




# Service Information – Fire & Emergency Services

## Service Name: Issuance of Initial, Final and Renewal Fire NOC for businesses under Goa Fire Force Act 1986 and Rules

### A. General Information

The Goa Fire Force Act of 1986 is a legislative act that was enacted to provide for the maintenance of a Fire Force, the prevention of fire incidents, and the protection of life and property in the Indian state of Goa. The act includes provisions for the establishment, regulation, and management of the Fire Force, and outlines the powers and duties of the officers and members of the service. It also provides a legal framework for fire safety inspections, issuance of fire safety certificates, and the authority to enforce compliance with fire safety standards.

#	Particulars	Details
1)	<b>Competent Authority</b>	Department of Fire & Emergency Services
2)	<b>Type of Service</b>	Pre-Operations
3)	<b>Act/Rule</b>	Goa Fire Force Act 1986 and Rules 1997  Fire-Force-Act.pdf
4)	<b>Applicable Section</b>	Appendix VI of the Fire Force Act and Rules. Screenshot provided for the type of establishment where NOC is required.
5)	<b>Service mode</b>	Online only as mandated vide notification 15/2019/Goa-IPB/EoDB/515 dated 25 Jan 2021.
6)	<b>GO Notification Link</b>	Goa to website <a href="https://goaonline.gov.in/">https://goaonline.gov.in/</a> . Click on EoDB Notifications under Notifications menu. Click on the Serial number 1 to download the notification document. Or click on the link below for direct access to the notification. <a href="#">Notification_2.PDF (goaonline.gov.in)</a>



#	Particulars	Details
7)	<b>Service available through State Single Window System</b>	Yes. The service is available on Goa online.
8)	<b>Service accessibility</b>	Goa to website <a href="https://goaonline.gov.in/">https://goaonline.gov.in/</a> . Click on Services – Go to Ease of Doing Business – Search for Final NOC
9)	<b>Registration Certificate validity</b>	1 Year.
10)	<b>Provision of Deemed Approval</b>	Provision not available
11)	<b>Auto-renewal</b>	Provision not available
12)	<b>Auto-renewal notification link</b>	Not applicable
13)	<b>Renewal Validity</b>	1 Year.
14)	<b>Renewal Validity Notification Link</b>	<p>The renewal is valid for a period of 1 year as prescribed in the fees section of Goa State Fire Force Rules, 1997. Latest amended copy can be downloaded from:</p> <p><a href="https://goaprintingpress.gov.in/downloads/1011/1011-9-SI-OG.pdf">https://goaprintingpress.gov.in/downloads/1011/1011-9-SI-OG.pdf</a></p> <p>The renewal validity is also covered in section 15.2.2 of the Goa Land Development and Building Construction Regulations 2010</p> <p><a href="https://www.goa.gov.in/wp-content/uploads/2019/09/Gldbcr-2010-original-Amm-2018-Sept-with-Appeal-Fee.pdf">https://www.goa.gov.in/wp-content/uploads/2019/09/Gldbcr-2010-original-Amm-2018-Sept-with-Appeal-Fee.pdf</a></p>
15)	<b>Additional Information</b>	<p>An investor can apply for NOC for the following types of Buildings:</p> <ul style="list-style-type: none"> <li>• NOC for Occupation of Building over 15 mts. in height from ground.</li> <li>• NOC for Factories and Establishments where electrical motor capacity exceeds 5 HP and above.</li> <li>• NOC for shipyards and workshops</li> </ul>



#	Particulars	Details
		<ul style="list-style-type: none"> <li>• NOC for Tank farm of Petroleum Products</li> <li>• NOC for POL dispensing outlet</li> <li>• NOC for Godown and Warehouses (High Hazard)</li> <li>• NOC for Godown and Warehouses (Moderate Hazard)</li> <li>• NOC for Godown and Warehouses (Low Hazard)</li> <li>• NOC for public places like exhibition halls entertainment places; dancing halls; theatres; assembly halls; seaport; airport; railway station; bus stations; stadiums etc.</li> <li>• NOC for Educational and Institutional places.</li> <li>• NOC for Steam engines and boilers to construct or establish any factory workshop or workplace in which it is proposed to employ steam power / waterpower/ mechanical power / electrical power.</li> <li>• NOC for storage places of flammable and hazardous goods.</li> <li>• NOC for Hotel under 3&amp;4 starred category as per National Building Code 2005, Part IV subsequently amended in 2016.</li> <li>• NOC for storing and /or selling of Fire works more than 25 kgs to 50 kgs under Explosive Act 1884 and Rules 1983.</li> <li>• NOC for storing and/or selling of fireworks up to 25 kgs under Explosives Act 1884 and Rules 1983.</li> <li>• NOC for Flammable gas Godown/LPG Gas Godowns</li> <li>• NOC for non-dangerous petroleum up to 8000 liters and LPG/LNG up to 300 kgs for commercial activities.</li> <li>• NOC for non-dangerous petroleum up to 5000 liters and LPG/LNG up to 200 kgs for commercial activities.</li> <li>• NOC for storage of LPG up to 500 kgs for commercial activities.</li> </ul>



