



കേരള ഗസറ്റ് KERALA GAZETTE

അസാധാരണം EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
PUBLISHED BY AUTHORITY

വാല്യം 10 Vol. X	തിരുവനന്തപുരം, വെള്ളി Thiruvananthapuram, Friday	2021 ഫെബ്രുവരി 12 12th February 2021 1196 മകരം 30 30th Makaram 1196 1942 മാഘം 23 23rd Magha 1942	നമ്പർ No.	727
---------------------	---	---	--------------	-----

GOVERNMENT OF KERALA Forest and Wildlife (B) Department

NOTIFICATION

G.O.(P)No.2/2021/F&WLD.

Dated, Thiruvananthapuram, 12th February, 2021
30th Makaram 1196
23rd Magha, 1942.

S. R. O. No. 162/2021

In exercise of the powers conferred by sections 39 and 76 of the Kerala Forest Act, 1961 (4 of 1962) and the supersession of the rules issued by notification under G.O.(P) No. 51/2012/F&WLD dated 19th April, 2012 and published as S.R.O. No. 269/2012 in



the Kerala Gazette Extraordinary No. 805 dated 19th April, 2012, the Government of Kerala hereby make the following rules, namely:–

RULES

1. *Short title, extent and commencement.*– (1) These rules may be called the Kerala Forest (Regulation of Sawmills and Other Wood-based Industrial Units) Rules, 2021.

(2) They shall come into force at once.

2. *Definitions.*– (1) In these rules, unless the context otherwise requires,–

- (a) “Act” means the Kerala Forest Act, 1961 (Act 4 of 1962);
- (b) “Appellate Authority” means the Appellate Authority under sub-rule (2) of rule 18;
- (c) "Authorised Officer" means a Forest Officer authorized by the Government of Kerala under sub-rule (2) of rule 3;
- (d) "Central Empowered Committee " means the Committee constituted by the Supreme Court of India in accordance with its order dated the 9th May, 2002 and 9th September, 2002 in Writ Petitions No. 202 of 1995 and 171 of 1996;
- (e) “Form” means a form appended to these rules;
- (f) “furniture unit” means plants and machinery and the premises including the precincts thereof in which or in any part thereof wood based finished products are manufactured using sawn timber, cane, bamboo, reed, plywood or any other wood based product, except a round log, outsourced from licensed wood based industrial unit or other legitimate sources and operating without a band saw or re-saw or circular saw of more than thirty centimetre diameter;
- (g) “Government” means Government of Kerala;
- (h) “Industrial estate” means area notified by either the State or the Government of India for establishment of wood based industrial units;
- (i) “Imported wood” means wood imported from outside the country under a valid licence for the purpose issued by a competent authority under the Government of India;
- (j) “licence” means a licence granted under these rules; (and includes the licences granted under the Kerala Forest (Regulation of Sawmills and Other Wood-Based



Industrial Units) Rules, 2012 and the Kerala Forest (Regulation of Sawmills and Other Wood-Based Industrial Units) Amendment Rules, 2015;

- (k) “licence fee” means the fee paid for the grant of a licence and for the renewal of the same;
- (l) “Net Inter-State Import of Timber for Wood based Industrial Unit” means three years moving average of the net quantity of such timber actually imported into the State during the latest three calendar years;
- (m) “One Time Payment” (OTP) means the one-time charge levied for the grant of new licence to the wood based industrial unit which would start after 30th October, 2002;
- (n) "Person" includes any owner of a sawmill or wood-based industrial Unit, his authorized agent, a company, a firm, an association of individuals or a co-operative society registered or deemed to have been registered under the Kerala Co-operative Societies Act, 1969 (21 of 1969);
- (o) “Principal Chief Conservator of Forests” means the Principal Chief Conservator of Forests and Head of Forest Force in the State;
- (p) “round log” means a piece of wood in its natural form, having mid girth of thirty centimetre or more under bark and it includes such round log even after its bark has been removed or its surface has been dressed, manually or by using a band saw or any other machine or equipment to make its cross section square or near square for the purpose of ease in its transportation and/or storage;
- (q) “sawmill”, means plants and machinery in a fixed structure or enclosure, for conversion of round logs into sawn timber;
- (r) “sawn timber” means beams, scantlings, planks, battens and such other product obtained from sawing of a round log;
- (s) “Schedule” means a schedule appended to these rules;
- (t) “small scale wood industries” means an industrial unit for manufacturing furniture using sawn timber obtained from licensed sawmills or other legitimate sources and operating without band saw and resaw above 5 HP and includes the units licensed under Category II of the Kerala Forest (Regulation of Sawmills and Other Wood-based Industrial Units) Rules, 2012 or under Kerala Forest (Regulation of Sawmills and Other Wood-based Industrial Units) Amendment Rules, 2015;



