

**APPLICATION FOR POLLUTION CHECKING CENTRE FOR  
DIESEL DRIVEN VEHICLES**

- 1. Name of the Service Station/Workshop with complete address**
- 2. Weekly off**
- 3. Name of the applicant (In Block Letter) & his status in the firm**
- 4. Area (metre x metre) of premises:-**

**Workshop**

- (a) Covered area for repair of vehicle and no. of repair bays**
- (b) Open area for checking the vehicle & number of vehicles, which can be parked**

**Petrol Pump**

- (a) Category (Filling Station/Two & Three wheeler/Filling cum Service Station)**
  - (b) Total Area (metre x metre)**
- 5. Complete details of equipment/tools for vehicle maintenance and fuel pump calibration.**

**6. Details of Pollution Checking Equipment**

- (a) Approved make of smokemeter (with RS 232 port and wherever RS-232 port is not built in, a suitable adapter to convert Analog signal to Digital signal)**
- (b) Computer having minimum configuration:**

**Processor - Pentium-III, 20 GB - Hard Disc Drive, 42 X - CD Drive, 64 MB – RAM, 1.44 MB Floppy Drive, Zip Drive, 14” Colour Monitor, Key Board, Mouse, Two USB Ports, Two Serial Ports, one parallel/printer port and licensed copy of**

**windows 98 / 2000 / Me / XP.**

- (c) Web Camera (preferably cordless)**
- (d) Printer – Inkjet Printer with colour cartridge**
- (e) Uninterrupted power supply (UPS)**
- (e) Software as per guidelines of Transport Department.**

**Please specify whether above-mentioned equipments have been already procured or are proposed to be purchased (enclose self-attested copies of invoice / performa invoice as applicable).**

- 7. Enclose concerned Smoke meter's approval certificate from ARAI.**
- 8. Whether AMC contract for smokemeter and other equipment taken (enclose self attested details)**
- 9. Category of diesel vehicle for which authorisation is sought (enclose self-attested vehicle manufacturer's authorisation / retail outlet allotment letter from Oil Company as applicable).**
- 10. Complete details of staff employed in different cadres**
- 11. Particulars of proposed 'Authorised Signatory':**
  - (i) Name (ii) Age (iii) Educational & Technical Qualifications (attach attested copies of qualification) (iv) Training Certificate (enclose training certificate issued by manufacturer/dealer)**
- 12. Whether premises are owned/leased/rented (enclose self-attested ownership documents/rent receipt/lease deed)**
- 13. NOC from vehicle Manufacturer/oil Company to function as a PCC.  
(Enclose self-attested vehicle manufacturer's authorisation/retail outlet**

allotment letter from Oil Company as applicable)

14. Details of Demand Draft for authorisation fee of Rs. 5000/- in favour of Commissioner (Transport), Delhi
15. Any other relevant information.

Signature of the Applicant

---

#### INSTRUCTIONS

1. Application must be made on the letterhead of the firm.
2. Applicant must be either Proprietor /Partner/Director /Managing Director as per the constitution of the firm.
3. The applicant should also accompany the following documents in addition to the documents mentioned in the application format:-
  - I) Affidavit (on Rs.10/- non-judicial paper) confirming terms and conditions of authorisation.
  - II) Photographs showing external and internal views of the premises.
  - III) NOC as at Sl. No. 13
  - IV) Authorisation fee (as at Sl. No.14).
  - V) 3 photographs (Passport size) of employee proposed as authorised signatory attested by employer.
  - VI) Employment proof of the proposed authorised signatory in prescribed format
4. All the enclosures /document attached should be attested by the Applicant.

**TERMS & CONDITIONS FOR AUTHORISED POLLUTION CHECKING CENTRE (DIESEL)**

I \_\_\_\_\_ (Name of the Applicant) S/o. Sh. \_\_\_\_\_ R/o. \_\_\_\_\_, do hereby solemnly affirm and declare that I am the Prop./Partner of M/s. (Firm Name) \_\_\_\_\_ situated at \_\_\_\_\_ and that the said firm shall confirm to the following terms and conditions for performing pollution checks on **diesel** vehicles. The specific purpose for which the centre is being authorised by the Transport Department, Govt. of Delhi: -