#	Particulars	Details
		<ul style="list-style-type: none"> <li>• NOC for Shops and Establishments falling under the jurisdiction of Village Panchayats.</li> <li>• NOC for Shops and Establishments not falling under the jurisdiction of Village Panchayats.</li> <li>• NOC for Video Cinema houses.</li> <li>• NOC for Restaurants and bakeries, eating house where the seating capacity does not exceed 100 persons.</li> <li>• NOC for Lodging houses and hotels under non-classified category less than Fifteen meters in height having up to 40 rooms.</li> <li>• NOC for Temporary shacks under Tourist Trade Act.</li> <li>• NOC for Scrap Yards under Goa waste (Scrap) Recycling unit scheme 2010.</li> <li>• NOC for printing; composing; binding etc. where Linotype or other allied machines are used such as Mono type wherein the process of meeting and casting is involved or used above 10 HP.</li> <li>• NOC for storing, dumping, curing, cleansing etc. of cycle tyres and tubes above 500.</li> <li>• NOC for storage and use of LPG up to 100 kgs commercial activities within their Municipal and Panchayat jurisdiction.</li> <li>• NOC for Temporary shacks under Tourism Trade Act covered under the Village Panchayat jurisdiction.</li> <li>• NOC for Restaurants and bakeries, eating house where the seating capacity does not exceed 75 persons.</li> <li>• NOC for Hotel 5 starred and above category as per National Building Code of India 2005, Part IV subsequently updated in 2016.</li> </ul>





Extract from the Act stating the list of places and trades for which NOC from the Fire Service is necessary.

Manual of Goa Law (Vol. II)	- 348 -	Fire Force Act & Rules
APPENDIX - VI		
List of places and trades for which no objection certificate from the Fire Service is necessary		
Serial number and purpose for which licence, permission or registration is required	Remarks	
1	2	
(1) Large hotels, Restaurants, Bakeries and eating houses where the rental value of the building exceeds. Rs. 1,500/-	...	
(2) Fish oil-machine power	...	
(3) Other oil-machine power	...	
(4) Boiling camphor or oil by machine power	...	
(5) Manufacture of ice	...	
(6) Storing, packing, pressing, cleansing, preparing or manufacturing by any process whatever	...	
(7) Ammunition	...	
(8) Chlorate mixture	...	
(9) Explosive (Storing)	...	
(10) Fulminate of mercury	...	
(11) Gun cotton	...	
(12) Gun powder	...	
(13) Nitro-compound	...	
(14) Nitro-glycerine	...	
(15) Nitro-mixture	...	
(16) Fire-works preparing or manufacturing or storing	...	
(17) Manufacture of crackers	...	
(18) Camphor	...	
(19) Saltpetre	...	
(20) Sulphur (including melting)	...	
(21) Fire works	...	
(22) Matches	...	
(23) Flax	...	
(24) Hemp	...	
(25) Jute	...	
(26) Skins	...	
(27) Gas	...	
(28) Chemical preparations carbolic acid, Hydrochloric acid, Nitric acid, pyritic acid, Sulphuric acid, caustic potash, caustic soda, chemical fertilizers, Benzol, Bromoform, Chloroform, Iodoform, Glycerine, Acetone, Nitro, Nitro, Perchloride or Mercury, Chloride or potash, etc., etc.	...	
(29) Cigars and Cigarettes	...	



1	2
(30) Beedies	
(31) Manufacturing articles from which offensive or unwholesome smell, fumes, dust or noise arise (Kumkums)	...
(32) Carpentry and cabinet making	...
(33) Printing, composing, binding, etc.	Where Lino type or other allied machines are used such as mono-type, wherein the process of melting and casting is involved or using above 10 horse power of motor.
(34) Storing, dumping, curing, cleansing, etc.	Where licence fee is levied Rs. 200/- and above for storage of cycle tyres and tubes above 500.
(35) Steam engines and Boilers to construct or establish any factory workshop or work place in which it is proposed to employ steam power, water power or other mechanical power or electric power	...
(36) Using for any industrial purpose fuel or machine power	Exceeding 20 horse power.
(37) Baling presses	For each baling press worked by machine power.
(38) Cinema studio	...
(39) Combustible material storage	For storing celluloid, celluloid goods and other combustibles.
(40) Cinematographic films—Storing, transporting, handling, examining, repairing and exhibiting	...
(41) Storing ordinary Camera Roll Films and X-Ray films	...
(42) Petroleum products—Storing, packing, pressing, cleansing, preparing or manufacturing by any process whatsoever non-dangerous petroleum (between 76°F and 150°F)	When the quantity to be stored exceeds 1000 lbs. or 2200 kgs.
(43) (I) Non-dangerous Petroleum	...
(a) Kerosene oil	...
(b) Mineral Turpentine	...
(c) Powerline (Power kero)	...
(d) Furnace oil	...
(e) Vapourising oil	...
(f) Aviation turbine fuel 650	...
(g) Mobile power oil, etc.	...
(II) Heavy Petroleum	...
(a) High speed diesel oil (H.S.B.)	...
(b) Light diesel oil (L.D.O.)	...
(c) Furnace oil	...



