नमुना क्र. १ व प्रश्नावली
(Prescribed under Rule 3 of Maharashtra Factories Rules, 1963)
(महाराष्ट्र कात्खाने नियम, १९६३ च्या नियम ३ अन्वये)
APPLICATION FOR PERMISSION TO CONSTRUCT NEW FACTORY TO EXTEND EXISTING FACTORY AND TO TAKE INTO USE AN EXISTING BUILDING AS A FACTORY
नवीन कारखाना बांधणे, विद्यमान कारखान्याचा विस्तार करणे व सध्याची इमारत कारखाना म्हणून उपेगीत आणणे बाकीत लागणाऱ्या परवानगीसाठी आवेदनपत्र

Applicant Details

Applicant's Name (Applicants calling) आवेदकाची अर्जाविका

Applicant's Address

आवेदकाचा पत्ता

Name of Building Name of Building (In Marathi) Street Street (In Marathi)

Landmark Landmark (In Marathi) Locality /Ward Locality /Ward (In Marathi)

State District Taluka Village

PinCode Mobile Number Email

Factory Details



Business Reform Action Plan 2016 Response by Government of Maharashtra

आपले सरकार Labour Department
Registration / Licence Management System

Shivani Naik

Factory Fee Calculator
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Change Password

Factory Details

Full Name Of Factory: World Trade
कारखान्याचे संपूर्ण नाव: वर्ल्ड ट्रेड

Address of the Factory
कारखान्याचा पत्ता

Name of Building: XYZ
Name of Building (In Marathi): कॅम्पज
Plot No./House No./Gata No: A-21
Gat No./Survey No: [Empty]

Block No./Ward No: 12
Building No: [Empty]
Street: ABC
Street (In Marathi): एबीसी

Landmark: ABC
Landmark (In Marathi): एबीसी
Locality / Ward: PQR
Locality / Ward (In Marathi): प्कर

State: MAHARASHTRA
District: Mumbai City
Taluka: Ward ABCD
Village: ABCD-400034
PinCode: 453256

Situation of the Factory
कारखान्याचे ठिकाण

Province / प्रांत / राज्य: MAHARASHTRA
District / जिल्हा: Mumbai City
Taluka / तालुका: Ward ABCD
Village / गाव / ग्राम किंवा छेडे: ABCD-400034

आपले सरकार Labour Department
Registration / Licence Management System

Shivani Naik

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PinCode: 453256

Situation of the Factory
कारखान्याचे ठिकाण

Province / प्रांत / राज्य: MAHARASHTRA
District / जिल्हा: Mumbai City
Taluka / तालुका: Ward ABCD
Village / गाव / ग्राम किंवा छेडे: ABCD-400034

Nearest Police Station or Steamer Ghat: ABCD
मजिदचे पोलीस स्टेशन किंवा बोट्या घाट: एबीसीडी

Particulars of the Plants to be installed: ABCD
इसकवावयाच्या संयंत्राचा तपशील: एबीसीडी

Checklist for approval of plans

- Print of form 1 duly signed by applicant & court fee stamp
- Drawing in duplicate
- List of raw materials
- List of finished products
- Flow process chart

Submit

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- After submission, a unique id is generated for the service application and user is required to fill in the different sub-sections of this application and submit the necessary documents as prompted by the site.

Labour Department
Registration / Licence Management System

Shivani Naik

Form 1 And Questionnaire
नमुना क्र. १ व प्रश्नावली
(Prescribed under Rule 3 of Maharashtra Factories Rules,1963)
(महाराष्ट्र काँट्राने नियम, १९६३ च्या नियम ३ अन्वये)
APPLICATION FOR PERMISSION TO CONSTRUCT NEW FACTORY TO EXTEND EXISTING FACTORY AND TO TAKE INTO USE AN EXISTING BUILDING AS A FACTORY
नवीन कारखाना बांधणे, विद्यमान कारखान्याचा विस्तार करणे व हटवारी इमारत कारखाने म्हणून उपचोळात आणणे याकरीता बांधणाऱ्या परवानगीसाठी आवेदनपत्र

Applicant Details

Applicant's Name (A) Shivani Naik

Applicant's Address

अवेदकाक पत्ता

Name of Building ABC एबीसी ABC एबीसी

Street (In Marathi) एबीसी

Landmark ABC एबीसी Locality /Ward ABC एबीसी

Locality /Ward (In Marathi) एबीसी

State MAHARASHTRA District Raigam Taluka Panvel Village kamothe

PinCode 410023 Mobile Number (ब्रह्मचर्यही नसावा) 8698309900 Email ई-मेल Industries@IND.com

Factory Details

Labour Department
Registration / Licence Management System

Shivani Naik

Status incomplete

Application ID : 100001091621 Applicant Name : Factory Name :

