



Tamil Nadu e-
District Application
Training Manual
**MSB Fire License Registration
and Renewal (DFR-401)**
Directorate of Fire & Rescue



राष्ट्रीय इ-गवर्नेस योजना
National e-Governance Plan

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E-DISTRICT TAMIL NADU USER MANUAL

(Government of Tamil Nadu)

1. Project Overview

Districts are the de facto front-end of government where most Government-to-Consumer or G2C interaction takes place.

The e-District project was conceptualized to improve this experience by creating an automated workflow system for the district administration and help in providing the citizen efficient department services through Common Service Centers (CSCs), the primary front end channels envisaged under the National e-Governance Plan by Department of Information Technology (DIT), Ministry of Communication and Information Technology (MCIT), Government of India.

2. General Information

Let's Start!!

2.1. Tools Required

You will be provided with the following basic infrastructure:

- Computer (CPU, Monitor, Keyboard & Mouse)
- Network Connection (as per requirement)
- Peripherals (as per requirement)
- Browser (Google chrome, Version 37)
- Uninterrupted Power Supply (UPS)

2.2. Starting your Computer

Steps

1. Ensure all cables are connected between the computer, network connection, peripherals & UPS
2. Plug the UPS to the electrical socket
3. Switch 'ON' the electrical socket
4. Switch 'ON' the UPS
5. Press the  (power button) on the computer
6. Allow the system to boot up.



1. Switch 'ON' the UPS only after you have switched 'ON' the power socket
2. Switch 'ON' the computer only after you have switched "ON" the UPS
3. Switch 'OFF' the power socket in there is an electrical spark in the socket

	4. Do not start the computer in case the UPS is not fully charged 5. Do not start the computer in case any of the wires are in contact with water sources / moisture
	6. In case you are not sure whether the computer is connected in the right way – please contact the system engineer

3. Purpose

This document is an integral part of e-District application user manuals. The objective of this document is to provide step-by-step assistance to the user on how to apply for MSB Fire License Registration and Renewal under Directorate of Fire & Rescue through the e-District Portal.

4. Scope

The scope of this document is to cover the 'MSB Fire License Registration and Renewal' service offered under the **Directorate of Fire & Rescue**.

5. Getting Started

Following points and guidelines may be referred while accessing the e-Sevai/e-District application:

- User must have valid username and password
- Make relevant and correct entries only
- Recheck the entries before clicking on Submit button
- Mandatory fields cannot be left blank
- Mandatory/Optional documents should be attached as per requirement
- Do not make false entries

6. Services Offered under Directorate of Fire & Rescue

Following services are offered under the Directorate of Fire & Rescue:

1. DFR-101: NOC for MSB Compliance
2. DFR-102: NOC for MSB Planning Permission
3. DFR-103: NOC for Non - MSB Planning Permission
4. DFR-401: MSB Fire License Registration and Renewal
5. DFR-402: Non - MSB Fire License Registration and Renewal

7. MSB Fire License Registration and Renewal

7.1. Applying for MSB Fire License Registration and Renewal

Following steps describe how to apply for MSB Fire License Registration and Renewal under Directorate of Fire & Rescue through the e-District Portal:

STEP 1: Go to the e-Sevai (Government of Tamil Nadu) Web Portal.

STEP 2: Enter the login credentials.

Make sure 'Operator' is selected in the **Operator Type** field.

STEP 3: Enter Captcha code.

STEP 4: Click on Login.



The screenshot shows the TNeGA Government of Tamil Nadu e-Sevai portal. The header includes the TNeGA logo and the Government of Tamil Nadu emblem. The navigation menu includes Home, About e-Sevai, Government Orders, e-Sevai, Contact Us, and Help. The main content area is divided into four sections: TNeGA (with a map of Tamil Nadu), Important Links (Government Orders, Tenders, Documents, Job Opportunities, Maps), Latest News (Locate your near by e-Sevai, List of Services Offered in e-Sevai Centres, List of Services offered through Institution), and Sign In. The Sign In section contains a Username field (tnelcchn010-01), a Password field (masked), an Operator Type dropdown menu, a Captcha field (ZNRJ2), and Login and Reset buttons. A 'Forgot Password?' link is also present. Callout boxes indicate: 'Enter Login ID and Password' pointing to the Username and Password fields, 'Enter Captcha' pointing to the Captcha field, and 'Click on Login' pointing to the Login button.

e-Sevai Dashboard will appear.

STEP 5: Click on **Services** on the left panel.