1	2
(d) Tea drier oil	...
(e) Grease, etc.	...
(III) Heavy oil (A)	...
(a) Lubricating oils	...
(b) Vaseline	...
(c) Petroleum Jellies	...
(d) White oils	...
(e) Grease, etc.	...
(44) Dyes (Vegetable or chemical)— Storing, selling, keeping, etc.	...
(45) Paper (Printing, writing, including news print paper, card boards, etc.) storing, selling in retail or wholesale	For each place 250 lbs for and 550 kgs. and above
(46) Silk (Rayon, Nylon, etc.) manufactured by any process whatever	...
(47) Silk (Rayon, Nylon, etc., Waste or soiled)— storing, selling in retail or wholesale	...
(48) Cloth (textiles, cotton, garments, dress, apparels, etc.) storing, selling in retail or wholesale, manufacturing by any process whatsoever	By powerlooms
(49) Rubber (goods such as sheet, cloth, toys, shoes, etc.) manufacturing by any process whatsoever	By machine power
(50) Studio-Cinemas, etc.; Cinema Houses, equipped with reproducing of sound with amplifiers, by projectors where public are admitted for amusement, entertainment, etc.	...
(51) Fertilizers (Chemical preparation of any kind)— Manufacturing, packing, mixing, pressing, selling or storing in retail or wholesale	...
(52) Paints (including distemper, varnish, spirit, linseed oils, polishes, etc.) Manufacturing, mixing, packing, pressing, cleansing by any process whatsoever	...
(53) Paints (including distemper, varnish, spirit, linseed oils, polishes, etc.) storing, selling in retail or wholesale	...
(54) Metals—melting, lead, beating, breaking, hammering, casting, etc. metals	Not applicable for beating Gold
(55) Automobile shops—repairing, building, assembling—By power cleansing, etc. automobiles	...





## B. Risk-based Classification.

The Risk Based classification for the Industrial Occupancies as per the degree of hazards is specified in the National Building Code of India 2016, Fire & Life Safety Part 4, at Annex B, Clause 3.1.8. The risk classification can be downloaded from the following link. Page 69 may be referred.

<https://fireandsafetyequipments.com/wp-content/uploads/2018/09/NBC2016-Part-IV.pdf>

<b>ANNEX B</b> (Clause 3.1.8) <b>BROAD CLASSIFICATION OF INDUSTRIAL OCCUPANCIES INTO DIFFERENT DEGREE OF HAZARD</b>		
Light Hazard	Moderate Hazard	High Hazard
Abrasive Manufacturing Premises	Aluminium Factories	<b>SUB-CATEGORY (A)</b>
Aerated Water Factories	Atta and Cereal Grinding	Aircraft Hangers
Agarbatti Manufacturing	Bakeries and Biscuit Factories	Aluminium/Magnesium Powder Plants
Areca Nut Slicing and/or Betel nut Factories	Beedi Factories	Bituminised Paper and/or Hessian Cloth/Tar Felt Manufacturing
Analytical and/or Quality Control Laboratories	Bobbin Factories	Cotton Waste Factories
Asbestos Steam Packing and Lagging Manufacturing	Bookbinders, Envelopes and Paper Bag Manufacturing	Celluloid Goods Manufacturing
Battery Charging/Battery Service Stations	Cable Manufacturing	Chemical Manufacturing using raw materials having flash points below 23°C
Battery Manufacturing	Camphor Boiling	Cigarette Filter Manufacturing
Breweries	Candle Works	Cinema Films and T.V. Production Studios
Brick Works	Carbon Paper/Typewriter Ribbon Manufacturing	Coal and/or Coke and/or Charcoal Ball and Briquettes Manufacturing
Canning Factories	Cardboard Box Manufacturing	Collieries
Cardamom Factories	Carpenters, Wood Wool and Furniture Manufacturing	Cotton Seed Cleaning or De-linting Factories.
Cement Factories and/or Asbestos or Concrete Products Manufacturing	Carpet and Durries Factories	Distilleries
Ceramic Factories and	Cashewnut Factories	Duplicating/Stencil Paper Manufacturing
Crockery and Stoneware Pipe Manufacturing	Chemical Manufacturing using raw materials having flash points above 23°C	Fire-works Manufacturing.
Clay Works	Cigar and Cigarette Factories	Foam Plastics Manufacturing and/or Converting Plants.
Clock and Watch Manufacturing	Coir Factories	Godowns and Warehouses (Storing Combustible/Flammable Goods).
Coffee Curing Roasting and Grinding Premises	Coir Carpets, Rugs, Tobacco, Hides and Skin Presses	Grass, Hay, Fodder and <i>Bhoosa</i> (chaff) Pressing Factories
Condensed Milk Factories, Milk Pasteurising Plant and Dairies	Cold Storage Premises	Industrial Gas Manufacturing (Other than Inert/Halogenated Hydrocarbon Gases)
Confectionery Manufacturing	Cork Products Manufacturing	Jute Mills and Jute Presses
Electric Generating Houses (Hydro electric)	Dry Cleaning, Dyeing and Laundries.	Linoleum Factories
Electric Lamps (Incandescent and Fluorescent) and TV Picture Tube Manufacturing	Electric Substations/Distribution Stations	LPG Bottling Plants (Mini)
Electro Plating Works	Electric Generating Stations (Other than Underground Power houses)	Man Made Fibres (Acrylic Fibres/yarn Manufacturing )
Engineering Workshops	Enamelware Factories	Match Factories
	Filter and Wax Paper Manufacturing	
	Flour Mills	



