



USER MANUAL

Fire License/ NoC

Department of Fire Services

Homepage URL:

<https://hppcb.nic.in/>

<http://hpocmms.nic.in/>



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1. Checklist and Applicable Fee

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.

Fees

No fee is charged for Fire license/ NOC



2. Online Submission of Application

Step 1: Please Visit URL http://himachal.nic.in/index.php?lang=1&dpt_id=171 and click on ‘Apply for Online issuance of NOC from HP Department of Fire Services’ as shown below.

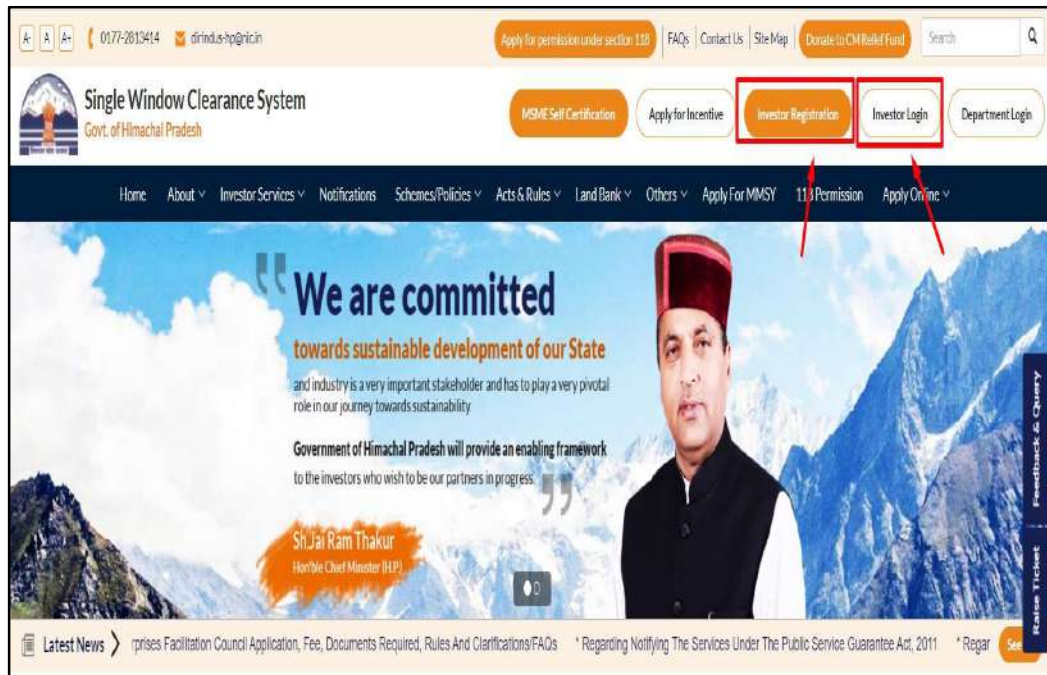
The screenshot shows the homepage of the Himachal Pradesh Department of Fire Services. The header includes the department's name and logo. Below the header is a navigation menu with links for Home, About Us, RTI, Sitemap, Downloads, Contact Us, and Feedback. A search bar is located on the right side. The main content area features a large image of fire trucks and firefighters, followed by a welcome message and contact information for the Fire Control Room in Shimla. A red box highlights the link 'Apply for Online NOC from Fire Services Department' with a red arrow pointing to it. The footer includes a visitor count and logos for the Chief Electoral Officer and the Election Commission of India.

Step-2: The following webpage will appear. Click on ‘Apply for Online issuance of NOC from Fire Services’ as shown below.

The screenshot shows the 'Apply for Online NOC from Fire Services Department' page. The header includes the department's name and logo. Below the header is a navigation menu with links for Home, About Us, RTI, Sitemap, Downloads, Contact Us, and Feedback. A search bar is located on the right side. The main content area features a large image of fire trucks and firefighters, followed by a welcome message and contact information for the Fire Control Room in Shimla. A red box highlights the link 'Apply for Online NOC from Fire Services Department' with a red arrow pointing to it. The footer includes a visitor count and logos for the Chief Electoral Officer and the Election Commission of India.