- (u) “State Level Committee” means a Committee constituted by the State under rule 26;
- (v) “Veneer Mill or Plywood Mill” means plants and machinery and the premises in which or in any part thereof, conversion into required size, slicing, peeling, fashioning or seasoning of timber/wood, including preservation and treatment thereof either by mechanical or chemical process with the aid of electrical or mechanical power or manually is carried out;
- (w) “wood based industrial unit” means any industrial unit which processes wood as its raw material.

(2) Words and expressions used but not defined in these rules but defined in the Act shall have the same meaning assigned to them in the Act.

3. Restriction on Establishment of Sawmill and other wood based industrial units.–

- (1) No person shall, after the date of commencement of these rules establish or operate a sawmill or any other wood based industrial unit without obtaining a licence from the Authorised Officer under these Rules.
- (2) The Government may by notification authorize a Forest officer not below the rank of Assistant Conservator of Forests having territorial jurisdiction over the area to be the Authorised Officer for the purpose of these Rules.
- (3) Any person owning or running a sawmill or any other wood based industrial unit on or before 30th October, 2002 who failed to apply for a licence earlier due to inadvertent omission or any other reasonable cause, shall apply for a license under these rules within a period of six months from the date of commencement of these rules.
- (4) The no objection certificate granted by the Central Empowered Committee or the State Level Committee or the licence granted by the Authorised Officer shall be deemed to be a licence granted under these rules till the period of expiry of such no objection certificate, licence as the case may be.
- (5) Licence possessed by any person owning or running a sawmill or any other wood based industrial unit issued from the Forest Department is treated as a valid licence issued under these rules. However such person shall apply for renewal of licence, three months prior to the date of expiry of such licence, in accordance with the provisions under these rules.



- (6) Any person owning or running a sawmill or any other wood based industrial unit with a valid licence from the Forest Department or No Objection Certificate issued by the Central Empowered Committee or the State Level Committee, but the validity of such licence/No Objection Certificate is not mentioned in their licence shall apply for a new licence within a period of six months from the date of commencement of these rules.
- (7) No sawmill or other wood based industrial unit established after 30th October, 2002, except the sawmill or other wood based industrial unit owned by the Government/ Government owned public sector undertakings, or any wood based industrial unit mentioned in Category II and Category IX, shall be granted licence to function within a radial distance of five kilometers from the boundary of any nearest notified forests or protected areas having an extent of and above forty hectares, but excluding roadside/railway side/canal side plantations raised under social forestry scheme.
- (8) In the event of refusal of licence by the Authorised Officer, the applicant may prefer an appeal within thirty days from the date of communication of the order of refusal to the Appellate Authority as provided in sub-rule (1) of rule 18 of these rules. In the event of failure to file appeal within the time shall forthwith stop the operation and wind up the sawmill or the wood based industrial unit with effect from the date of communication of the order of refusal in writing.

4. Restriction on issuance of licence to sawmill and wood based industrial unit within five kilometers from the boundary of forest owned by Government.—

- (1) No Authorised Officer shall grant licence to sawmill and other wood based industrial unit within a radial distance of five kilometers from the boundary of any notified forest or protected areas owned by the Government, except for those saw mills and other wood based industrial units which were established and running on or before 30th October, 2002 and the sawmill and other wood based industrial units exempted under sub-rule (7) of rule 3.
- (2) No Authorised Officer shall grant fresh license to sawmill or other wood based industrial units or allow enhancement of existing licensed capacity, if the State Level Committee has not approved in-principle as provided in rule 27(v).