1. The authorised pollution checking centre (herein after referred as Centre) shall display banners / display boards / hoardings prominently for public view as per specimen given by the department.
2. The Centre will set up cabin (of minimum size of 2.5 meter long, 2 meter wide and 2 meter high) for placing the smokemeter and computer hardware. There shall be sufficient space for the operator to move inside the cabin. The cubicle shall be appropriately designed to protect the system from heat, direct sunlight and rain and should be properly ventilated.
3. The Centre shall deploy an authorised signatory for pollution checking trained by instrument manufacturer at the time of initial appointment and subsequent refresher training as directed by PCD of Transport Department. The authorised pollution-checking signatory shall have minimum qualification of ITI in Motor Mechanic/Auto Engg. /Scooter Mech. /Diesel Mech. or its equivalent and should be in regular employment of the concerned Centre.
4. The Centre shall takes prior approval of the Transport Department in respect of authorised pollution checking personnel to check and issue Pollution Under Control Certificate (herein after referred to as PUCC). They shall also submit to the Pollution Control Division exact signatures of proposed authorised signatory duly attested in prescribed performa. The functions of checking pollution levels and issue of PUCC shall be performed only by the authorised signatory.
5. The Centre shall have all the requisite licenses and permissions from local and other authorities.
6. The Centre shall procure and use only that make of smokemeter, which is approved by the Ministry of Road Transport, Govt. of India. The Centre shall also procure and use Computer, Web Camera, Inkjet printer and other accessories. The Centre shall subject the same for inspection/approval by the Transport Department to ensure proper functioning.
7. The Centre shall have an Annual Maintenance Contract (AMC) for smokemeter and other equipment like Computer, printer, Web Camera etc. with its manufacturer or its authorised dealer. The Centre will ensure that

the pollution checking equipment is regularly serviced and calibrated and record of the same is maintained in a register.

8. The Centre shall scrupulously observe testing procedure for pollution checking in accordance with equipment operation manual and guidelines issued by Transport Department.
9. The Centre shall charge Rs.60/- (Rs. Sixty) only for pollution checking and issue of PUC.
10. The Centre shall perform pollution checking of only those types of vehicles for which it has been authorised. The PUC shall be issued only for those vehicles, which confirm to the procedure and standard prescribed under rule 115(2) of CMV Rules, 1989.
11. The Centre shall issue the PUC strictly as per the sample and manner given by the Transport Department along with the photograph of rear number plate of vehicle captured by a web camera. None of the entries in the PUC would be made manually except the signature of authorised signatory.
12. The Centre shall maintain the counterfoils of PUC for a minimum period of one year and detailed pollution checking record (in the register form) for a minimum period of five years.
13. The Centre shall periodically submit 'daily checking record, monthly report and other information relating to pollution checking to the Transport Department in the format, manner and periodicity as prescribed by it.
14. If at any stage it is found that the centre is violating the terms and condition as prescribed by the department or indulging any unlawful activity or the smokemeter or other equipments are not functioning properly, the inspecting staff of Transport Department may suspend the pollution checking activities of the Centre.
15. The Centre shall always remain open to permit inspection by the inspection staff of Transport Department so as to ensure proper facilities to the customers.
16. The Centre shall render prescribed fee to the Transport Department for grant/renewal of authorisation by the prescribed date. It shall also render prescribed penalty in cases of late payment.
17. The authority for grant, renewal and cancellation of authorisation to function as PCC shall solely vest with the Transport Department, Govt. of Delhi.
18. The Centre will agree to indemnify the Transport Department, Govt. of Delhi against any claims, damage or loss whatsoever by reason of any breach of Centre's obligation.
19. The Centre will upgrade / replace its pollution checking equipment, if so directed by the Transport Department or State Govt. or Central Govt. so as to comply with the revised tail pipe emission norms and / or procedure of their measurement..
20. Once the authorisation of the Pollution Checking Centre is cancelled, the

same would be barred for a period of one year from the date of cancellation from applying for re-authorisation as authorised Pollution Checking Centre.

21. The owner(S) of the cancelled Centre is(are) not given authorisation before the expiry of the barred period, even if he/they applies/apply for such authorisation at some other location/place which is also owned by him/them or rented, leased etc.
22. Such cancelled centre is/are not given authorisation before the expiry of the barred period, at the same place, if application is made in some other applicant name(s).
23. The Centre would meet all the conditions of eligibility criteria and shall continue to fulfill said conditions during the period of authorisation by Transport Department

DEPONENT

VERIFICATION: -

Verified at Delhi on this \_\_\_\_\_ that the contents of the above affidavit are true and correct to the best of my knowledge and that nothing has been cancelled therefrom.

DEPONENT