Light Hazard	Moderate Hazard	High Hazard
Fruits and Vegetables Dehydrating and Drying Factories	Garages	Matress and Pillow Making
Fruit Products and Condiment Factories	Garment Makers	Metal or Tin Printers (where more than 50 Percent of floor area is occupied as Engineering Workshop; this may be taken as ordinary hazard risk)
Glass and Glass Fibre Manufacturing	Ghee Factories (Other than Vegetable)	Oil Mills
Godowns and Warehouses Storing Non-combustible Goods only	Godowns and Warehouses (Other than those Under Light and High Hazard A Categories)	Oil Extraction Plants
Green Houses	Grain and/or Seeds Disintegrating and/or Crushing Factories	Oil Terminals/Depots handling flammable Liquids having flash point of 23° C and Below
Gold Thread/Gilding Factories	Grease Manufacturing	Paints and Varnish Factories
Gum and/or Glue and Gelatine Manufacturing	Hosiery, Lace, Embroidery and Thread Factories	Paper and Cardboard Mills having raw material yards
Ice, Ice Candy and Ice-cream Manufacturing	Incandescent Gas Mantle Manufacturing	Piers, Wharves and Jetties – Handling Extra Hazardous Materials
Ink (Excluding Printing Ink) Factories	Industrial Gas Manufacturing (Inert/Halogenated hydrocarbon gases)	Printing Ink Manufacturing.
Mica Products Manufacturing	Man-made Yarn/Fibre Manufacturing (Other than Acrylic Fibres/Yarn Manufacturing )	Rosin Lamp-Black and Turpentine Factories
Pottery Works	Manure and Fertilizer Works (Blending, Mixing and granulating)	Saw Mills
Poultry Farms	Mineral Oil Blending and Processing	Sponge Iron Steel Plants (Gas Based)
Salt Crushing Factories and Refineries	Oil and Leather Cloth Factories	Surgical Cotton Manufacturing
Stables	Oil Terminals/Depots Other than those Categorized under High Hazard A	Tarpaulin and Canvas Proofing Factories
Sugar Candy Manufacturing	Open storage of Flammable Liquids in Drums, Cans, etc	Turpentine and Rosin Distilleries
Sugar Factories and Refineries	Oxygen Plants	Tyre Retreading and Resoling Factories
Tanneries/Leather Goods Manufacturers	Paper and Cardboard Mills. without Raw Material Yards	<b>SUB-CATEGORY (B)</b>
Umbrella Assembling Factories	Piers, Wharves, Jetties and Dockyards other than those Categorized Under High Hazard A	Ammonia and Urea Synthesis Plants
Vermicelli Factories	Plastic Goods Manufacturing	CNG Compressing and Bottling Plants
Water Treatment/Filtration Plants and Water Pump Houses	Plywood/Wood Veneering Factories	Coal Based Methane Plants
Zinc/Copper Factories	Printing Press Premises	Explosive Factories
		NOTE — In case of complexes having separate plants having varying degrees of hazard, authority having jurisdiction shall be consulted to decide on level of protection to be provided.



Light Hazard	Moderate Hazard	High Hazard
	Pulverising and Crushing Mills Rice Mills Rope Works Rubber Goods Manufacturing Rubber Tyres and Tubes Manufacturing Shellac Factories Silk Filiatures Soaps and Glycerine Factories Spray Painting Starch Factories Tea Factories Textile Mills Tobacco (Chewing) and Pan-Masala Making Tobacco Grinding and Crushing Tobacco Redrying Factories Woollen Mills	

NOTE — Any occupancy that is not covered in this annex shall be classified in the most appropriate class which resembles the proposed occupancy.



### C. Fee Details

- 1) **Applicable Fees (in INR):** Applicable fees as according to the Citizen's Charter of Director of Fire and Emergency Services. No fees is charged towards issuance of Initial NOC.
- 2) **Citizen Charter Notification Link:** <https://goaprintingpress.gov.in/downloads/1011/1011-9-SI-OG.pdf>

<b>Notification No 3/7/85-HD (G) Vol. II</b>			
<b>#</b>	<b>Categories of Establishment</b>	<b>Fees Applicable (INR)</b>	<b>Risk Classification</b>
1.	Restaurants, Bakeries or Eating Houses where seating capacity does not exceed 50 persons.	150 per NOC per year	NA
2.	Storage of Fireworks less than 50 pounds, Storage of wood in sawmills, storage of non-dangerous petroleum less than 5000 kgs. & storage of LPG/ING less than 100 kgs	150 per occupancy	NA
3.	Buildings over 14.2 metres in height.	10/sq. mts.	NA
4.	Factories and establishments where electric motor capacity exceeds 5 HP and above.	10/sq. mts.	NA
5.	Shipyards & workshops.	10/sq. mts.	NA
6.	Tank Farms of Petroleum products/ P.O.L. dispensing outlets	10/sq. mts.	NA
7.	Flammable Gas Godown /LPG gas Godown.	10/sq. mts.	NA
8.	Godown & Warehouses.	10/sq. mts.	NA
9.	Public places like Exhibition halls, Entertainment places, Dancing halls, Theatres, Assembly halls, Seaport, Airport, Railway Stations, Bus Stations, Stadium, etc.	10/sq. mts.	NA
10.	Educational and Institutional places.	10/sq. mts.	NA
11.	Hotels, Restaurants, where seating/lodging capacity exceeds 50 persons.	10/sq. mts.	NA
12.	Storage places of hazardous and flammable goods.	10/sq. mts.	NA



#### D. Document Checklist

1) **Checklist of documents:** Following documents are required to avail the Initial NOC and subsequently Final NOC of Fire services.