- (3) Authorised Officer may grant licence to sawmill or other wood based industrial unit in a municipal area or in a corporation area or in an industrial estate irrespective of the aerial distance from the boundary of nearest notified forest or protected area, otherwise satisfied by the Authorised Officer under these rules.
- (4) The Authorised Officer may grant licence to a sawmill or wood based industrial unit which is functioning and existing under a licence issued by the Local Self Government Institution or the licence issued by the Department of Factories and Boilers, Government of Kerala or SSI Registration Certificate issued by the Industries Department of the Government subject to the following conditions, namely:–
- (a) It shall be allowed to continue in the present location only if they satisfy the general and special conditions specified under rule 8 and rule 9 of these rules for grant or renewal of licence;
- (b) It shall adhere to the directions issued from time to time by the Central Empowered Committee or the State Level Committee or the Government;
- (c) It shall be subjected to half-yearly inspection by an officer not below the rank of a Range Forest Officer;
- (d) It shall maintain the registers and documents specified under these rules.

5. *Categories of sawmills and other wood based industrial unit.*–The sawmills and other wood based industrial unit shall, for the grant of licence, be classified into the categories as specified in Schedule A.

6. *Procedure for obtaining licence.*– (1) Any person running a sawmill or wood based industrial unit under a licence issued by the Local Self Government Institution or the licence issued by the Department of Factories and Boilers, or Small Scale Industries Registration Certificate issued by the Industries Department, on or before 30th October, 2002, but who have not obtained forest licence till date, who failed to apply for a licence under the rules existed in this matter within a period of six months from the date of commencement of these rules shall apply to the Authorised Officer concerned in Form No. IA for obtaining a licence under rule 7.



- (2) Any person intending to obtain a licence to establish a new sawmill or other wood based industrial unit after the commencement of these rules shall apply to the Authorised Officer concerned in Form No. 1B for obtaining licence under rule 7.
- (3) An application submitted to the Central Empowered Committee or to the State Level Committee for No Objection Certificate shall be deemed to be an application for licence submitted under sub-rule (1) or sub-rule (2), as the case may be.
- (4) Every application submitted under sub-rule (1) or sub-rule (2) after the date of commencement of these rules shall be accompanied by an application fee as specified for each category in Schedule B along with a notarized copy of licence issued prior to 30th October, 2002 by the Local Self Government Institution or attested copy of Dangerous and Offensive Trade Register prior to 30th October, 2002 maintained by Local Self Government Institution or a notarized copy of the licence issued prior to 30th October, 2002 by the Department of Factories and Boilers or a notarized copy of Small Scale Industries Registration Certificate issued prior to 30th October, 2002 by the Industries Department.
- (5) For licence, the applicant, including those covered under sub-rule (1) and sub-rule (2) of these rules, shall furnish on demand to the Authorised Officer or to the Appellate Authority or to the State Level Committee, as the case may be, any information or records relevant for taking a decision on the application, appeal or application for delay condonation respectively.
- (6) The applicant shall remit the application fee as prescribed in Schedule B through the mode of payment suggested by either the Government or the Authorised Officer in this regard.
- (7) Application for Small Scale Wood Industries shall be submitted in Form No. I D with application fee as specified in Schedule C.

7. *Grant of licence.*—(1) The Authorised Officer shall, on receipt of an application under sub-rule (1) of rule 6, within a period of ninety days from the date of receipt of application, after conducting such enquiries, or causing such enquiries as he thinks fit and calling for additional information or records, if any, required, as the case may be and take decision thereon subject to rules 8 and 9 of these rules.



