

Annexure-1

APPLICATION FOR CNG RETROFITMENT Centre (RFC)

1. Name of the Workshop/ firm:-
2. Complete address:-
3. Weekly off. If any:-
4. Name of the applicant (In Block Letter)
& his status in the firm:-
5. Area (Sq. yd.) of workshop premises :
6. If application is for three , four or more wheelers
then does the workshop has opening of more than
15 feet and length of 40 feet or it has lesser measurements?
Please write exact measurements:
7. If application is for two wheelers only then does
the workshop has opening of more than
10 feet and length of 30 feet or it has lesser
Measurements? Please write exact measurements:
8. Area of office, reception, waiting lounge and store etc:
(The workshop and the office, reception, store etc should
be in the same premises)
9. Complete details of tools to install CNG kit and kit maintenance. :-

(a) Details of CNG fitment tools:

Sr.	Description	make	Nos.
1	Two Post Lift/Ramp		
2	Electric Hand drill machine and HSS drill bits		
3	Tube bender		
4	Tube cutter		
5	Deburring tool for tube		
6	Set of "D" Ring an box spanners		
7	Set of screw driver (both flat and star)		
8	Set of Allen keys		
9	HSS hand saw		
10	Crimping tool for electrical cable termination		
11	Soap bubble bottle		
12	Set of letter and number punch		
13	Exhaust analyser / smoke meter		
14	Timing Gun		

15	Filler gauge		
16	Measurement tape		
17	Air compressor		
18	Flame proof inspection light		
19	Vernier Caliper		
20	Multimeter/Digital volt Ohm Meter		
21	CNG pressure Gauge having specification to measure 0-5 PSI, 0-10 PSI & 0-160 PSI pressure		

(b) Firefighting equipment:

Sr. No.	Description	Make	Nos.
01	Dry Chemical Powder (DCP) type- minimum two nos. of 5Kg.		
02	CO2 type fire extinguisher – minimum 1 number of 5Kg with ISI mark		
03	Fire buckets filled with sand-2 buckets		

10. Copy of Tie-up with any authorized Pollution checking centre to check vehicle fitted with CNG Kit to be enclosed:

11. Authorization letter from kit manufacture/dealer/supplier with specified kit name and copies of Testing agency approval and approval of operation branch of Transport department, Delhi. (Both approvals to be self attested by manufacturer/ supplier of CNG kit);

12. Category for which authorization is sought:

- a.) Diesel driven vehicles to CNG mode.
- b.) Petrol driven Two wheelers vehicles to CNG mode
- c) Petrol driven three/four or more wheeler vehicles to CNG mode

13. Complete details of staff employed :-

14. Particulars of personal proposed/employed as authorized for fitment of CNG kit fitment.

(i) Name

(ii) Age

(iii) Technical Qualifications

(Attach self attested copies of technical qualification)

(iv) Whether person has two years of experience (

Enclose self declaration of the technical personnel):

(v) Whether person trained by kit manufacture/dealer/ Supplier (Enclose training certificate)

15. Whether premises are owned/leased agreement/rent agreement: -
(Enclose self Attested Ownership documents /rent receipt/lease deed/rent deed).
16. The applicant should also accompany the following documents in addition to the documents mentioned in the application format:-
 - a.) Undertaking confirming conditions as per annexure IV, AIS 024 (point 7 to 8.3 of AIS-024) **Annexure-2**
 - b.) Undertaking that premises are situated in commercial or industrial area
 - c.) Undertaking from technician that he is a regular employee of firm and have experience of more than two years as per **Annexure-3.**
17. Proof that electricity connection is non domestic.
18. Lay out of the premises.

Signature of the Applicant

Other instructions/ relevant documents to be submitted along with application:

1. Application must be made on the letterhead of the firm.
2. Applicant must be either by the Proprietor/Partner/Director/Managing Director as per the constitution of the firm.
3. Photographs showing external and internal views of the premises & tools.
4. All the enclosures/documents should be self attested by applicant.