#	Document	Mandatory / non-mandatory
a)	Proof of ownership	Mandatory
b)	Copy of approved architecture plan by TCP	Mandatory
c)	Fire protection plan	Mandatory
d)	Detailed project report	Mandatory
e)	Form I	Mandatory
f)	Form U – Undertaking (Not required during issuance of Final NOC)	Mandatory
g)	Form F – Final NOC details	Mandatory



## E. Service Timeline

- 1) **Service Timeline: 5 - 15 days.** The timeline for NOC for various types of trades are notified under Public Service Guarantee Act.
- 2) **Timeline Notification Link:** <https://goaprintingpress.gov.in/downloads/1516/1516-39-SII-OG-0.pdf>

<i>Directorate of Fire and Emergency Services</i>				
81	N.O.C. for Occupation of Building over 15 meter in height from the ground	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
82	N.O.C. for Factories and Establishments where electrical motor capacity exceeds 5 H.P. and above	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
83	N.O.C. for shipyards and workshops	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
84	N.O.C. for tank farms of petroleum products	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
85	N.O.C. for P.O.L. dispensing outlet	Dy. Director of Fire and Emergency Services	Fifteen days	Director Fire Services.
86	N.O.C. for flammable gas godown/L.P.G. gas godowns;	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
87	N.O.C. for non-dangerous petroleum upto 8,000 ltrs. and LPG/LNG upto 200 kgs. for commercial activities	Divisional Officer	Fifteen days	Dy. Director Fire Services.

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OFFICIAL GAZETTE — GOVT. OF GOA

SERIES II No. 39

24TH DECEMBER, 2015

(1)	(2)	(3)	(4)	(5)
88	N.O.C. for non-dangerous petroleum upto 5,000 ltrs. and LPG/LNG upto 100 kgs. for commercial activities	Assistant Divisional Officer	Fifteen days	Divisional Officer.
89	N.O.C. for storage and use of LPG upto 50 kgs. for commercial activities	Station Fire Officer	Five days	Assistant Divisional Officer.
90	N.O.C. for Shops and Establishment falling under jurisdiction of Village Panchayat	Station Fire Officer	Five days	Assistant Divisional Officer.
91	N.O.C. for Shops and Establishment not covered under jurisdiction of Village Panchayat	Assistant Divisional Officer	Five days	Divisional Officer.
92	N.O.C. for godowns and warehouses (High Hazard)	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
93	N.O.C. for godowns and warehouses (Moderate Hazard)	Dy. Director of Fire and Emergency Services	Fifteen days	Director of Fire and Emergency Services.
94	N.O.C. for godowns and warehouses (Low Hazard)	Divisional Officer	Fifteen days	Dy. Director of Fire and Emergency Services.
95	N.O.C. for public place like exhibition halls, entertainment places, dancing halls, theatres, assembly halls, seaport, airport, railway station, bus stations, stadium, etc.	Director of Fire and Emergency Services	Fifteen days	Additional/ Special Secretary (Home).
96	N.O.C. for Video Cinema Houses	Assistant Divisional Officer	Fifteen days	Divisional Officer.
97	N.O.C. for educational and institutional places	Dy. Director of Fire and Emergency Services	Fifteen days	Director of Fire and Emergency Services.
98	N.O.C. for restaurants and bakeries, eating house where the seating capacity does not exceed 100 persons	Divisional Officer	Ten days	Dy. Director of Fire and Emergency Services.
99	N.O.C. for Lodging Houses and Hotels under non-classified category less than fifteen mtrs. in height having up to 25 rooms	Divisional Officer	Ten days	Dy. Director of Fire and Emergency Services.
100	N.O.C. for restaurants and bakeries, eating house where the seating capacity does not exceed 50 persons	Assistant Divisional Officer	Ten days	Divisional Officer.
101	N.O.C. for restaurants and eating house where the seating capacity does not exceed 20 persons	Fire Officer	Ten days	Assistant Divisional Officer.
102	N.O.C. for Lodging Houses and Hotels under non-classified category less than fifteen mtrs. in height having up to fifteen rooms	Assistant Divisional Officer	Ten days	Divisional Officer.
103	N.O.C. for temporary shacks under Tourist Trade Act	Assistant Divisional Officer	Ten days	Divisional Officer.
104	N.O.C. for Scrap Yards under Goa Waste (Scrap) Recycling Unit Scheme, 2010	Divisional Officer	Ten days	Dy. Director of Fire and Emergency Services.
105	N. O. C. for Printing, Composing, Binding etc. where Linotype or other allied machines are used such as Mono-type wherein the process of meeting and casting is involved or using above 10 horse power of motor	Assistant Divisional Officer	Ten days	Divisional Officer.