- (2) The Authorised Officer, on receipt of an application under sub-rule (2) of rule 6, within a period of ninety days from the date of receipt of the application after conducting such enquiries, or causing such enquiries as he thinks fit and calling for additional information or records, if any, required, as the case may be, shall take the decision thereon by issue of licence, if the State Level Committee has conveyed its in-principle approval to such location for such category and the applicant satisfies the conditions specified in rules 8 and 9 for such category or shall reject the application.
- (3) A licence issued pursuant to an application under sub-rule (1) of rule 6 shall be in Form No. II A and that under sub-rule (2) of rule 6 shall be in Form No. II B.
- (4) Where an application under sub-rules (1) or (2) of rule 6 is allowed, the applicant shall pay licence fee and One Time Payment at the rates specified in Schedules C and D.
- (5) The Authorised Officer shall, on receipt of an application under sub-rule (7) of rule 6, within a period of sixty days from the date of receipt of application after conducting such enquiries, or cause such enquires as he thinks fit and calling for additional information or records, if any, required, as the case may be and take the decision thereon subject to rules 8 and 9 of these rules.
- (6) A license issued pursuant to an application under sub-rule (7) of rule 6 shall be in Form No. II D.

8. *General conditions for grant of licence.*— (1) The grant of any licence under these rules shall be subject to the following general conditions, namely:—

- (i) the applicant shall not be a person convicted of any offence punishable under the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or any other enactment relating to protection of environment or conservation of biological diversity or the rules made thereunder;
- (ii) the applicant shall be in lawful possession of the land wherein the sawmill or other wood based industrial unit situates;
- (iii) the sawmill and other wood based industrial unit shall be subjected to periodic inspection, at least once in six months, by any officer not below the rank of a Range Forest Officer;



- (iv) every licensee of such sawmill and other wood based industrial unit shall keep and maintain registers, documents and accounts in Form Nos VIIIA, VIIIB, VIIC and VIID as required by these rules and the electricity bills paid in respect of such unit shall be produced on demand to the Forest Officers for inspection;
- (v) the period of licence granted under these rules shall be five years for all sawmill and other wood based industrial units. The validity of the No Objection Certificate issued by the Central Empowered Committee or by the State Level Committee shall be upto five years from the date of issuance of such No Objection Certificate or till one year from the date of commencement of these rules;
- (vi) the application for renewal of licence shall be submitted at least three months prior to the date of expiry of the licence;
- (vii) the sawmill or other wood based industrial unit shall function in a building having building number issued by the Local Self Government Institution or in a portion thereof;
- (viii) a sawmill or other wood based industrial unit licensed for a particular category shall not be converted into any other category without obtaining a fresh licence;
- (ix) the capacity of sawmill and other wood based industrial unit shall not be enhanced, without prior permission of the Authorised Officer;
- (x) owner of any sawmill or other wood based industrial unit may replace any equivalent machinery or automate such industry without any power enhancement. Provided that the same shall be intimated to the Authorised Officer within a period of thirty days from such replacement or automation as the case may be;
- (xi) the licence of the sawmill or other wood based industrial unit shall not be transferred without the written permission of the Authorised Officer under rule 15;
- (xii) the sawmill and other wood based industrial unit and their premises shall always be made accessible to the Forest Officers for inspection;
- (xiii) the licensee shall not engage in any activity causing health hazard to the local people;



(xiv) the licensee shall not indulge in any activity which will cause any harm to timber wealth or biological diversity of the State;

(2) The sawmill or other wood based industrial unit shall not function without a licence and shall be closed down on the expiry of the period of licence or on cancellation or suspension of such licence.

(3) Provisions in the Air (Prevention and Control of Pollution) Act, 1981 (Central Act 14 of 1981) The Water (Prevention and Control of Pollution) Act, 1974 (Central Act 6 of 1974) and the rules made there under shall be applicable to the units established under these rules.

