

INSTRUCTION/DOCUMENTS REQUIRED FOR VARIOUS REGISTRATIONS OF MILL

3. For Capacity enhancement:-

(i) Provisional Registration (before capacity enhancement)

1. Id Proofs, PAN card and Aadhar card.
2. Proof of requisite land – copy of registry, latest fards, patwari report regarding one-piece of land.
3. Affidavit from owner/all partners/proprietor that they or any of their family member are not the part of any defaulter mill.

(ii) For Final Registration:-

1. Purchase Bills of machinery.
2. Latest electricity bill or proof of working electricity connection.
3. Is there any addition in land through purchase/otherwise, since last registration Yes/No

If yes, Certificate from Competent Authority of the Rural/Urban Area regarding Change of Land Use (CLU)/ External Development Charges (EDC)/ Licence Fee (LF)/Permission Fee (PF)/ etc. (whatever applicable) and permission for use of land for construction of the Rice Mill as per instructions of Govt.

4. An undertaking by the miller:-

a) That the applicant or any of the Partners/Directors/Members of Society/Trust Members, is not a defaulter of any procurement agency or defaulter as defined in Custom Milling Policy of the relevant year.

b) That right from the first purchaser of land of the rice mill till the last sale, no purchaser or seller in the entire chain of sale-purchase comes within the purview of defaulter as defined in the Custom Milling Policy of the respective Kharif Year. District Controller, Food, Civil Supplies shall verify and attest this undertaking submitted by the miller.

Note:-This condition will be applicable for old mills as well which apply for fresh registration after sale/purchase/lease etc. of old rice mill.

c) That he/she will not claim paddy as per capacity fixed of mill nor he/she will file any suit in any Court of Law for claiming this paddy for Custom Milling Purposes if the paddy is not sufficiently available for allocation.

d) That he would produce any relevant document which the department may direct him to produce and will also abide by any orders of District Controller of the concerned district or Director, Food, Civil Supplies and Consumer Affairs, Punjab to bring up to 20% of its entitled paddy from any particular area of Punjab and mill it in his premises as per terms and conditions of Custom Milling Policy of the concerned year, if so directed by DFSC/Director, in case of any contingency.

e) That he shall abide by the instructions/guidelines issued by the Department from time to time regarding setting up/ operations of Rice Mill/s/custom milling of paddy etc.

h) That the registration of the mill can be cancelled at any time by the Department if any of the terms, conditions or guidelines is violated by the miller without prejudice to the interest of the Department.

i) The paddy shall be allocated to rice mill as per the provisions of Custom Milling Policy of the relevant year.

7. An NOC from Punjab Pollution Control Board regarding establishment of his/her mill.

8. Valid Licence from Market Committee/Mandi Board

9. A report from concerned revenue official i.e. Patwari of the area regarding Measurement of Land in Acres, Fair Title/Ownership of the land where the mill is established, duly countersigned by the Revenue Official of the area. The miller shall get the land of the mill free from all sorts of court cases and produce original Jamabandi of the land and the concerned Tehsildar's report in this regard.

10. CIBIL score of Partners/Directors/Members of Society/Trust Members, duly attested from the concerned bank.

11. Certificate of Registration from Registrar of Firms (in case of Partnership), from Registrar of Companies (in case of Pvt. Ltd or Public Ltd. Co.), Registrar of Societies (in case of Societies/Trusts) and from GST authorities in case of Proprietorship business entity.

12. A non-refundable registration fee of Rs. 10,000/- (Rupees Ten thousand only) for registration/re-registration of a single mill. Such fee shall be paid to the DFSC of the concerned District and shall be deposited with Government of Punjab under head Head-1456-Civil Supplies-800-other Receipts-05 Miscellaneous Receipts (Registration Fee).