The screenshot shows the TNeGA dashboard with the following elements:

- Header: TNeGA logo, Government of Tamil Nadu, e-Sevai logo, and the text "இணைய சேவை இனிய சேவை".
- User: OPERATOR 1
- Dashboard Summary: Five green boxes showing counts for Today (1), Current Week (1), Current Month (6), Last Week (1), and Last Month (17).
- Left Menu: DASHBOARD, REPORTS, WALLET RECHARGE, SERVICES, WALLET RECHARGE RECEIPT REPRINT, ANNA UNIVERSITY-GENRATE RECEIPT.
- Callout: A speech bubble pointing to the "SERVICES" menu item with the text "Click on Services".

Department Wise service listing will appear.

STEP 6: Click on Directorate of Fire & Rescue.

You can also switch to the **Service Wise** listing, or switch to **Search** and search a particular service using keywords.

The screenshot shows the TNeGA Services page with the following elements:

- Header: TNeGA logo, Government of Tamil Nadu, e-Sevai logo, and the text "இணைய சேவை இனிய சேவை".
- User: OPERATOR 1
- Section: Services
- Left Menu: DASHBOARD, REPORTS, WALLET RECHARGE, SERVICES, WALLET RECHARGE RECEIPT REPRINT, ANNA UNIVERSITY-GENRATE RECEIPT.
- Service Selection: Three tabs: DEPARTMENT WISE, SERVICE WISE, and SEARCH. Under DEPARTMENT WISE, a list of departments is shown, with "Directorate of Fire & Rescue" highlighted. A speech bubble points to it with the text "Click on the Department Name".
- Details Panel:

Name:	Operator 1
Center:	COC Zone 13 Divn 182 Thiruvanniyur
Center Code:	ELCCHN010
Counter:	1
Wallet Type:	Prepaid
Wallet Amount:	5955.00
Share:	0.00

STEP 7: Click on **MSB Fire License Registration and Renewal**.



TNeGA **Government of Tamil Nadu** **e-Sevai**
 இணைய சேவை இனிய சேவை

OPERATOR

Services

DEPARTMENT WISE: Directorate of Fire & Rescue

SERVICE WISE: 10 records per page

SEARCH: []

- DFR-101 NOC for MSB Compliance
- DFR-102 NOC for MSB Planning Permission
- DFR-103 NOC for Non - MSB Planning Permission
- DFR-401 MSB Fire License Registration and Renewal
- DFR-402 Non - MSB Fire License Registration and

Showing 1 to 5 of 5 entries

Back

Name: Operator
 Center: COC Zone 13
 Divn 179
 Velachery
 Center Code: ELCCHN009
 Counter: 1
 Wallet Type: Prepaid
 Wallet Amount: 17189.60
 Share: 0.00

You will be redirected to the service page on the Tamil Nadu e-District Web Portal.

STEP 8: Fill up the registration form. Fields marked with **red** asterisk are mandatory while the fields marked with **green** asterisk are optional mandatory.

Fire license for MSB: Specify license type (New/Renewal).



DFR-401 MSB Fire License Registration and Renewal

Fire licence for MSB

License type * New fire licence for MSB Renewal fire licence for MSB

Note: The following fields should be filled in case of **New** License.

Building and address details: Enter building and address details.

Contact details: Enter contact details.

Building and address details

Applicant name *	<input type="text" value="Shrikanth Menon"/>	Building name *	<input type="text" value="Keshar Baug"/>
State	<input type="text" value="TAMIL NADU"/>	District *	<input type="text" value="Ariyalur / அரியலூர்"/>
Taluk *	<input type="text" value="Udayarpalayam / உடையார்பாளையம்"/>	Revenue village *	<input type="text" value="Anaikudam / அனைக்குடி"/>
Door / Flat no. (Provide all the door no's separated by comma) *	<input type="text" value="12/5"/>	Pincode *	<input type="text" value="612902"/>
Street no. / name *	<input type="text" value="Whannels Road"/>		

Contact details

Phone / Landline no. with STD code	<input type="text"/>	Mobile number	<input type="text"/>
Email Id *	<input type="text" value="shrikanthmenon@gmail.com"/>		

Number of floors with floor area: Enter floor and floor area details.

Staircase details: Enter staircase details.

Number of floors with floor area

Plot area (Area in Sq.m) *	<input type="text" value="54300"/>	Basement (Area in Sq.m) *	<input type="text" value="55000"/>
Ground floor (Area in Sq.m) *	<input type="text" value="54300"/>	Mezzanine (Area in Sq.m) *	<input type="text" value="10000"/>
Total number of floors *	<input type="text" value="1"/>		
Floor No-1st (Area in Sq.m) *	<input type="text" value="54300"/>		
Total floor area (in Sq.m)	<input type="text" value="173600.00"/>	Height of the building (in meters) *	<input type="text" value="550"/>
Entrance (Width in meters) *	<input type="text" value="30"/>	Approach road (Width in meters) *	<input type="text" value="2"/>

Staircase details

Number of staircase *	<input type="text" value="1"/>
Width of 1st staircase(in meter) *	<input type="text" value="2"/>

No. of lifts and capacity of each, availability of service staircase, service lift etc. should be mentioned: Enter requires details.