9. *Special terms and conditions applicable for grant of licence to sawmill and other wood based industrial unit under various categories.*—The licence issued to sawmill and other wood based industrial unit under these rules shall also be subject to the special terms and conditions stipulated here under for various categories specified in Schedule A

(1) *Category - I : Sawmills.*—

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or the licence issued by the Department of Factories and Boilers or Small Scale Industries Registration Certificate issued by the Industries Department shall be eligible for licence, subject to the conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trade & Factories Rules, 1996 attested by the Secretary Local Self Government Institution shall be treated as equivalent to a licence issued by the Local Self Government Institution.
- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as fresh application and will be given licence only after assessing the availability of wood from all sources by the State Level Committee and on satisfaction that adequate quantity of wood for the unit is available, from time to time.
- (iii) A sawmill and a furniture unit that were functioning together in the same premises prior to 30th October, 2002 shall continue as such and in other cases sawmill and other small scale furniture unit shall not be located in the same premises.



- (iv) The State Level Committee is authorized to allow such number of licences in such panchayath/ municipality/ corporation against cancellation of licences.

(2) *Category - II : Small scale wood industries.*—

The small scale wood industries,—

- (i) shall use only sawn timber from licenced saw mills or from other lawful sources;
- (ii) may use bamboos, reeds and canes for the manufacture;
- (iii) shall not use band saw but can use resaw not exceeding the capacity of five Horse Power;
- (iv) shall not convert round logs;
- (v) may use resaw or cross cut saw of and below the capacity of five Horse Power, wood planer machines, lathe special tools, equipments and hand tools for making products;
- (vi) shall submit a notarized undertaking to the effect that he shall abide by all the conditions as above.

(3) *Category - III : Units for manufacturing products such as match splints, match box, pencil slat and photo frame.*—

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the Department of Factories and Boilers or Small Scale Industries Registration Certificate issued by the Industries Department, shall be eligible for licence, subject to conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trade & Factories Rules, 1996 attested by the Secretary Local Self Government Institution shall be treated equivalent to a licence issued by the Local Self Government Institution.
- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as a fresh applicant and will be given licence only after assessing the availability of wood from all sources by the State Level Committee and on satisfaction that adequate quantity of wood for the unit is available, from time to time.



- (iii) The State Level Committee is authorized to allow such number of licences in such panchayath/municipality/corporation against cancellation of the existing licences.

(4) *Category – IV : Wood based industrial unit using all types of wood for manufacturing products such as packing case, block board and tea chest.–*

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the Department of Factories and Boilers or Small Scale Industries Registration Certificate issued by the Industries Department shall be eligible for licence, subject to conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trade and Factories Rules, 1996 attested by the Secretary Local Self Government Institution shall be treated equivalent to a licence issued by the Local Self Government Institution.
- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as a fresh applicant and will be given licence only after assessing the availability of wood from all sources by the State Level Committee and on satisfaction that adequate quantity of wood for this unit is available, from time to time.
- (iii) The State Level Committee is authorized to allow such number of licences in such panchayath/municipality/corporation against cancellation of the existing licences.

(5) *Category-V: Rubber wood based industrial unit for manufacturing products such as packing case, block board and tea chest.–*

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the Department of Factories and Boilers or Small Scale Industries Registration Certificate issued by the Industries Department shall be eligible for licence, subject to the conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trades and Factories Rules, 1996 attested by the Secretary Local Self Government Institution shall be treated equivalent to licence issued by the Local Self Government Institution.



- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as a fresh applicant and will be given licence otherwise eligible.
- (iii) An undertaking shall be given by the applicant that he shall use only rubber wood in the unit.
- (iv) Any contravention to the sub-rule (iii) above, shall lead to the cancellation of such licence.

(6) *Category-VI : Wood based industrial unit using all types of wood for manufacturing products such as veneer, plywood and particle board which are using round log as raw material.*—

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the Department of Factories and Boilers or Small Scale Industries Registration Certificate issued by the Industries Department shall be eligible for licence, subject to conditions satisfied in this regard. Copy of D and O Trade Register maintained under Dangerous and Offensive Trade and Factories Rules, 1996 attested by Secretary Local Self Government Institution shall be treated equivalent to licence issued by the Local Self Government Institution.
- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as fresh application and will be given licence only after assessing the availability of wood from all sources by the State Level Committee and on satisfaction that adequate quantity of wood for this unit is available, from time to time.
- (iii) The State Level Committee is authorized to allow such number of licences in such panchayath/municipality/corporation against cancellation of the existing licences.