Step-3: On click, applicant will be redirected to the SW system where the new users can register, and registered users can login.



User can also access by following the link directly:

<https://emerginghimachal.hp.gov.in/>

Step-4a: User can register by filling the information below:

Investor Registration

Email ID *

Mobile Number *

Choose Password *

Re-Type Password *

Personal Information

First Name *

Last Name *

Address *

zeturkj Get a new code

Please enter the letters as they are shown in the image above *

(Letters are not case-sensitive)



Step-4b: User can login by entering their Login ID and Password:

Investor Login

IUID/Email ID *

Password *

puzbpj Get a new code

Please enter the letters as they are shown in the image Above *

(Letters are not case-sensitive)

[Forgot Password?](#) [Resend Activation Mail](#)

LOGIN

Step-5: Following page is displayed after login. User may hover over to the “Fire” Tab on the left column. User may click here to proceed:

Single Window Vikrant Chandel -

HOME

GENERAL

- Know Your Approvals
- Grievance
- Apply for Project/Approval (Industries)
- Apply for Project Approval (Other)
- MSME Self Certification
- Apply for 11B Permission
- Fire**
- PCB
- Weights and Measures
- HP Ground Water Authority
- UD & TGP
- Incentive

0 Incomplete Applications

0 Pending Applications

0 Forwarded Applications

0 Approved Applications

0 Rejected Applications

CAF Applications

Description For Pending Applications



Step-6: User may click on “Apply” under “NOC for fire Department (prior to commencement of construction activities)”

S.No	Application Name	Department Name	Action
1	NOC for Fire Department (prior to commencement of construction activities)	Fire	Apply
2	S.I.R (Sight Inspection Report) for Fire Department (prior to commencement of construction activities)	Fire	Apply

Step-7: User will be displayed the form once the user clicks on the “Apply” tab. User needs to fill the form:

Application Form For Getting N.O.C (i.e Pre-Establishment N.O.C)

Step 1: Application Form | Step 2: Checklist | Step 3: Payment | Step 4: Declaration

Details of Authorized Coordinator/Person

UID *	11055075	Name *	Vikrant Chandel
Corresponding Address *	Udyog Bhawan, Shimla	Pin Code *	* Pin Code
Designation *	Designation	Email *	vikrantchandel.ey@gmail.com
Telephone *	Mobile Number	Mobile *	7807500006

General

Name of Fire Division/Home Guard Battalion *	10th Battalion Hamirpur	Name of Fire Station *	FP Sujampur
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Enterprise Details

Enterprise Name *	* name	Corresponding Address *	* Corresponding Address
Location of the Building *	Location of the Building	City/Town *	City/Town
District *	Please Select District	Pin Code *	* Pin Code
Type of Construction *	Type of Construction		



Details of M.D./Managing Partner/CEO/Lead Promoter/Proprietor

Full Name *	<input type="text" value="Full Name"/>	Designation *	<input type="text" value="Designation"/>
Mobile Number *	<input type="text" value="Mobile Number"/>	Telephone *	<input type="text" value="Telephone"/>
Email *	<input type="text" value="Email"/>	Category *	<input type="text" value="Category"/>

Others

Site/Location *	<input type="text" value="Site/Location"/>	Type of Occupancy/Project to be constructed (Hotel/Industry/School etc.) *	<input type="text" value="Type of Occupancy/Project to be constructed (Hotel/Industry)"/>
Whether the Fire and Life Safety measures/norms laid down in N.B.C. Part-IV shall be adopted during construction? *			
--Please Select-- <input type="button" value="v"/>			