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OFFICIAL GAZETTE — GOVT. OF GOA

SERIES II No. 39

24TH DECEMBER, 2015

(1)	(2)	(3)	(4)	(5)
106	N.O.C. for storing, dumping, curing, cleansing etc. of cycle tyres and tubes above 500	Assistant Divisional Officer	ten days	Divisional Officer.
107	N.O.C. for steam engines and boilers to construct or establish any factory workshop or work place in which it is proposed to employ steam power, water power or other mechanical power or electrical power	Assistant Divisional Officer	ten days	Divisional Officer.
108	N.O.C. for storage places of flammable and hazardous goods	Director of Fire and Emergency Services	Fifteen days	Additional Secretary (Home).
109	N.O.C. for hotel under 3 & 4 starred category as per National Building Code of India, 2005, Part 4 (Fire and Life Safety)	Dy. Director (Fire)	Ten days	Director Fire Services.
110	N.O.C. for Storing and/or Selling of Fire Works more than 25 Kgs. and up to 50 Kgs. under Explosive Act, 1884 and Rules, 1983	Divisional Officer	Ten days	Dy. Director Fire Services.
111	N.O.C. for Storing and/or Selling of Fire Works upto 25 Kgs. under Explosive Act, 1884 and Rules, 1983	Assistant Divisional Officer	Ten days	Divisional Officer.
112	Issue of fire report in cases where loss of property assessed more than Rs. 20.00 lakhs	Director of Fire and Emergency Services	Ten days	Additional/ Special Secretary (Home).
113	Issue of fire report in cases where loss of property assessed more than Rs. 10.00 lakhs but less than 20 lakhs	Dy. Director of Fire	Ten days	Director, Fire Services.
114	Issue of fire report in cases where loss of property assessed more than Rs. 5.00 lakhs but less than 10 lakhs	Divisional Officer	Ten days	Dy. Director Fire Services.
115	Issue of fire report in cases where loss of property assessed more than Rs. 1.00 lakh but less than 5 lakhs	Assistant Divisional Officer	Ten days	Divisional Officer.
116	Issue of fire report in cases where loss of property assessed more than 1 lakh	Station Fire Officer	Ten days	Assistant Divisional Officer.

**K-Department of Industries**

*Goa Industrial Development Corporation*

**a. Allotment of Plots and Galas:**

117	Fixing of meeting of Screening Committee	Chief General Manager of IDC	Within Thirty days from the last date of application	Managing Director of Goa Industrial Development Corporation.
118	Communication of the decision about the offer of allotment of plot when the area is less than 1200 sq. mts. and galas 100 sq. mts.	Managing Director	Fifteen days from the date of receipt of report of Screening Committee	Managing Director of Goa Industrial Development Corporation.
119	Communication of the decision to the applicant about the offer of allotment of plot when the area is more than 1200 sq. mts. and galas 200. sq. mts.	Managing Director	Fifteen days from the date for approval granted by the Board (Date of confirmed Minutes of Meeting is received)	Secretary (Industries).

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## F. Step by Step Procedure

**1) Step by Step Procedure of online system:** Detailed step by step procedure is highlighted in the table below from the point of registration to approval. It may be kindly further noted that the 36 public services which are notified by the Government and the power to deliver each public services have been given to the designated officer of various ranks i.e. Director, Dy. Director (Fire), Divisional Officer, Asst. Divisional Officer, Station Fire Officer

#	Action by User Type	Stages/Steps	Time taken for approval	Fees Applicable
<b>Stage 1 – Issuance of Initial NOC</b>				
1.	User / Investor	Registers on the State Single Window Portal i.e., Goa online	--	--
2.		Logs in to the Single window	--	--
3.		Navigates to Services – Ease of Doing Business – searches for Fire & Emergency - Applies to Fire NOC	--	--
4.		Applicants select the type of trade/establishment for which the NOC is required out of 36 listed categories.		
5.		Fills up the application form	--	--
6.		Uploads desired documents as mentioned in section D of this document	--	--
7.	Single Window System	System generates an acknowledgement number which is further used for tracking by the user/investor	Real time	--
8.		System triggers an email and SMS to the user/investor with the acknowledgement number.	Real time	--
9.	Department	<i>Note:</i> All the 36 types of services are mapped to either designated officer based on the gravity of the application type. The application is marked to concerned designated	--	--



#	Action by User Type	Stages/Steps	Time taken for approval	Fees Applicable
		officer to verify the application and reflects on its dashboard.		
10.		Designated Officer verifies the application and if the application is complete in all aspects, the application is marked for site inspection or else marked back to the applicant to comply to the shortfall.	--	--
11.		If complied, designated officer schedules an inspection date.		
12.	Single Window System	System triggers and email and SMS to the user / investor with inspection date and time.	Real time	--
13.	Department	Designated Officer conducts the site inspection and uploads the site inspection report along with recommendation for fire protection measures.		
14.	Single Window System	System intimates the investor via SMS and Email about the site inspection report.	Real time	--
15.	User / Investor	User / Investor goes through the recommendation and uploads an undertaking to comply to the recommendation provided for fire safety measures.	--	--
16.	Single Window System	Designated Officer is notified once the undertaking is uploaded by the investor through SMS and Email.	Real time	--
17.	Department	Designated Officer verifies the undertaking provided by the applicant and if found okay marks the application for issuance of initial NOC or sends it back to applicant again to comply.		



