

# **Procedure and Checklist for Online application for the No Objection Certificate (N.O.C) from Department of Fire Services**

**Department of Fire Services  
Government of Himachal Pradesh**





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## Online application for the No Objection Certificate (N.O.C) for fire safety from Department of Fire Services

### a) Checklist

- 1) A copy of approved drawings of the building.
- 2) Whether the property is own/rented/leased. (documentary proof)
- 3) A copy of previous N.O.C. (in case of renewal)
- 4)
  - i) Explosive Certificates of CO2 Extinguishers.
  - ii) Hydraulic Pressure Test (HPT) report of all type of Fire Extinguishers along with certificate of manufacturing year for old extinguishers.
  - iii) A copy of proof of mfg. year of fire extinguisher.
- iv) Detail of portable fire extinguishers showing location, manufacturing date, refilling date, Explosive number/Serial number, make and HPT etc.

### b) Procedure/ Service Delivery Process

**Step-1:** Applicant first apply through the Departmental Website i.e. <http://himachal.nic.in/fireservices> or Single Window Clearance System (<https://www.emerginghimachal.hp.gov.in/>).

**Step-2:** Applicant needs to get registered by providing email and mobile number. Registered applicant will fill the Form-"A" online through Single Window System.

**Step-3:** Once application i.e. Form-"A" is submitted online it will be reflected in the official website of the Fire Station In-charge concerned.

**Step-4:** Application will be dealt at Fire Station level by the In-charge Fire Station and if found in order, the Fire Officer/In-charge will get its printout for carry out the inspection of concerned premises.

**Step-5:** After inspection, if Fire & Life Safety measures provided in the premises are found satisfactory then the In-charge/Fire Officer will submit the report on Form-"B" to the Fire Prevention Officer, Fire Hdqrs. Shimla.

**Step-6:** If the Fire Prevention Officer found the report in order, he will submit the case to the Chief Fire Officer, H.P. for issuing of NOC.

**Step-7:** The Chief Fire Officer, H.P. shall approve/reject the NOC.

**Step-8:** Applicant can download the final approved recommendation/rejection of "No Objection Certificate"(NOC) from the online portal or can take print out.



## c) Fees

No fee is charged for Fire license/ NOC

## d) Timelines

Timelines for the service delivery (30 days) are mandated under the Himachal Pradesh Public Service Guarantee Act, 2011. Notification can be accessed by following the link

[https://himachal.nic.in/WriteReadData/1892s/171\\_1892s/PSG-27559349.pdf](https://himachal.nic.in/WriteReadData/1892s/171_1892s/PSG-27559349.pdf)