(7) *Category-VII : Wood based industrial unit using exclusively rubber wood for manufacturing products such as furniture, veneer, plywood and particle board.*—

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the Department of Factories and Boilers or Small Scale Industries Registration



Certificate issued by the Industries Department shall be eligible for licence, subject to the conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trades and Factories Rules, 1996 attested by Secretary Local Self Government Institution shall be treated equivalent to licence issued by the Local Self Government Institution.

- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as a fresh applicant and licence shall be given otherwise eligible.
- (iii) An undertaking shall be given by the applicant that they shall use only rubber wood in the unit.
- (iv) Any contravention to sub-rule (iii) above, shall lead to the cancellation of such licence.

(8) *Category-VIII: Wood based industrial unit using exclusively imported wood.*—

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the Department of Factories and Boilers or with Small Scale Industries Registration Certificate issued by the Industries Department, shall be eligible for licence, subject to the conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trade and Factories Rules, 1996 attested by the Secretary Local Self Government Institution shall be treated equivalent to licence issued by the Local Self Government Institution.
- (ii) Any unit under this category which started functioning after 30th October, 2002 shall be treated as a fresh application and will be given licence only after producing the documents relating to the source of imported wood by the applicant to the Authorised Officer and on satisfaction that adequate quantity of wood for the unit is available, from time to time.
- (iii) The Authorised Officer shall maintain a separate list of wood based industrial unit working solely on imported wood. The licence to such industries shall specifically stipulate a condition to the effect that such units shall not be allowed to use timber produced in the country. If in future, such units desire to use timber produced in the country on account of abundant availability they shall apply for a fresh licence



to the Authorised Officer to that effect, subject to the in-principle approval of the State Level Committee.

- (iv) The State Level Committee shall ensure that the interests of the units using domestic produces are protected. Licences may be granted by the Authorised Officer for units which operate solely on imported raw materials irrespective of the result of wood availability assessment in the State, treating the application for licence as fresh application.

(9) *Category-IX : Institutions which impart training in wood processing and carpentry.-*

- (i) The units shall function only for imparting training cum facilitation to entrepreneurs and skilled workers in the field of wood processing and carpentry.
- (ii) A certificate from the competent authority in the Department of Education or in the Department of Industries and Commerce or in the Department of Employment and Training or in any other Department in Government with copy of the approved project report shall be produced before the Authorised Officer.
- (iii) Quarterly report on the training conducted with all details of the trainees shall be submitted to the Authorised Officer, who in turn shall submit an annual report to the State Level Committee.
- (iv) Renewal of licence shall be based on the result of inspection and evaluation of performance by the Authorised Officer.
- (v) Where the institution is found to engage in production or marketing of wood based products, other than those incidental to training, such units shall be re-classified into appropriate category based on their activities and end products and shall be subjected to rules and conditions applicable to the changed category, if otherwise eligible.
- (vi) If such units are not eligible for change into any other category, it shall be closed forthwith.

(10) *Category-X: Wood based industrial unit processing coconut palm and/or palmyra wood.-*

- (i) All units under this category which were functioning prior to 30th October, 2002 with a licence from Local Self Government Institution or licence issued by the



Department of Factories and Boilers or Small Scale Industries Registration Certificate issued by the Industries Department shall be eligible for licence, subject to the conditions satisfied in this regard. Copy of D and O Trade Register maintained under the Dangerous and Offensive Trades and Factories Rules, 1996 attested by the Secretary Local Self Government Institution shall be treated equivalent to licence issued by the Local Self Government Institution.

- (ii) Any unit under this category which started functioning after 30th October, 2002 will be given licence otherwise eligible.
- (iii) All units under this category shall use only coconut and/or palmyrah wood; an undertaking shall be provided to that effect.
- (iv) Any contravention to the sub-rule (iii) above, shall lead to the cancellation of such licence.

