

Terms and Conditions for applying for new license/registration to set up WBI unit

- 1) Application is to be submitted in 'online mode' only on the website of forest department i.e. www.haryanaforest.gov.in. (The concerned IP address is <http://164.100.137.122>). Applicant can also approach the office of Divisional Forest Officer in the concerned District and take the help of authorities in submitting the application in online mode. In case of any difficulty or inconvenience in submitting the application form in online mode, the applicant can contact the office of Divisional Forest Officer of the concerned district (Telephone numbers of Divisional Forest Officers are available on the website of Forest Department or the office of Member Secretary, State Level Committee, WBI, Haryana (0172-2560118))
- 2) Applicant should have completed 18 years of age as on the last date of submission of applications i.e. 30/09/2021.
- 3) There are ten categories of wood based industries under which applicant can apply for new license/registration. These categories are- 1) Saw Mill, 2) Veneer Mill, 3) Plywood Unit, 4) MDF/HDF Board Unit, 5) Particle Board Unit, 6) MDF/HDF & Particle Board Unit, 7) Katha Unit, 8) Standalone Chipper, 9) Standalone Slicer and 10) Standalone Press.
- 4) Since machinery in each category of WBI is directly linked with consumption of wood, SLC has decided to rationalize the number of various machinery under each category and minimum and maximum number of various machinery under each category for which applicant can apply would be as follows:-

Name of Category	Mini. No of Machinery	Max. No of Machinery	Remarks
Saw Mill	one HBS or one VBS	one HBS and one VBS or two VBS	
Veneer Mill	one peeler of 48 inches or one peeler of 96 inches or one peeler of 108 inches + one VBS	two peeler of 48 inches or one peeler of 96 inches or one peeler of 108 inches + one VBS	Applicant can apply for Slicer additionally
Plywood Unit	one peeler of 48 inches + two VBS + one press with size and number of daylight of applicant's choice	one peeler of 48 inches + four VBS + two presses with size and number of daylight of applicant's choice	Applicant can opt for Chipper additionally Additional one-time payment of 60000 per daylight after 10 daylight
MDF/HDF Board Unit	Not applicable	Not applicable	
Particle Board Unit	Not applicable	Not applicable	
MDF/HDF & Particle Board Unit	Not applicable	Not applicable	
Katha Unit	One VBS and one chipper (1 Ton)	One VBS and one chipper (3 Ton)	
Standalone Chipper	one chipper of one ton capacity	one chipper of 5 ton capacity	
Standalone Slicer	One 4 feet slicer	One 8 or 9 feet slicer	
Standalone Press	One press with size and number of daylight as per applicant's choice	Two presses with size and number of daylight as per applicant's choice	Additional one time payment of 60000 per daylight if using more than 10 daylight

48

- 5) Only one application can be submitted in each category per applicant who will be one legal entity. The legal entity includes Individual, Sole Proprietorship Firm, Partnership Firm, Association of Persons (AOP), Hindu Undivided Family (HUF), Pvt. Ltd. Company, Public Limited Company, Government Department or Undertaking and Limited Liability Partnership (LLP). If an applicant wants to apply for license in more than one category, then such application has to be submitted separately for each category. In case the applicant becomes successful in more than one category, then he will be eligible to get only one license in the category of his choice.
- 6) If the applications received under each category are more than the available number of licenses then a draw of lots will be conducted for such category of WBI. In any case if the applicant has become successful to get license in more than one category either through draw of lots or otherwise, he or she would get only one license in the category of his choice.
- 7) It has been decided by the SLC, WBI, Haryana that under the categories Standalone Chipper, Standalone Slicer and Standalone Press only registration of the applicant unit will be done and the license will not be issued in such categories. They will be required to pay the applicable one-time payment relevant to the category and fulfill all other relevant terms and conditions.
- 8) As per the amendments notified in Wood Based Industries (Establishment & Regulation) Guidelines 2016, the SLC has decided that following units will not require license and will be issued registration only.
 - a. Industries/Processing plants operating with a band saw, re saw or circular saw up to 30 centimeter diameter.
 - b. Industries/Processing plants not using round logs of domestic origin.
 - c. Industries/Processing plants using round logs of only those species which have been notified as agricultural produce in state of Haryana or exempted from the regime of felling and transit regulations as applicable in state of Haryana.

However, these units will have to pay the applicable one-time payment relevant to the category and fulfill all other relevant terms & conditions.