General Notes

General

Roof

Walls

Floor

Doors

Emergency Exits

Latrines and Urinals

Wash Places

Factory Act

Cloak Room

Canteen

Shelters, Rest Rooms and Lunch Rooms

Creches

Ambulance Room

Layout of Machinery



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आपले सरकार
 Labour Department
Registration / Licence Management System

Shivani Naik

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- PDF Download
- Motor Establishment Registration
- Beedi and Cigar License
- Change Password

Floor	Doors	Emergency Exits	Latrines and Urinals

I, Mr./Mrs./Ms. Shivani Naik () age 216 hereby declare that the information provided above is true and correct to the best of my personal information and belief. I fully understand the consequence of giving false information. If the information as given above is found to be false, I shall be liable to prosecution and punishment under section 199 and 200 of IPC 1960 and/or any other law applicable thereto.

I Agree

Submit

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General Notes

आपले सरकार
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General Notes

Form No.1

ABC

A flow-chart of the manufacturing to be carried out in the proposed factory supplemented by a brief description of the processes in its various stages.

ABC

A list of raw materials proposed to be used alongwith a list of finished products.

ABC

Plans in duplicate, drawn to scale, showing- The site of the factory and immediate surroundings including adjacent building and other structures, roads, drains etc.

Yes No

The plans, elevation, views and cross-sections of various building, indicating all the relevant details relating to natural lighting, ventilation and means of escape in case fire or in emergencies.

Yes No

The plan, showing clearly the position of various plants, aisles, machineries etc., indicating the distances between the adjacent machines and the adjacent walls or pillar etc., the passage ways through the working room shall also be shown clearly on plans.

Yes No

All the department and sections should be clearly mentioned on plans and the number of workers likely to work in such department and/or sections should also be mentioned on plans.

500

Such other particulars as the Chief Inspector may require.



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Yes No

The plans,elevation,views and cross-sections of various building,indicating all the relevant details relating to natural lighting, ventilation and means of escape in case fire or in emergencies.

Yes No

The plan, showing clearly the position of various plants,aisles,machineries etc., indicating the distances between the adjacent machines and the adjacent walls or pillar etc., the passage ways through the working room shall also be shown clearly on plans.

Yes No

All the department and sections should be clearly mentioned on plans and the number of workers likely to work in such department and/or sections should also be mentioned on plans.

500

Such other particulars as the Chief Inspector may require.

ABC

Notes:

- For additions and alterations to the existing factories the proposed changes should be shown in the following distinctive colours:
 - Proposed work in Pink Colour, and
 - Proposed demolition in Yellow Colour
- All the drawings should be suitably dimensioned This office cannot undertake their scaling
- The site or Block plans must be drawn to a minimum scale of 1:500 Scale for building plans and cross section must be drawn to a minimum scale 1:100

Wherever the word 'section' appears the relevant section under the factories Act, 1948 is meant; similarly wherever the word 'rule' appears the relevant rule under the Maharashtra Factories Rules, 1963 is meant

Submit Cancel

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आपले सरकार Labour Department
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General Notes

Form No.1
ABC

A flow-chart of the manufacturing to be carried out in the proposed factory supplemented by a brief description of the processes in its various stages.
ABC

A list of raw materials
ABC

Plans in duplicate
 Yes No

The plans,elevation,views and cross-sections of various building,indicating all the relevant details relating to natural lighting, ventilation and means of escape in case fire or in emergencies.

Yes No

The plan, showing clearly the position of various plants,aisles,machineries etc., indicating the distances between the adjacent machines and the adjacent walls or pillar etc., the passage ways through the working room shall also be shown clearly on plans.

Yes No

All the department and sections should be clearly mentioned on plans and the number of workers likely to work in such department and/or sections should also be mentioned on plans.

123

Such other particulars as the Chief Inspector may require.

ABC

Information
Your Application Is Saved Successfully.
OK



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General

आपले सरकार

Labour Department

Registration / Licence Management System

Shivani Neik

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General :

Have the site and plans of your factory building/extension been approved by the Municipality or the local health authorities? If so, please send a copy of the approval letter. /

Yes No

Are the necessary drawings as mentioned in the General Note submitted in duplicate with the principal dimensions shown in the drawings? (Drawings should be self-explanatory.) /

Yes No

Is Statistical Form attached, submitted, duly filled in for all work-rooms, godowns, offices etc., which are proposed to be constructed or extended?

Yes No

What will be the total maximum number of workers employed per day (including all shifts) in the entire factory?

Male

Female

Are all work-rooms not more than 18 metres wide with windows on both the outer (longer) walls?