Canteen details: Enter canteen details.

Fire resistance of construction materials: Enter fire resistance of construction materials details.

No. of lifts and capacity of each, availability of service staircase, service lift etc. should be mentioned

Number of lifts *

1st lift capacity (in Persons) *

Canteen details

Nature of occupancy *

Total no. of canteens *

Canteen locality *

LPG cylinders counts *

Floors (Provide list of canteen existing floors separated by comma) *

Total occupancy (No. of persons) *

Parking areas (In Sq.m) *

Sprinklers * Yes No

Exposure hazard * Yes No

Fire resistance of construction materials

Fire resistance of construction materials *

Self-closing fire/smoke check doors * To be provided Provided

No. of doors *

1st door *

Fire resistance of door *

Partitions * To be provided Provided

False ceiling * To be provided Provided

Type of material *

Insulation for air-conditioning ducts * To be provided Provided

Lining for air-conditioning ducts * To be provided Provided

Paneling * To be provided Provided

Surface finishes * To be provided Provided

Enclosures for panels for electrical switches, shafts etc., and access doors to such enclosures * To be provided Provided

Compartmentation details: Enter compartmentation details.

Means of entry: Enter details for means of entry.

Means of escape: Enter details for means of escape.

Compartmentation detailsCompartmentation * To be provided Provided Ventilation * Natural Ventilation Mechanical VentilationNo. of partition * 1st size of partition (in Sq.m) * **Means of entry**Number of entries * 1st entry width (in Meter) * **Means of escape**Number of staircase * 1st staircase width (in Meter) * Electric installations * To be provided ProvidedType of installation * Alternate lighting arrangements * To be provided ProvidedBackup timing(In hours) * Rooms air-conditioners * To be provided ProvidedType of air conditioner * **Fire protection:** Enter fire protection details.**Fire pumps details:** Enter pump details.

Fire protection

Drainage *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Lighting protections *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided
Down coner system with hose reel *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Wetriser coner system with hose reel *	<input checked="" type="radio"/> To be provided <input type="radio"/> Provided
Yard hydrant system *	<input checked="" type="radio"/> To be provided <input type="radio"/> Provided	Portable fire extinguishers *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided
No. of fire extinguishers *	<input type="text" value="1"/>	Type *	<input type="text" value="CO2"/>
Capacity(In Kg) *	<input type="text" value="4"/>		
Fire service inlet *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Automatic sprinklers system *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided
Smoke exhauster *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Water curtains *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided
Alarm system *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided		
Type of alarm system *	<input type="text" value="Automatic Smoke/Heat Detect"/>	Water supply *	<input type="text" value="Water Mains"/>

Fire pumps details

No. of main electrical pump *	<input type="text" value="1"/>	Capacity of main electrical pump (In LPM) *	<input type="text" value="50"/>
No. of diesel driven pump *	<input type="text" value="1"/>	Capacity of diesel driven pump (In LPM) *	<input type="text" value="70"/>
No. of jockey pump *	<input type="text" value="1"/>	Capacity of jockey pump (In LPM) *	<input type="text" value="50"/>
Total number of pumps *	<input type="text" value="4"/>	No. of terrace pump *	<input type="text" value="1"/>
Capacity of terrace pump(In LPM) *	<input type="text" value="300"/>	Fire lift with separate generator *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided
Storage or diesel(In Litre)/oil(In Litre)/LPG(In Kg) *	<input type="text" value="500 Litre"/>		

Communication system: Enter communication details.

Details of generator: Enter details of generator.

Extent of site and set back around the building on all four directions (to be specified separately): Enter required details.

Communication system

Communication system *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Mode of communication *	<input checked="" type="radio"/> Wired <input type="radio"/> Wireless
Public address system *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Inter-communication system *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided
Illuminated signs *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Maintenance of fire protection installation equipments *	<input checked="" type="radio"/> To be provided <input type="radio"/> Provided
Fire fighting training to staff *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Details of licenses *	Applied ▼

Details of generator

Have you provided generator? *	<input type="radio"/> To be provided <input checked="" type="radio"/> Provided	Quantity of diesel, furnace oil stored(In Litre) *	<input type="text" value="2500"/>
H.P / K.V of generator *	<input type="text" value="500"/>	Whether proper licence obtained for such storage *	<input checked="" type="radio"/> Yes <input type="radio"/> No

Extent of site and set back around the building on all four directions (to be specified separately)

North(In metres) *	<input type="text" value="2"/>	South(In metres) *	<input type="text" value="3"/>
East(In metres) *	<input type="text" value="2"/>	West(In metres) *	<input type="text" value="3"/>

Fire lift details: Enter fire lift details

Details of present inspections to comply table 23 in part IV of NBC of India 2005: Enter required details.