Plots Details

Plot Area (Sq mtrs) *	<input type="text" value="Plot Area (Sq mtrs)"/>	Covered Area (at ground level in Sq mtrs) *	<input type="text" value="Covered Area (at ground level in Sq mtrs)"/>
Total Covered Area (sq mtrs) *	<input type="text" value="Total Covered Area (sq mtrs)"/>	Height of building (mtrs) *	<input type="text" value="Height of building (mtrs)"/>
Nos of floor *	<input type="text" value="Nos of floor"/>		

Business Details

Type of Business *	<input type="text" value="Type of Business"/>	No. of the Workers/Officials *	<input type="text" value="No. of the Workers/Officials"/>
Mode and Type of Production *	<input type="text" value="Mode and Type of Production"/>	Detail of insurance, if any *	<input type="text" value="Detail of insurance, if any"/>
List of raw material *	<input type="text" value="List of raw material"/>	Name of finished product *	<input type="text" value="Name of finished product"/>
Electrical wiring system *	<input type="text" value="Electrical wiring system"/>	Sanctioned electrical load *	<input type="text" value="Sanctioned electrical load"/>
Distance from nearest Fire Station (in Kms) *	<input type="text" value="Distance from nearest Fire Station (in Kms)"/>	Whether Fresh NOC or Renewal *	<input type="radio"/> Fresh <input type="radio"/> Renewal



Details of First Aid Fire Fighting equipment/extinguishers already installed within the premises

[+ Add New](#)

Type of Extinguishers *	Capacity	Qty	Make	Serial No.	Year of Mfg.	Purchase Date	Remarks	Delete
Type of Extingu	Cap	Qty	com	Seri	Yes	Purchase Date	Remarks	<input type="button" value="X"/>

Fixed Fire Fighting Installation

Yard Hydrants/Landing Valve *	<input type="radio"/> Yes <input type="radio"/> No	Down comer *	<input type="radio"/> Yes <input type="radio"/> No
Automatic Sprinkler system *	<input type="radio"/> Yes <input type="radio"/> No	Manually operated Electric Fire Alarm System *	<input type="radio"/> Yes <input type="radio"/> No
Delivery Hoses *	<input type="radio"/> Yes <input type="radio"/> No	Riser *	<input type="radio"/> Yes <input type="radio"/> No
Hose Reel *	<input type="radio"/> Yes <input type="radio"/> No	Automatic Detection and Alarm System *	<input type="radio"/> Yes <input type="radio"/> No
Deluge valves & Monitors etc. *	<input type="radio"/> Yes <input type="radio"/> No	Emergency Branch etc *	<input type="radio"/> Yes <input type="radio"/> No

Water Supply System Details

Under Ground Static Water Storage Tank with capacity *	<input type="text" value="Under Ground Static Water Storage Tank *"/>	Terrace Tank with Capacity *	<input type="text" value="* Terrace Tank with Capacity"/>
Water Source *	<input type="text" value="Water Source"/>		
Pump capacity in LPM: *			
A) Pump House at Ground Level:			
Main Pump *	<input type="text"/>	Jockey Pump *	<input type="text"/>
		Stand by Pump *	<input type="text"/>
B) Pump at Terrace Level *			

Other Details

Details of Safety Equipments, if any i.e. Protective Suits, Entry Suit, B.A. Set etc.: *

Whether the workers/other staff are well conversant with the operation of first aid fire fighting equipments installed in the premises? * Yes No

Detail of flammable and hazardous materials alongwith Physical and Chemical data *

Whether P.A. System is installed? * Yes No

Other Information *

Additional Details

Apply to the Office *

[Save & Next](#)



Step-8: User fill the above listed form and clicks on “**Save and Next**”. Thereafter the following page is displayed where the user will upload the documents:

The screenshot shows a web interface for document upload. At the top, there is a progress bar with four steps: Step 1 (Application Form), Step 2 (Declaration), Step 3 (Payment), and Step 4 (Document). Below the progress bar, there is a green header with the text "File uploaded successfully". Underneath, there is a "Checklist" section with a sub-header "File Upload". The main section is titled "Upload Documents" and contains a table with the following columns: Document Type, File Type, Document Size, Document Status, and Action.

