

## Packer's Registration Certificate

### Procedure:

Procedure to be followed by the applicant and step by step movement of the application within the Department along with timelines for completion of each step is same irrespective of risk category (High, Medium, Low), size of firm ( Micro, Small, Medium & Large), Investor type ( Foreign, Domestic) and Business location ( Rural, Urban).

a. Procedure to be followed by applicant:

1. Visit the website of the Directorate of Legal Metrology: <https://dolmwb.gov.in>
2. Go through the SoP for issuance of Packers Registration Certificate, wherein the detailed procedure (Step by step movement of application within department along with timeline) and list of requisite documents are specified.

[Rvised SOP.PC Regn.pdf \(dolmwb.gov.in\)](#)

Click here to view SoP/ User Guide


b. Step by step movement of application within department along with timeline

Step No	Procedure	Official involved	Timeline
1	All application and requisite documents for issuance/ alteration of entry in registration certificate shall be uploaded at <a href="https://dolmwb.gov.in">https://dolmwb.gov.in</a> . The payment of fees shall be made through GRIPS online. If the application is incomplete, in terms of rule 27(4)(a) of the Legal Metrology (Packaged Commodities) Rules, 2011, the system shall prevent the successful submission of application. If the applicant, by providing incorrect information or uploading incorrect document(s), submits the application, the cause and consequence of such act shall be borne by the applicant.		
2	Processing the online application for registration of manufacturers, packers, and importers. After processing, either the application will be forwarded electronically to the CLM within 30 (thirty) working days from the date of successful submission for disposal of application as per rule or reject the application forfeiting the application fees after electronically recording the reason for such rejection. The applicant shall receive status updates through e-mail/SMS.	<b>The DCLM in charge of Packaged Commodities Wing,</b>	<b>30 days</b>
5	Approved by the competent authority and Certificate generated automatically in e- Parimap portal.	<b>The CLM, WB</b>	<b>15 days</b>
<b>Total Timeline in WBRTPS</b>			<b>45 days</b>

### **Comprehensive list of documents:**

Comprehensive list of documents required for application are same irrespective of risk category (High, Medium, Low), size of firm (Micro, Small, Medium & Large), Investor type (Foreign, Domestic), and Business location ( Rural, Urban).


[Rvised SOP.PC Regn.pdf \(dolmwb.gov.in\)](https://dolmwb.gov.in)

 Click here to view the SoP for comprehensive list of documents required  
(Please refer to the Sub Point (vii) of Point 3.0 of the SoP)

### **Fees:**

Fees are same irrespective of risk category (High, Medium, Low), size of firm (Micro, Small, Medium & Large), Investor type (Foreign, Domestic) and Business location (Rural, Urban).

[Rvised SOP.PC Regn.pdf \(dolmwb.gov.in\)](https://dolmwb.gov.in)

 Click here to view fee circular (Please refer to the Sub Point (vi) of Point 3.0 of the SoP)