

**Annexure-1**  
**APPLICATION FOR CNG RETROFITMENT**

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. Whether workshop has opening of more than 15 feet or it is lesser:
  7. Whether workshop has length of more than 40 feet or it is lesser:
  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		
	Filler gauge		
	Measurement tape		

	Air compressor		
	Flame proof inspection light		
	Vernier Caliper		
	Multimeter/Digital volt Ohm Meter		
	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		

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

7. 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)

8. Category for which authorization is sought. :-

- a.) Diesel driven vehicles to CNG mode.
- b.) Petrol driven vehicles to CNG mode

9. Complete details of staff employed. :-

- a) 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)

10. Whether premises are owned/leased agreement/rent agreement: - (Enclose self Attested Ownership documents/rent receipt/lease deed/rent deed).
11. 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**.
12. Proof that electricity connection is non domestic.
13. 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.