**HIMACHAL PRADESH LICENSING BOARD**

**APPLICATION FORM FOR RENEWAL OF ELECTRICAL CONTRACTOR LICENSE “CLASS-B”**

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| --- | --- | --- | --- |
| 1. | Name of Contractor/Firm: (in Block Letters)  |  | Affix self attested copy of recent photograph |
| 2, | Address of Applicant/Firm:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 3 | Particulars of License: | Class: |
| License No: |
| Date of Expiry of License: |
| 4. | Details of fee ( Attach copy of challan)  | Name of Treasury: |
| Amount: |
| Challan No.:  | Date: |
| 5. | Name of staff | Whether self or employed | Date of Birth. | ES. / WM. No. | Period of validity. (Enclose copy). |
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| 6. | Whether any changes made in staff ? Give details: |  |

Dated…………………………………… Signature of the applicant:- ……………...……… NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MOBILE NO.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Verification of instruments for the year......................................................................Name of the Contractor.................................................................................................Class of Contractor........................................................................................................License No: ...............................................................................................................

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| Sr.**No** | **Name of Instruments** | Make | Sr. **No. of Instruments** | **In working order/Defective** | Original**Cash Book No. and date** | Copy of test certificates |
| (A) | I.S.I. Approved Earth Tester 0­100 ohm, with accessories i.e. Earth Kit, 15 Volts |  |  |  |  |  |
|  | I.S.I. Approved Insulation Tester/ Megger of 0-100 Mega Ohms, 500 Volts. |  |  |  |  |  |
| **3** | .S.I. Approved InsulationTester/ Megger of 0-200 Mega Ohms1000 Volts. |  |  |  |  |  |
| 4 | Ampere Meter 0-100 Ampere Range and Volt meter 0-500 Volts or Tong Tester of similar/above ranges |  |  |  |  |  |
| 5 | One line Tester. |  |  |  |  |  |
| 6 | First Aid Box ( Cash Memo No.) |  |  |  |  |  |
| (B)1. | **Name of Books:**I.S.:732-1963 Code ofPractice for electrical wiringinstallation(System Voltage not exceeding 650 Volts) |  |  |  |  |  |
| 2 | I.S.:3043-1987 Code ofpractice for earthing. |  |  |  |  |  |
| 3 | I.S.5216-1969 Guide for safety procedures in Electricity Works. |  |  |  |  |  |
| 4 | Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulation, 2010 |  |  |  |  |  |

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|  Signature of contractor  | Checked by................... (Not below the rank of Assistant Electrical Inspector | Countersigned by Chairman / Secretary Licensing Board  |

  **STAFF REGISTER AS MAINTAINED BY THE ELECTRICAL CONTRACTORS FOR THE YEAR\_\_\_\_\_\_\_\_\_\_** **Name of Contractor :-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_Licence No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

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| **Sr. No** | **Name of Supervisor, Address & Mobile Number** | Whether self or employed | Supervisor Competency Certificate No. | Date of Expiry | Signature of Supervisor | Signature of the Contractor |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sr. No** | **Name of Wireman, full address and Mobile Number** | Whether self or employed | Wireman Permit No. | Date of Expiry | Signature of Wireman | Signature of the Contractor |
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 Detail of works carried out during the previous renewal (Mention Period):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name of the Contractor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class of Contractor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

License No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| SR. No. | Name of work | Supply voltage |
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 Signature of Contractor

 (Name & Address)

 **Annexure-C
Form of Declaration**

**(For Renewal of License)
(For the Staff Employed)**

 I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Electrical Supervisor/Wireman Permit No. ES/WM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Full Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is presently working as a regular employee under\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License No. \_\_\_\_\_\_\_\_\_ full address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2 That in the event of leaving the services of the written consent given to above person, I undertake to inform to Electrical Contractor with the copy to the Chief Electrical Inspector to Government of Himachal Pradesh. In case of default, I shall be responsible for consequences and of Government action.

 3 I also hereby affirm that I shall abide by the provisions of the Electricity Act and Regulations as well as of the State Licensing Board Himachal Pradesh Rules and with all circulars/instructions which are issued by the State Licensing Board and the Electrical Inspectorate in all respects.

Place:

Date:

Mobile No.

Name and Signature of Supervisor / Wireman.

 **CONDITIONS**

**Read conditions carefully before submitting the application form for renewal:**

1. **Instruments to be got checked /tested in office of Chief Electrical Inspector, Shimla (HP).**
2. **All the books / library required at the time of grant of license to be checked / verified at the time of renewal.**
3. **Copy of GST number be produced at the time of renewal.**
4. **List of works carried out during the previous period of grant/renewal be attached. If works belong to Govt./Semi-Govt/other Government organizations, copy of work awards be enclosed.**
5. **Fresh undertakings in respect of the staff employed to enclosed.**
6. **All the photo copies of the documents enclosed must be self attested or original shown in this office.**
7. **He / She shall have to undertake to employ manpower amongst the bonafide resident of Himachal Pradesh as per the policy prescribed by the Government of Himachal Pradesh in the projects/works awarded in his favour or in his possession.**
8. **He / She has to maintained register in respect of the staff employed and shown in this office of Chief Electrical Inspector during renewal of license.**
9. **Application form should be submitted atleast one month before the date of its expiry to ensure the timely renewal.**
10. **One self addressed envelops of size 25x12 cms. duly stamped for Rs. 37/- be**

 **enclosed with the application form.**

 Chairman Licensing Board

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