#	Action by User Type	Stages/Steps	Time taken for approval	Fees Applicable
18.		Designated Officer issues the Initial NOC.	5 - 15 working days	
19.	Single Window System	System notifies the user/ investor through SMS and EMAIL	Real time	
20.	User / Investor	User downloads the Initial NOC from the State single window system.		
<b>Stage 2 – Issuance of Final NOC</b>				
21.	User / Investor	As a continuation to the previous application, upon completion of construction, User/ Investor applies for Final NOC in Form F replicated in the online system		
22.	Single Window System	System generates an acknowledgement number	Real time	
23.		System triggers an email and SMS to the user/investor with the acknowledgement number		
24.	Department	The application is reflected on the concerned officer's dashboard.		
25.		Designated Officer verifies the application and upon successful verification, application is marked for inspection or sent back to user / investor for compliance.		
26.		The designated officer schedules the inspection date and time.		
27.	Single Window System	System notifies the user / investor about the inspection date and time through SMS and Email.	Real time	
28.	Department	The Designated Officers conduct site inspection and uploads the inspection report / outcome of the inspection on the online system and		



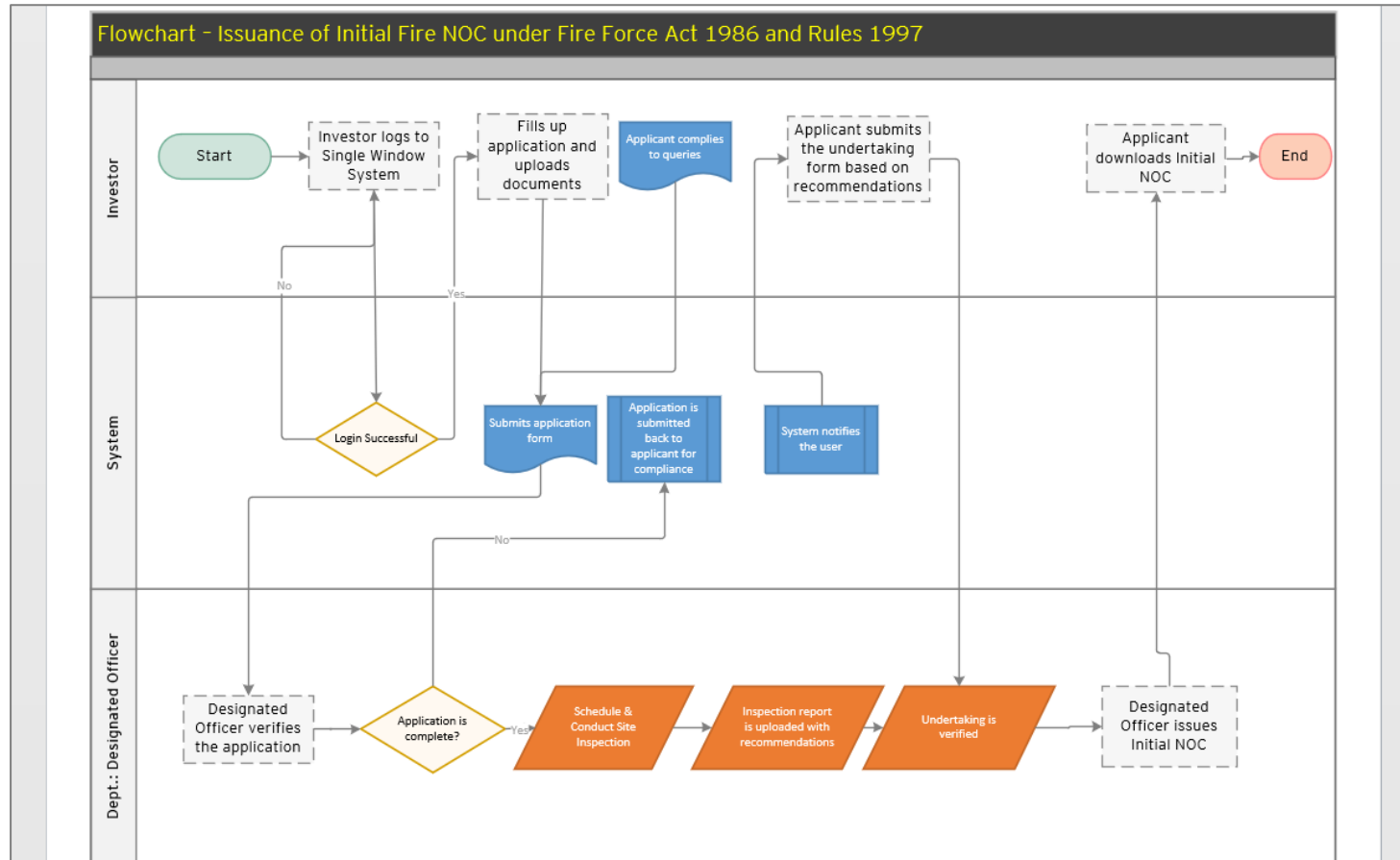
#	Action by User Type	Stages/Steps	Time taken for approval	Fees Applicable
		upload recommendation if any. If the Outcome of the Inspection is satisfactory the Application is directly marked for the payment		
29.	Single Window System	System intimates the investor via SMS and Email about the site inspection report.	Real time	
30.	User / Investor	User / Investor goes through the recommendation and uploads the compliance.		
31.	Single Window System	Designated officer is notified once the compliance is uploaded by the investor through SMS and Email.	Real time	
32.	Department	Designated officer verifies the compliance and re-inspect the premises and if found okay the application is marked for the payment for necessary remittance of payment.		
33.	Single Window System	System calculates the payment based on the defined rates per sq. mt. and notifies the applicant for payment through SMS and Email.	Real time	As applicable as mentioned in Section D.
34.	User / Investor	User / Investor makes the online payment.		
35.	Single Window System	System notifies the concerned officer about the online payment through SMS and Email.	Real time	
36.	Department	Designated officer verifies the payment.		
37.		Designated officer issues the Final NOC.	5 - 15 working days	
38.	Single Window System	System notifies the user/ investor through SMS and EMAIL	Real time	