- 9) Applicant has to deposit 20% of the amount of 'One Time Payment' being charged in each category of WBI in the form of 'Earnest Money'. In addition to Earnest Money, each applicant has to pay a non refundable, non adjustable Processing Fee and License/Registration Fee. Payment of one time payment amount/earnest money/ Processing Fee/License or Registration Fee can be made in online mode using the payment gateway facility. Alternatively payment can be made by submitting challan and depositing the required amount at the branches of Andhra Bank (now Union Bank of India) and State Bank of India. Payment through NEFT/RTGS/IMPS will not be entertained. The 'One Time Payment' amount and the amount of processing fee or all the categories is as given below:-

Name of Category	One Time Payment Amount (in Rs)	Earnest Money to be deposited along with application (in Rs)	Processing Fee Non refundable and non adjustable (in Rs)	Remarks
Saw Mill VBS per unit	20000	4000	5000	Processing fee will be charged per saw unit
Saw Mill HBS per unit	200000	40000		
Veneer Mill	600000*	120000	10000	*For 4 feet peeler. Additional one time payment and earnest money applicable if slicer is applied

Plywood Unit	1500000	300000	20000	Applicant can opt for Chipper additionally. One time payment and earnest money for Chipper will be applicable.
MDF/HDF Board Unit	3000000	600000	200000	
Particle Board Unit	2000000	400000	200000	
MDF/HDF & Particle Board Unit	5000000	1000000	200000	
Katha Unit	300000	60000	5000	
Standalone Chipper	300000	60000	5000	
Standalone Slicer	600000*	120000	5000	*For 8 feet or less slicer
Standalone Press	600000	120000	5000	Additional one time payment of 60000 per daylight after 10 daylights

License Fee/Registration Fee will be charged as per the following criteria:-

Category of Unit	License Fee/Registration Fee (in Rs.)
Tiny Wood Based Industries having an investment on plant and machinery not exceeding ten lacs rupees.	5000
Small scale Wood Based Industries having an investment on plant & machinery exceeding ten lacs rupees but not exceeding one crore rupees.	25000
Large and medium scale Wood Based Industries having an investment on plant & machinery exceeding one crore rupees.	½% of the cost of plants and machinery subject to a minimum of Rs. 75000

- 10) Similarly, SLC, WBI, Haryana has also decided that since under a Plywood Unit, the press is not the primary consumer of wood, there will be no restriction on the number of daylights in a press and applicant can apply for the desired number of daylights in a press with the only condition that additional daylight beyond 10 daylights would entail an additional one time payment fee of Rs 60000 per additional daylight. In Standalone Press also beyond 10 daylights, applicant will have to pay Rs 60000 for each additional daylight as one time payment. Applicants applying under Plywood Unit category will have the option of applying for one chipper along with the other machinery with the condition that they will have to deposit the earnest money applicable for chipper unit.
- 11) On being successful to receive a license either through draw of lots or otherwise, the applicant will be issued a 'Letter of Offer'. Each successful applicant on receipt of a letter of offer has to deposit the remaining 80% amount of one time payment applicable to the relevant category of WBI along with a 'Letter of Acceptance' within a period of one month from the date of issue of 'Letter of Offer'. The prescribed proforma for letter of acceptance will be provided along with the Letter of Offer. Upon receipt of the 'Letter of Acceptance' and the remaining 80% of One Time Payment, the License will be issued within 30 working days.

- 12) If upon receiving a letter of offer the applicant does not want to accept the offer, then the earnest money deposited for the category in which the applicant is being offered a license will be forfeited and no refund will be made. If the acceptance letter from the applicant whom Letter of Offer has been issued is not received within the prescribed **one month period** then it will be construed as refusal of offer by the applicant for which he will only be responsible.
- 13) In case of successful applicants in more than one category either through draw of lots or otherwise or through both, he or she has to retain only one license in the category of his choice. In such cases earnest money deposited in categories other than the retained one will be refunded without interest.
- 14) Each successful applicant who will be offered a license to establish a WBI unit shall not be eligible to transfer the Letter of Offer or the 'actual license issued', before the expiry of five years period from the date of issue of such Letter of Offer except in the event of inheritance or division of business or by depositing 50% of onetime payment as transfer fee.
- 15) Each applicant has to give an undertaking in the application form that he or she will comply with all the laws/rules/decisions relevant to the establishment and operation of WBI unit and all the directions issued by SLC, WBI Haryana, other government authorities and the courts including the officers authorized by the SLC as per WBI (Establishment and Regulation) Guidelines, 2016.


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