Fire lift details

Alternate power supply for fire lift * Feeder line Generator No. of fire lifts available *

Location of 1st fire lift *

Whether alternative power supply is available for fire lifts, emergency lights and pumps of wetriser (their rated capacity) * Yes No

Whether fire safety officer is available round the clock and if so, whether his subordinates are trained by the local fire services * Yes No

Whether fire drill has been conducted and joint evacuation drill has been conducted by the security officer and the local fire service officer * Yes No

Details of present inspections to comply table 23 in part IV of NBC of India 2005

Water supply details

Water supply * Capacity of tank (in Litre) *

Fire buckets with stand * To be provided Provided

Number of fire buckets *

Callouts:

- Click on Submit (pointing to Submit button)
- Fill up the form (pointing to the form fields)

STEP 9: Click on **Submit**.

Next screen will show options for document delivery.

STEP 10: Specify whether the applicant wants to attach soft copies of required documents or wants to deliver documents physically (manually at the center).

 **Government of Tamil Nadu e-District**

Home | Saved Application | Submitted Application | Check Status | Collection Amount | Reprint Receipt

Revenue Department ▲

Directorate of Boilers ▲

Directorate of Fire and Rescue Service ▼

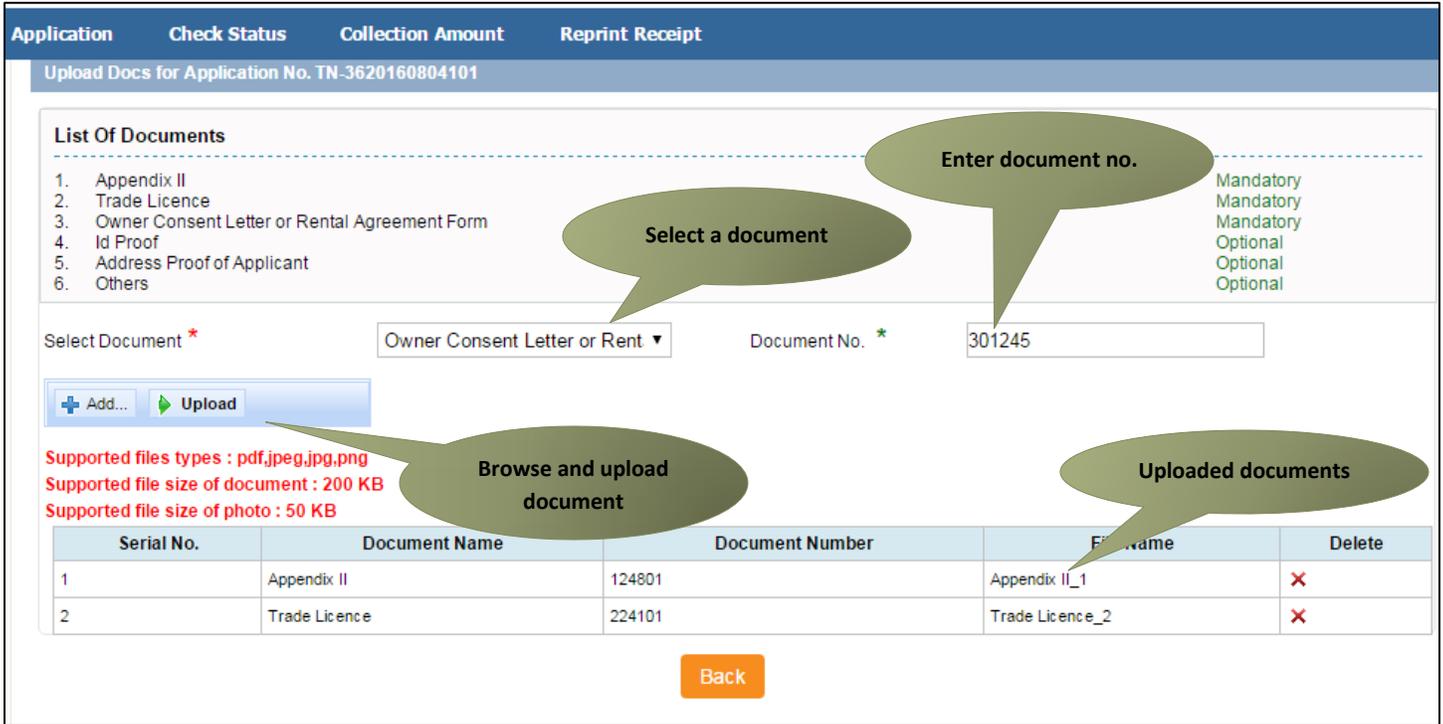
Upload Docs for Application No. TN-3620160804101

Document Mode of Delivery Attachment Physical

Callout: Specify the mode of document delivery (pointing to the radio buttons)

STEP 11: If the applicant opts for attachment, list of required documents will be shown. Attach the documents in prescribed file size and file type. Uploaded documents will be shown at the bottom.