Document Type	File Type	Document Size	Document Status	Action
Copy Of Approved Drawing	img.pdf	application/pdf	1-2000	Remove
Chartered/Registered Property Proof	application/pdf	1-2000 Kb	Select file	Upload
Photo/Video	application/pdf	1-2000 Kb	Select file	Upload
Estimate/Rate Certificate Of Civil Fire Equipments	application/pdf	1-2000 Kb	Select file	Upload
Copy Of Proof Of Manufacturing Year Of Fire Equipments	application/pdf	1-2000 Kb	Select file	Upload
Copy Of Certificate	application/pdf	1-2000 Kb	Select file	Upload

At the bottom left, there are "Back" and "Submit" buttons.

Step-9: After uploading the required documents, user is supposed to accept declaration that all the information provided by him/ her are correct.

The screenshot shows a web interface for a declaration. The breadcrumb "Home > Declaration" is at the top. Below it, there is a "Declaration" section with a heading "DECLARATION". The text reads: "It is certified that the information provided in this form, is correct. No information has been concealed, misrepresented or falsified. I understand that in the event of any wrong information provided in this form the N.O.C. (i.e. Pre-Establishment N.O.C.) is liable to be withdrawn/cancelled by the Fire Services." Below the text, there is a "Place" field and a "Date: 23-11-2020" field. There is a checkbox labeled "I Accept" which is checked. At the bottom, there is a "Submit" button with a green checkmark.



3. Tracking status of application

Step-10: Submission id being reflected after the application has been successfully submitted. User can **track the status of application** as highlighted below:

The screenshot shows a dashboard with status filters: Incomplete (0), Pending (1), Forwarded (0), Approved (0), and Rejected (0). Below the filters, a notification bar states: "Application has been submitted to Fire Department. Submission ID: 21565". A table below lists the application details:

ID	Application	Department	Status	Download	EO Letter	Print	Payment Receipt
21565	Fire NDC	Fire	Pending			Print	Receipt

On clicking on “Application ID” user can get the event wise information:

The screenshot shows a "Single Window" interface with a "Timeline" section. The timeline includes the following events:

- Monday, 23-11-2020**: Fire Officer - Application is Pending With Fire Officer
- Monday, 23-11-2020**: Investor - Investor has submitted the application to the department

Change of Status to “Approved” once the application is approved by the authority.



4. Downloading the Final Signed Certificate

Step-11: User can download the final certificate form “Download” tab highlighted below:

The screenshot shows the 'Single Window Clearance System' dashboard. On the left is a navigation menu with options like 'HOME', 'GENERAL', 'Know Your Approvals', 'Grievance', and 'Apply for Project Approval'. The main area displays 'CAF Applications' with a table of pending applications. The table has columns for ID, Application, Department, Status, and Download. One application with ID 21330 and status 'Approved' has a 'Download' button highlighted with a red box.

ID	Application	Department	Status	Download
21330	Fire NOC	Fire	Approved	Download

Single Window Clearance System
Directorate of Industries(DOI)
Govt. of Himachal Pradesh

DIRECTORATE OF FIRE SERVICES HIMACHAL PRADESH SHIMLA-2

NO OBJECTION CERTIFICATE

TO WHOM IT MAY CONCERN

That the premises of [redacted] Solan HP. was inspected on 2020-11-10 with reference to his application No. App/11/10/20/8/331 dated 2020-11-10 14:12:30 by the incharge Fire Station FS Parwanoo with regard to measures adopted for protection against fire and it has been reported/recommended.

That the First Aid Fire Fighting measures adopted by the above applicant at his premises were found satisfactory at the time of inspection. Hence, No Objection Certificate is issued/ renewed for two years w.e.f. 12/11/2020 to 11/11/2022 subject to fulfilment of the following conditions:-

1. That each individual working on the above premises must be trained to handle/operate fire fighting equipment/system installed therein.
2. That it shall be the responsibility of the above named applicant to maintain the fire fighting equipment/system in perfect running condition, failing which this certificate shall be treated as cancelled.
3. Mock Drill shall be conducted in accordance with fire safety plan atleast once in every three months and written record shall be kept in the premises for the inspection of fire services.
4. Good House keeping must be maintained within the premises.