Yes No

Note :- If not, provision of efficient forced draught ventilation will be insisted upon in respect of any such work-room and details of this, viz., capacity of the forced draught fans, resultant air changes per hour, proposed to be obtained should be furnished.

What will be maximum number of workers working in the entire factory at any one time?

Male

Female

Are there any hot processes or those giving off fumes and / or dust proposed to be carried out? If so, please indicate how the nuisance is proposed to be eliminated or minimised?

Yes No

आपले सरकार

Labour Department

Registration / Licence Management System

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Yes No

Has the work commenced ? Yes No

What will be maximum number of workers working in the entire factory at any one time?

Male

Female

Are there any hot processes or those giving off fumes and / or dust proposed to be carried out? If so, please indicate how the nuisance is proposed to be eliminated or minimised?

Yes No

Is Statistical Form attached, submitted, duly filled in for all work-rooms, godowns, offices etc., which are proposed to be constructed or extended?

Yes No

What will be the total maximum number of workers employed per day (including all shifts) in the entire factory?

Male

Female

Are all work-rooms not more than 18 metres wide with windows on both the outer (longer) walls?

Yes No

Note :- If not, provision of efficient forced draught ventilation will be insisted upon in respect of any such work-room and details of this, viz., capacity of the forced draught fans, resultant air changes per hour, proposed to be obtained should be furnished.

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The screenshot shows the 'Roof' registration page. A modal window titled 'Information' is displayed in the center, containing the text 'Your Application Is Saved Successfully.' and an 'OK' button. The background page includes a sidebar with navigation options like 'Factory Fee Calculator', 'Home', 'Shop and Establishment Registration', etc. The main content area has a form with fields for 'Type of roof' (containing 'ABC') and 'Material to be used for roof covering'. A footer contains 'Disclaimer and Policies' and 'Powered by Mahaonline'.

Roof:

This screenshot shows the 'Roof' registration form. The 'Type of roof' field contains 'ABC'. The 'Material to be used for roof covering' field also contains 'ABC'. Below the form, there are 'Save Details' and 'Cancel' buttons. The page layout is consistent with the previous screenshot, including the sidebar and footer.



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The screenshot shows the 'Roof' form in the Labour Department's system. The form includes fields for 'Type of roof' (containing 'ABC') and 'Material to be used for roof covering'. A modal window is open in the center, displaying the message 'Information: Your Application Is Saved Successfully.' with an 'OK' button. The left sidebar contains navigation options like 'Factory Fee Calculator', 'Home', 'Shop and Establishment Registration', etc. The footer includes 'Disclaimer and Policies' and 'Powered by Mahaonline'.

Walls:

The screenshot shows the 'Walls' form in the Labour Department's system. The form asks 'What will be the material used for the construction of the walls?' with 'POP' entered in the text box. Below, it asks 'Will the walls be plastered smooth inside?' with radio buttons for 'Yes' (selected) and 'No'. A note states: 'C G I and A C sheets are not acceptable as wall material, either in cladding or louvre forms unless they are at such heights from any working levels as approved by Chief Inspector of Factories'. At the bottom, there are 'Save Details' and 'Cancel' buttons. The left sidebar and footer are identical to the previous screenshot.



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Factory Fee Calculator

Home

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Steam Boiler

Principal Employer Registration

Contractor Licence

Building and Other Construction Registration

Factory Licence

PDF Download

Motor Establishment Registration

Beedi and Cigar License

Change Password

Disclaimer and Policies

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Walls

What will be the material used for the construction of the walls ?

POP

Will the walls be plastered smooth inside ? Yes No

C.G.I. and A.C sheet are not acceptable as wall material, either in cladding or pure forms unless they are at such heights from any working levels as approved by Chief Inspector of Factories.

Information

Your Application Is Saved Successfully.

OK

Labour Department
Registration / Licence Management System

Shivani Naik

Factory Fee Calculator

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Motor Establishment Registration

Beedi and Cigar License

Change Password

Application ID : 100001091621 Applicant Name : Factory Name :

<input checked="" type="checkbox"/> General Notes	<input checked="" type="checkbox"/> General	<input checked="" type="checkbox"/> Roof	<input checked="" type="checkbox"/> Walls
<input checked="" type="checkbox"/> Floor	<input checked="" type="checkbox"/> Doors	<input checked="" type="checkbox"/> Emergency Exits	<input checked="" type="checkbox"/> Latrines and Urinals
<input checked="" type="checkbox"/> Wash Places	<input checked="" type="checkbox"/> Factory Act	<input checked="" type="checkbox"/> Cloak Room	<input checked="" type="checkbox"/> Canteen
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	



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Shrivani Naik

Factory Fee Calculator

Home

Shop and Establishment Registration

Steam Boiler

Principal Employer Registration

Contractor Licence

Building and Other Construction Registration

Factory Licence

PDF Download

Motor Establishment Registration

Beedi and Cigar License

Change Password

Shelters, Rest Rooms and Lunch Rooms

Creches

Ambulance Room

Layout of Machinery

Statistical Form

Appendix

I, Mr./Mrs./Ms. Shrivani Naik () age 216 hereby declare that the information provided above is true and correct to the best of my personal information and belief. I fully understand the consequence of giving false information. If the information as given above is found to be false, I shall be liable to prosecution and punishment under section 199 and 200 of IPC 1960 and/or any other law applicable thereto.