Please note that the 'Upload' button will appear once you browse and add a document.



Application **Check Status** **Collection Amount** **Reprint Receipt**

Upload Docs for Application No. TN-3620160804101

List Of Documents

1. Appendix II	Mandatory
2. Trade Licence	Mandatory
3. Owner Consent Letter or Rental Agreement Form	Mandatory
4. Id Proof	Optional
5. Address Proof of Applicant	Optional
6. Others	Optional

Select Document * Owner Consent Letter or Rent Document No. * 301245

Supported files types : pdf,jpeg,jpg,png
Supported file size of document : 200 KB
Supported file size of photo : 50 KB

Serial No.	Document Name	Document Number	File Name	Delete
1	Appendix II	124801	Appendix II_1	✗
2	Trade Licence	224101	Trade Licence_2	✗

Back

STEP 12: After uploading the documents, click on 'Make Payment'.

Serial No.	Document Name	Document Number	File Name	Delete
1	Appendix II	124801	Appendix II_1	✗
2	Trade Licence	224101	Trade Licence_2	✗
3	Owner Consent Letter or Rental Agreement Form	301245	Owner Consent Letter or Rental Agreement Form_3	✗

Make Payment **Back**

Payments page will appear. Total Fees for the service will be shown.

STEP 13: Click on 'Confirm Payment'.

Application	Check Status	Collection Amount	Reprint Receipt
Confirm			
Application Number	TN-3620160804101		
Applicant Name	Shrikanth Menon		
Date of Application	04-Aug-2016		
Service Name	MSB Fire License Registration and Renewal		
Service Charge	2.00		
Total	2.00		

Click to confirm payment

Confirm payment

Acknowledgement receipt will be shown.

STEP 14: Click on **Print Receipt** to print the receipt.

Application	Check Status	Collection Amount	Reprint Receipt
Acknowledgement Receipt			
Application Number	TN-3620160804101		
Applicant Name	Shrikanth Menon		
Service Name	DFR-401 MSB Fire License Registration and Renewal		
Service Charge	2.00		
Total	2.00		

Click to print receipt

Print receipt

The below figure shows the preview of the acknowledgement receipt.



தமிழ்நாடு அரசு / Government of Tamil Nadu
இ-சேவை மையம் / e-Sevai Centre

ஒப்புக்கை / ACKNOWLEDGEMENT

ரசதி எண் / Receipt No. : TN-3620160804101	விண்ணப்ப எண் / Application No. : TN-3620160804101
விண்ணப்பதாரர் / Applicant Name : Shrikanth Menon	விண்ணப்பித்த தேதி / Application date : 04-Aug-2016
துறையின் பெயர் / Department Name : தயீனைப்பு மற்றும் மடீபு Directorate of Fire and Rescue Service	விண்ணப்பித்த சேவை / Applied for Service : DFR-401 MSB Fire License Registration and Renewal

பணம் செலுத்திய விவரம் / Payment Details

விவரங்கள் / Particulars	செலுத்தும் முறை / Payment Mode	செலுத்தப்பட்ட தொகை (ரூ) / Amount Paid
விண்ணப்ப கட்டணம் / Application Fees	Cash	2.00
இ-சேவை மையக் கட்டணம் / e-Sevai Centre Charges		2.00
ரூபாய் எழுத்துக்களில் / Amount in words (Rs): Four Rupees Only		மொத்தம் / Total : 4.00

மையம் பெயர் & குறியீட்டு எண் / Centre Code & Type : ELCCHN009 - CMS

கையொப்பம் / Signature of the Centre Operator

மேலே குறிப்பிட்டுள்ள அனைத்து விவரங்களையும் சரிபார்த்து கொள்ளவும். உங்கள் விண்ணப்ப நிலையை தெரிந்து கொள்ள பின்வரும் இணையதளத்தில் பார்க்கவும் 110.172.171.189/neda/VerifyCerti.shtml. உங்கள் விண்ணப்பத்தை உயர் அதிகாரி ஒப்புதல் அளித்த பிறகு டிஜிட்டல் கையொப்பமிட்ட சான்றிதழை பெற்றுக்கொள்ளலாம் / Kindly check correctness of all the details furnished above. To Check the Application Status see the URL 110.172.171.189/neda/VerifyCerti.shtml. After your application is approved by the approving authority, you can obtain the digitally signed certificate.



Note: For renewal of the license, you may simply enter the License Number (Application Number of the New Fire License for MSB application which was being approved and pending for renewal). Once entered, all your saved details will appear pre-filled in the form. You may then apply for license renewal. The flow of the application will remain the same.