#	Action by User Type	Stages/Steps	Time taken for approval	Fees Applicable
39.	User / Investor	User downloads the Final NOC from the State single window system.		

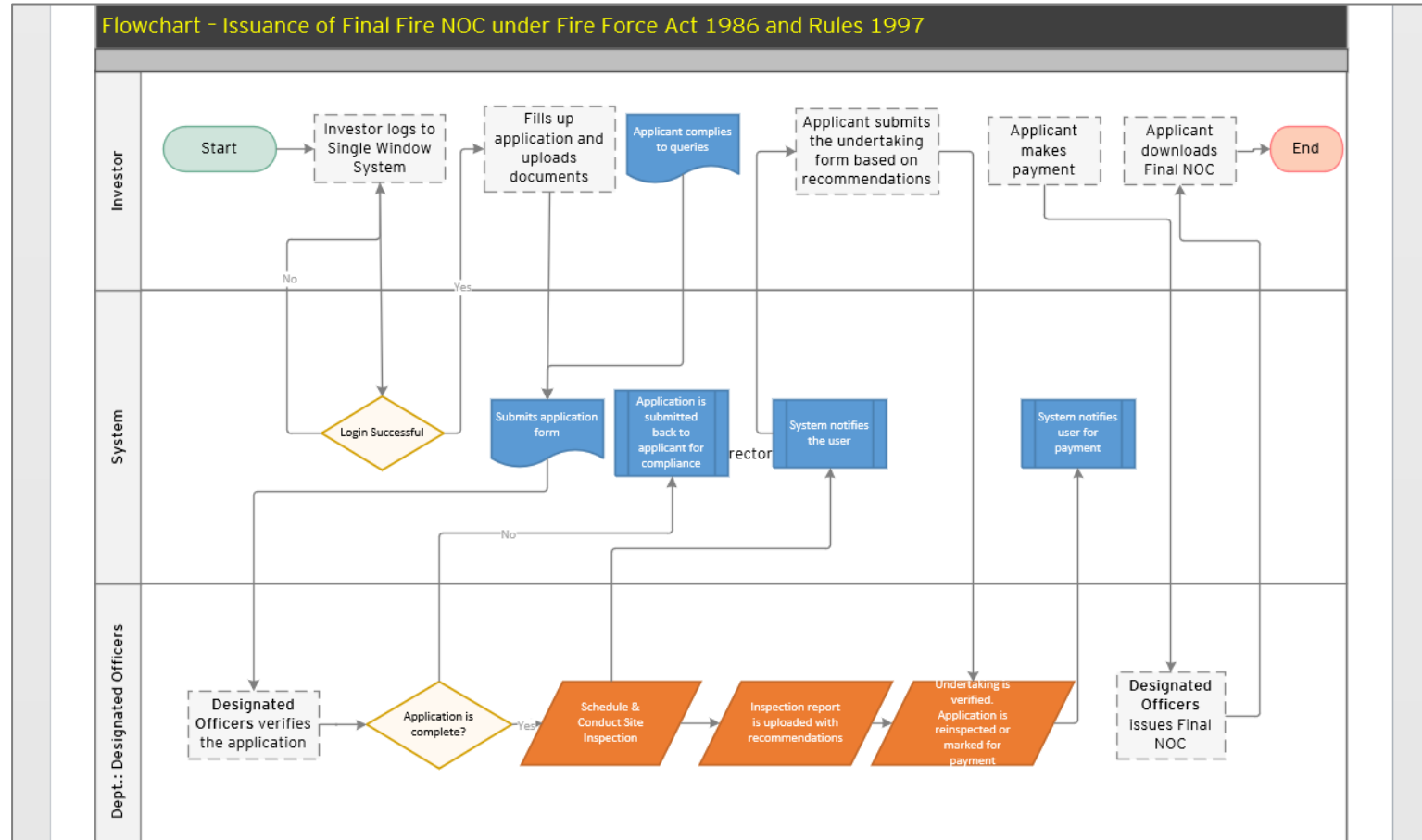


## 2) Process Flow: Initial NOC





**Process Flow: Final NOC**





**Additional Remarks:** The procedural steps indicated above is uniform for all types of establishments, irrespective of size of firm, business location or type of investor (Foreign or Domestic).