I Agree

Submit

7. After the final submission, the user can track the application on the Department website and he can also track it on MAITRI.

Labour Department Dashboard

HARSHWARDHAN PATIL

Factory Fee Calculator

Home

Shop and Establishment Registration

Steam Boiler

Principal Employer Registration

Contractor Licence

Building and Other Construction Registration

Factory Licence

PDF Download

Motor Establishment Registration

Beedi and Cigar License

Change Password

Advance Search

Department: FACTORY

Services: Plan Approval

Application ID: []

Search

Sr.No.	ApplicationID	Licence No.	Factory Name	Expire Date	Service Name	Maximum Days For Issuing Certificate	Payment Date	Expected Service Delivery Date	Actual Service Delivery Date	Status	Action
1	10000111521	Not Generated	Mansonline	NA	Plan Approval	45	22/05/2015	15/05/2015		Under Scrutiny	Download Form Questionnaire Form Payment Receipt

Total Records: 1 Page: 1 of 1

First Previous Next Last 10



Government Of Maharashtra

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MAITRI Dashboard

MAITRI

Hi, jadmin

- Dashboard
- Change Password
- Forms
 - CAF **Step 1**
 - Services Provided **Status**

SR.NO.	APPLICATIONID	SERVICE NAME	APPLICATION STATUS	PAY STATUS	PAY DATE	REMARK	STATUS
1	100001511600	Consent to establish (under Water Act & Air Act)	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
2	100001511400	Consent to operate (under Water Act & Air Act)	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
3	10000151101	Authorization under Hazardous Waste Rule	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
4	10000151102	Incentives under Industrial Policy	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
5	10000151103	Registration under Shops and Establishments Act	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
6	10000151104	Permission for engaging contractor for labour	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
7	100001511602	Factories license	Application Approved	Payment Done	30-06-2016 15:00:55		Applied
8	10000151105	Factory building plan approval	Application Approved	Payment Done	30-06-2016 15:00:55		Applied



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8. Sample certificate for Factory Building Plan Approval

महाराष्ट्र शासन औद्योगिक सुरक्षा व आरोग्य संचालनालय	
Additional Director, Industrial Safety & Health, 6th Floor, Udyog Bhava, Sivil Line, Nagpur-440001	
Ref No: 230500000010125 दिनांक : २२/०६/२०१६	
प्रति भोगवटादार / व्यवस्थापक, SHREE HEERA SWEETS, SHREE HEERA SWEETS, 19, KH NO 155/6, WARD NO. 57, KAMPTEE ROAD, NARI INDUSTRIAL AREA, NARI INDUSTRIAL AREA, 505-440026	
विषय : कारखाने अधिनियम, १९४८ खाली कारखाने नकाशे मंजुरीबाबत, इमारत त्याची बांधणी / कारखान्याची पुनर्रचना किंवा वाढीव बांधकाम.	
संदर्भ : आपले पत्र क्र. १००००३८९१६२१	दिनांक : २०/०६/२०१६
उपरोक्त विषयाच्या संदर्भात नकाशाच्या दोन प्रतीपैकी एक प्रत मंजूर करून खालील अटीनुसार देण्यात येत आहे.	
अटी	
<ol style="list-style-type: none">1 The provisions of Rule 73(Z)(A) of Maharashtra Factories Rules, 1963 shall be complied with in respect of thermic fluid heater2 Fire fighting arrangement shall be provided in accordance with provisions of Rule 71-B of Maharashtra Factories Rules, 19633 Structural Stability Certificate shall be obtained in form No.1-A as per Rule 3-A of Maharashtra Factories Rules, 19634 No objection certificate shall be obtained from local authority5 Mezzanine floor shall not be used as a workplace6 Efficient ducting system shall be provided to removed off all fumes/vapours from workplace.	
आपला विश्वास आपला विश्वासू अतिरिक्त संचालक औद्योगिक सुरक्षा व आरोग्य, नागपूर	
सहपत्र -	
Digitally Signed By Srinash Lahanu Chaudhary (Directorate Of Industrial Safety And Health) Date : 22-Jun-2016 11:47:21 IST	