DFR-401 MSB Fire License Registration and Renewal

Fire licence for MSB

License type * New fire licence for MSB Renewal fire licence for MSB

Enter the license no. *

Please Note:

After submission, the application will be saved as draft. You can find draft applications under the **Saved Application** section and upload documents or make payment as required.

Application Check Status Collection Amount Reprint Receipt

Saved Application

Application Number	Service Name	Applicant Name	Date of Request	Status	Document Status
TN-3620160804101	DFR-401 MSB Fire License Registration and Renewal	Shrikanth Menon	04-Aug-2016	Saved	Uploaded

Application No. TN-3620160804101
All Mandatory Document not uploaded

[View Application](#) [Upload Documents](#)

Submitted applications can be viewed under the **Submitted Application** section.

Government of Tamil Nadu e-District User Name:UCSC-01 Last Login | 04-Aug-2016 17:24:57

Home Saved Application Submitted Application Check Status Collection Amount Reprint Receipt

Revenue Department Directorate of Boilers Directorate of Fire and Rescue Service

Submitted Application

Sr. No.	Application Number	Service Name	Applicant Name	Date of Request	Status	Certificate
1	TN-3620160804101	DFR-401 MSB Fire License Registration and Renewal	Shrikanth Menon	04-Aug-2016	Check Status	NA

The current status of an application can be checked from the **Check Status** section.

Government of Tamil Nadu e-District User Name:UCSC-01 Last Login | 04-Aug-2016 17:24:57

Home Saved Application Submitted Application Check Status Collection Amount Reprint Receipt

Revenue Department Directorate of Boilers Directorate of Fire and Rescue Service Employment Training

Check Status

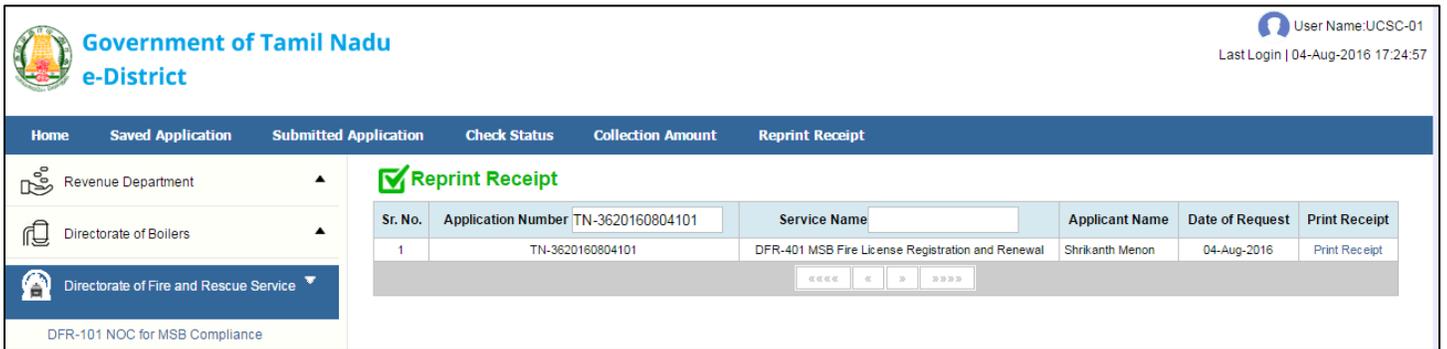
Application Number: TN-3620160804101
From date: To date: Applicant Name: District: --Select--
[Search](#)

Application Number	TN-3620160804101
Applicant Name	Shrikanth Menon
Service Name	DFR-401 MSB Fire License Registration and Renewal
View Application	View Application
Current Status	Application submitted to Director
Comment	Submitted

Uploaded Documents

Serial No.	Document Name	Document Number	File Name	View Document
1	Appendix II	124801	Appendix II_1	View Document
2	Trade Licence	224101	Trade Licence_2	View Document
3	Owner Consent Letter or Rental Agreement Form	301245	Owner Consent Letter or Rental Agreement Form_3	View Document

Acknowledgement receipts can be re-printed from the **Reprint Receipt** section.



The screenshot shows the Government of Tamil Nadu e-District portal. The user is logged in as UCSC-01. The navigation menu includes Home, Saved Application, Submitted Application, Check Status, Collection Amount, and Reprint Receipt. The Reprint Receipt section is active, displaying a table of application records.

Sr. No.	Application Number	Service Name	Applicant Name	Date of Request	Print Receipt
1	TN-3620160804101	DFR-401 MSB Fire License Registration and Renewal	Shrikanth Menon	04-Aug-2016	Print Receipt

After submission, application goes to the officer in-charge (Director/Deputy Director) for approval.