10. *Renewal of licence.*—(1) An application for renewal of licence shall be made by the licensee in Form No. I C to the Authorised Officer prior to three months from the date of expiry of the validity of licence, along with the application fee specified in Schedule B.

- (2) The Authorised Officer shall follow the procedure specified in these rules and may renew or reject the application for renewal within a period of three months from the date of receipt of the application.
- (3) Where the applicant does not satisfy the conditions required for the renewal of the licence, the Authorised Officer shall within a period of ninety days from the date of receipt of application, reject the application by recording the reasons thereof, after affording the applicant a reasonable opportunity of being heard and such reasons shall be communicated to the applicant in writing.
- (4) An application for renewal may be rejected for any of the following reasons, namely:
 - (i) any statement submitted by the applicant for the renewal of licence is found incorrect or materially false;
 - (ii) the applicant has violated the terms and conditions of the licence;
 - (iii) the applicant has violated any of the provisions of the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972)



or any other enactments relating to protection of environment or conservation of biological diversity or rules made thereunder;

(iv) the applicant fail to comply with the general and special terms and conditions specified in rule 8 and rule 9 of these rules.

- (5) Applications for renewal of licence received after three months from the date of expiry of the period of licence shall be considered only after realizing for each month/or part thereof delay, a late fee of Rs.250/- (Rupees Two hundred and fifty only) for Wood Based Industrial Unit included in Category II, III and IX and Rs.600/- (Rupees Six hundred only) for all other categories.

11. *Procedure for renewal of licence.*— (1) The application for renewal of licence shall be submitted in Form No. I C to the Authorised Officer concerned.

(2) The application under sub-rule (1) shall be accompanied by the fee specified in Schedule B.

(3) The fee for renewal of licence shall be remitted in the Government Treasury by Chalan or by demand draft or by such other mode of remittance approved by the Government.

(4) The Authorised Officer shall make necessary enquiries and inspections or cause such enquiries and inspections to verify the correctness of the facts stated in the application and either renew the license or reject the application for renewal. The renewed license shall be issued in Form No. II C.

(5) The renewed licence granted under sub-rule (5) of rule 10 shall be valid for a period of five years.

12. *Enhancing the capacity of a sawmill or other wood based industrial unit.*— (1) No person shall enhance the capacity of any sawmill or wood based industrial unit without the written permission of the Authorised Officer.

(2) An application for enhancing the capacity of the sawmill or other wood based industrial unit shall be made in Form No. III along with the declaration contained



therein and the application fee specified for the purpose in Schedule B to the Authorised Officer.

- (3) The Authorised Officer shall not allow the application for power enhancement if there is no in-principle approval from State Level Committee for such enhancement on the basis of wood balance study report or cancellation of any such licences in such panchayath/municipality/corporation.
- (4) The Authorised Officer shall, on receipt of an application under sub-rule (2), dispose the application within a period of three months from the date of receipt of the application after conducting such enquiries as he thinks fit and calling for additional information or records, if any, required.

13. *Shifting of a sawmill or other wood based industrial unit.*— (1) No person shall shift the sawmill or other wood based industrial unit to a different building or place without the written permission of the Authorised Officer.

- (2) The application for shifting the sawmill or other wood based industrial unit from one building to another or from one place to other shall be submitted to the Authorised Officer stating the reasons thereof in Form No. IV along with the declaration contained therein and with fee specified for the purpose in Schedule B.
- (3) Where the place to which the sawmill or wood based industrial unit proposed to be shifted is within the jurisdiction of the Division and District, the Authorised Officer shall, after making such enquiry or cause such enquiry as he deems fit, take a decision thereon. The Authorised Officer may allow the application or reject the same after affording the applicant a reasonable opportunity of being heard and reasons for such rejections shall be communicated to the applicant in writing.
- (4) Where the place to which the sawmill or wood based industrial unit proposed to be shifted is outside the jurisdiction of the Authorised Officer, shall forward the application for shifting along with his remarks to the Authorised Officer concerned of the place to which the sawmill or wood based industrial unit proposed to be



shifted. The Authorised Officer, under whose jurisdiction the sawmill or other wood based industrial unit has been proposed to be shifted shall make necessary enquiry or cause such enquiry as he thinks fit and take a decision thereon. The Authorised Officer in whose jurisdiction, the application is to be shifted may allow the application or reject the same, after affording the applicant a reasonable opportunity of being heard and reasons for such rejections shall be communicated to the applicant in writing.