Remarks: Adequate Fire precautionary measures be adopted in consultation with local Fire Officer during annual day function or any other function where temporary structures and Pandals are to be erected.

Aesharma

[Digitally Signed 12-11-2020 15:18:22]
Chief Fire Officer,
Himachal Pradesh Shimla-2

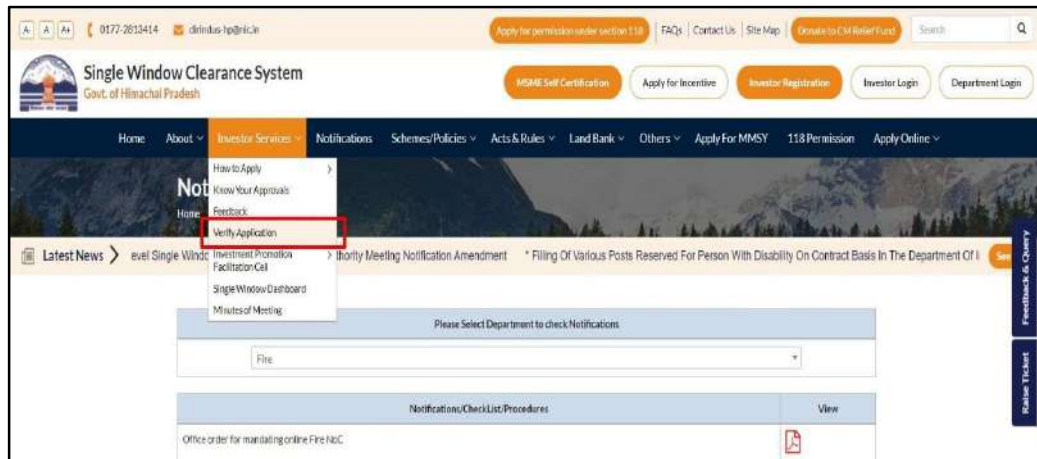
Place: Shimla
Dated: 2020-11-12

System Generated Application: Printed Date Time: 2020-11-12 15:17:22 Page Number: 1/7

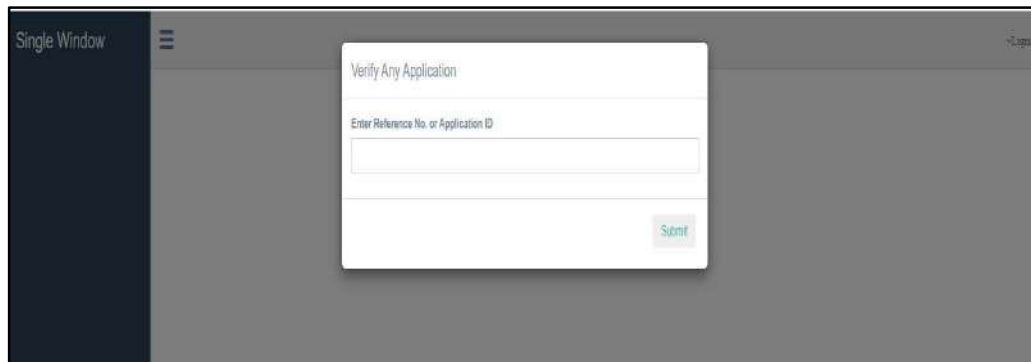


5. Third Party Verification

Step-12: User/ Third party can also verify/ check the status of application without login. Visit the website <https://emerginghamchal.hp.gov.in/>. Hover over to “Investor services” and click on verify application.



User/ Third party needs to submit the “Reference No./ Application ID”



Status of application is displayed. User/ third party can verify the application in public domain.