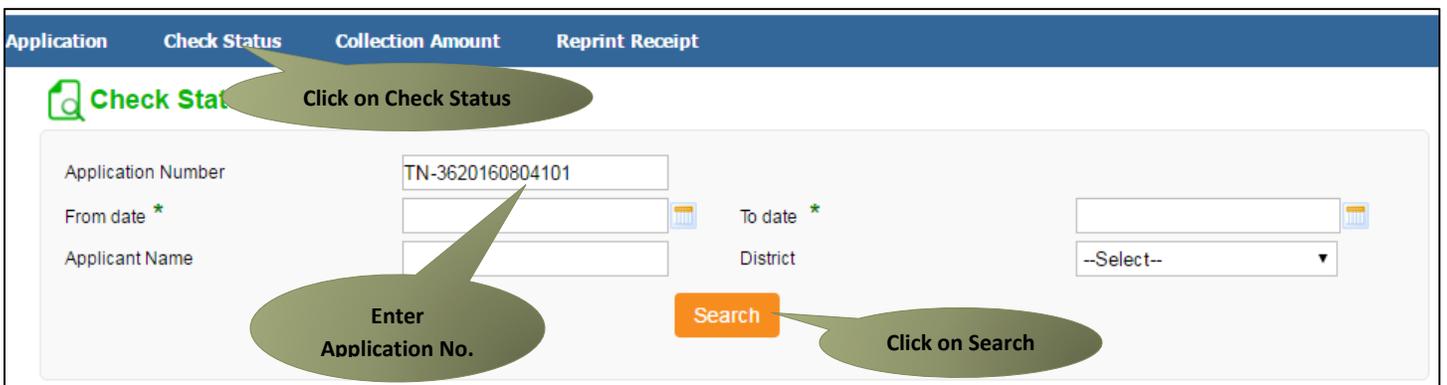
7.2. Downloading Certificate

Once the application is approved and digitally signed, the license certificate can be downloaded from the **Operator's desk** and handed over to the applicant.

STEP 1: Click on **Check Status**.

STEP 2: Enter **Application Number**.

STEP 3: Click on **Search**.



The screenshot shows the Check Status section of the portal. The navigation menu includes Application, Check Status, Collection Amount, and Reprint Receipt. The Check Status section is active, displaying a form with the following fields:

- Application Number: TN-3620160804101
- From date *
- To date *
- Applicant Name
- District: --Select--

Annotations indicate the following steps:

- Click on Check Status
- Enter Application No.
- Click on Search

The application will show up.

STEP 4: Click on **Download certificate** link.

Application Number

From date * To date *

Applicant Name District

Application Number	TN-3620160804101
Applicant Name	Shrikanth Menon
Service Name	DFR-401 MSB Fire License Registration and Renewal
View Application	View Application
Current Status	Application approved
Comment	Application approved.
Certificate	Download certificate



Uploaded Documents

Serial No.	Document Name	Document Number	File Name	View Document
1	Appendix II	124801	Appendix II_1	View Document
2	Trade Licence	224101	Trade Licence_2	View Document
3	Owner Consent Letter or Rental Agreement Form	301245	Owner Consent Letter or Rental Agreement Form_3	View Document

The certificate will be downloaded.

The below figure shows the preview of the **New** license certificate.



K.Dis.No. TN-3620160804101/C/2016

Dated. 05/08/2016

The Director of Fire & Rescue Service,
No.1, Greams Road, Thousand Light,
Chennai – 600006.

Licence No. TN-3620160804101 / 2016 (Issued)

Ref : (1) Letter from the **M/s. Keshar Baug**, 12/5, Keshar Baug, Whannels Road, Anaikudam, Udayarpalayam, Ariyalur-612902

Dated. 05/08/2016

(2) Letter R.C.No. TN-3620160804101/C/2016, dated : 05/08/2016 from the Chairman, MSB Inspection Committee, Ariyalur Region.

With reference to the letter first cited, the Fire Licence is issued as under, based on the recommendations in the reference 2nd cited.

FIRE & RESCUE SERVICES LICENCE

Fire Licence is hereby issued under section 13 of the Tamil Nadu Fire and Rescue Service Act 1985 to the Multi-Storied building classified as **Group Building, Sub-Division of M/s. Keshar Baug consisting of 1 Floors, Basement 55000 (Area in Sq.m), Ground Floor 54300 (Area in Sq.m), Mezzanine 10000 (Area in Sq.m) with the height of 550 (in Meters) meters at 12/5, Keshar Baug, Whannels Road, Anaikudam, Udayarpalayam, Ariyalur-612902.** subject to the following conditions and such other conditions as may be prescribed from time to time. This Licence is valid for **ONE YEAR** from 05/08/2016 to 05/08/2017 and should be renewed on 05/08/2017.

