

Approval of Site:

- The employer has to obtain approval of site as per section 41-A for a factory involving a hazardous process as per section 2 (cb) of the Factories Act, 1948 for the initial location of the factory or for expansion of any such factory from State Competent Authority-cum- Site Appraisal Committee (SCA- cum-SAC) if the site of factory is located outside designated /approved areas such as Industrial Area/ Industrial Estate / Industrial Focal Point /Approved Industrial Park /Industrial Zone of the Master Plan / Draft Master Plan. The Govt. of Punjab has constituted (SCA-cum-SAC) of which Principal Secretary to Govt. of Punjab, Department of Science, Technology & Environment is its Chairman and Co-Chairman is Director of Factories, Punjab. Chairman of the Punjab Pollution Control Board, is its Member Secretary. For obtaining clearance of site from the SAC, the entrepreneur is required to submit an application to the Member Secretary of the said committee. The application form can be had from the office of the Member Secretary, SAC, C/o Punjab Pollution Control Board, i.e. www.ppcb.gov.in . There is a common committee namely SCA-cum-SAC for environmental clearance under press Note 17 (1984 Series) and site clearance under the Factories Act, 1948.

Documents Required for Approval of Site from State Competent Authority –cum- Site Appraisal Committee (SCA-cum SAC) :-

- i) Form along with Site plan with clear identifications of boundaries and total area proposed to be occupied and showing details nearby the proposed site.
 - a) Historical monument, if any in vicinity.
 - b) Name of the neighbouring manufacturing units and human habitants, educational and training institutions, storage of LPG and other hazardous substances in the vicinity and their distances from the proposed unit.
 - c) Water sources (rivers, streams, canals, dams, water filtration plants etc.) in the vicinity.
 - d) Nearest hospitals, fire stations, civil defence stations and police stations and their distances.
 - e) High tension electrical transmission lines, pipe lines for water, oil, gas or sewerage, railway lines, roads, stations, jetties and other similar installations.
- (ii) Location Plan (indicating Plot Number, Khasra Number) and main highways and other references.
- (iii) List of Directors/Partners

- (iv) Copy of letter of Intent / Licence DGTD Registration Certificate / Entrepreneur Memorandum / Any other.
- (v) Manufacturing process details along with flow sheet and material / energy balance statement
- (vi) Project report indicating:-
 - a. A summary of the salient features of the project.
 - b. Status of the organisation (Government, Semi-Government, Public or Private etc.).
 - c. Maximum number of persons likely to be working in the factory.
 - d. Maximum amount of power and water requirement and source of their supply.
 - e. Block diagrams of the buildings and installations in the proposed site.
 - f. Details of the housing colony, hospital, school and other infrastructural facilities proposed.
 - g. Person responsible for protection of Safety, health and environment.
 - h. Proposed health and safety policy of the proposed enterprise.
- (vii) CSA Fee Rs....., DD in favour of Member Secretary, Punjab Pollution Control Board, Patiala No..... dated.....
- (viii) Copy of feasibility report on the pollution control systems for control of Water/Air Pollution/Solid waste.
 - (ix) Copy of certificate from concerned authority the proposed site is located in FEZ/Industrial Area/Focal Point decimated by Town and Country Planning Department/Outside Lal Lakir
 - (x) One copy of Partnership Deed/Article of Association of Memorandum.
 - (xi) Process Hazards Information :-
 - (a) Enclose a copy of the report on environmental impact assessment.
 - (b) Enclose a copy of risk assessment study.
 - (c) Published (open or classified) reports, if any, on accident situations/occupational health hazards of similar plants (within or outside the country)
 - (d) Details of fire fighting facilities and minimum quantity of water, carbon-di-oxide and other fire fighting measures needed to meet the emergencies.
 - (e) Details of in-house medical facilities proposed.