CONDITIONS

1. Periodical maintenance should be ensured to keep all fire protection equipments and system always in good working condition.
2. "Mock Drill" should be conducted periodically and the date of conduction should be informed to District Officer, District well in advance to enable the team to make suggestions, if any.
3. Trained Fire personnel should be available to operate the systems in case of any emergency.
4. All Fire Fighting equipments should be kept always in good working condition at all times.
5. Any erection of permanent or temporary structure should be intimated to this Fire and Rescue Services Department.
6. With reference to air-conditioning it should not exceed the Electricity Board load on any account.
7. Available set back area at all sides should be maintained to with stand weight of 45 tons of fire fighting vehicle.
8. House Keeping Dumping of waste material anywhere should be avoided. Dust bins should be cleared frequently.
9. Emergency FIRE Exit, door should open from the floor to staircase only and not the other way round. The door should be in red reflector & arrow marks should commensurate with the gradient of staircase.
10. Do's & Don'ts in times of emergencies should be available in a laminated hanging pad or otherwise in the telephone operator's desk as well as in the CE or Emergency in charge of officer's desk.
11. Alternate staircase should be kept free without any obstruction.
12. All staircases should be kept open during office hours and should be kept usable at any point of emergency.
13. Fire Order / Contingency plan should be prepared and displayed in each floor also containing Rescue Team members name, designation and contact number.

Director,
Fire and Rescue Services
Tamil Nadu.

To

Keshar Baug

12/5, Keshar Baug, Whannels Road, Anaikudam,
Udayarpalayam, Ariyalur-612902

The below figure shows the preview of the **Renewal** license certificate.



K.Dis.No. TN-3620160805101/C/2016

Dated. 05/08/2016

The Director of Fire & Rescue Service,
No.1, Greams Road, Thousand
Light, Chennai – 600006.

Licence No. TN-3620160805101 / 2016 (Renewal)

Ref : (1) Letter from the **M/s. Keshar Baug**, 12/5, Keshar Baug, Whannels Road, Anaikudam, Udayarpalayam, Ariyalur-612902

Dated. 05/08/2016

(2) Letter R.C.No. TN-3620160805101/C/2016, dated : 05/08/2016 from the Chairman, MSB Inspection Committee, Ariyalur Region.

With reference to the letter first cited, the Fire Licence is Renewal as under, based on the recommendations in the reference 2nd cited.

FIRE & RESCUE SERVICES LICENCE

Fire Licence is hereby Renewal under section 13 of the Tamil Nadu Fire and Rescue Service Act 1985 to the Multi-Storyed building classified as **Group Building, Sub-Division of M/s. Keshar Baug consisting of 1 Floors, Basement 55000 (Area in Sq.m), Ground Floor 54300 (Area in Sq.m), Mezzanine 10000 (Area in Sq.m) with the height of 550 (in Meters) meters at 12/5, Keshar Baug, Whannels Road, Anaikudam, Udayarpalayam, Ariyalur-612902.** subject to the following conditions and such other conditions as may be prescribed from time to time. This Licence is valid for **ONE YEAR** from 05/08/2016 to 05/08/2017 and should be renewed on 05/08/2017.

CONDITIONS

1. Periodical maintenance should be ensured to keep all fire protection equipments and system always in good working condition.
2. "Mock Drill" should be conducted periodically and the date of conduction should be informed to District Officer, District well in advance to enable the team to make suggestions, if any.
3. Trained Fire personnel should be available to operate the systems in case of any emergency.
4. All Fire Fighting equipments should be kept always in good working condition at all times.
5. Any erection of permanent or temporary structure should be intimated to this Fire and Rescue Services Department.
6. With reference to air-conditioning it should not exceed the Electricity Board load on any account.
7. Available set back area at all sides should be maintained to with stand weight of 45 tons of fire fighting vehicle.
8. House Keeping Dumping of waste material anywhere should be avoided. Dust bins should be cleared frequently.
9. Emergency FIRE Exit, door should open from the floor to staircase only and not the other way round. The door should be in red reflector & arrow marks should commensurate with the gradient of staircase.
10. Do's & Don'ts in times of emergencies should be available in a laminated hanging pad or otherwise in the telephone operator's desk as well as in the CE or Emergency in charge of officer's desk.
11. Alternate staircase should be kept free without any obstruction.
12. All staircases should be kept open during office hours and should be kept usable at any point of emergency.
13. Fire Order / Contingency plan should be prepared and displayed in each floor also containing Rescue Team members name, designation and contact number.

Director,
Fire and Rescue Services
Tamil Nadu.

To

Keshar Baug

12/5, Keshar Baug, Whannels Road, Anaikudam,
Udayarpalayam, Ariyalur-612902

8. Disclaimer

This User manual is prepared as per the existing application; however actual screen shots may vary for few cases.