- (5) The Authorised Officer shall not permit inter-district shifting of any sawmill or other wood based industrial unit without prior approval of the State Level Committee.
- (6) The applicant shall produce a No Objection Certificate from the Local Self Government Institution having jurisdiction over the area where the unit has been functioning, along with the application for shifting and shall obtain necessary clearances from the Local Self Government Institutions, Health Authorities and Pollution Control Board of the area where the unit is proposed to be shifted.
- (7) Where the sawmill or other wood based industrial unit is run by a company or a partnership firm, No Objection Certificate shall also be produced from the Registrar of Companies or the Registrar of Firms, as the case may be, with other document along with the application for shifting.

14. *Changing the name and style of a sawmill or other wood based industrial unit.*— (1) No person shall change the name and style of the sawmill or other wood based industrial unit without the written permission of the Authorised Officer.

- (2) The application for changing the name and style of the sawmill or other wood based industrial unit, shall be submitted to the Authorised Officer in Form No. V stating the reasons thereof together with the fee specified for the purpose in Schedule B.
- (3) The Authorised Officer shall, after making such enquiry, or cause such enquiry as he deems fit allow the application or reject the same within sixty days from the date of receipt of it by recording the reasons thereof after affording the applicant a



reasonable opportunity of being heard and reasons for such rejections shall be communicated to the applicant in writing.

- (4) Where the sawmill or the wood based industrial unit is run by a company or a partnership firm the applicant shall produce No Objection Certificate from the Registrar of Companies or the Registrar of Firms, as the case may be, along with the application for changing the name and style.
- (5) The Authorised Officer shall intimate the details of changing the name and style of sawmill or other wood based industrial unit to the State Level Committee on half yearly basis.

15. *Transfer of licence on sale/succession, etc of a sawmill or other wood based industry.-*

(1) The application for transfer of licence of sawmill or other wood based industrial unit shall be submitted to the Authorised Officer in Form No. VI along with the fee specified for the purpose in Schedule B, along with proof of such transfer.

(2) The Authorised Officer shall, after making such enquiry or cause such enquiry as he deems fit, take a decision by recording the reasons thereof after affording the applicant a reasonable opportunity of being heard and reasons for such rejections shall be communicated to the applicant in writing, within sixty days.

(3) Where the sawmill and other wood based industrial unit is run by a company or a partnership firm the applicant shall produce No Objection Certificate from the Registrar of Companies or the Registrar of Firms, as the case may be along with the application for transfer of licence.

(4) Where the transfer of licence is due to inheritance consequent to the demise of the owner, the applicant who proposes to inherit the sawmill or wood based industrial unit shall produce the following documents before the Authorised Officer, along with the application for transfer of license, namely;—

(i) attested copy of the Death Certificate;

(ii) heir-ship Certificate or Succession Certificate issued by the competent authority;



- (iii) duly notarized consent from other legal heirs expressing their willingness for transfer of licence of the sawmill or other wood based industrial unit in favour of the applicant.

16. *Suspension of licence.*—(1) Where the Authorised Officer has reason to believe that the licensee has violated any of the terms and conditions of licence specified in these rules or has committed any offence under the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or the Biological Diversity Act, 2002, (Central Act 18 of 2003), or the rules made thereunder, the Authorised Officer may at his discretion after recording the reasons thereof in writing, suspend the licence.

(2) The order of such suspension shall be communicated to the licensee in writing specifying the reasons thereof and calling for explanation as to why further proceedings for cancellation of the licence shall not be taken against him and such explanation shall be submitted by the licensee within thirty days from the date of receipt of the order of suspension of licence.

(3) Where the explanation offered by the licensee is found satisfactory the Authorised Officer may revoke the order of suspension of licence after getting the defects, if any, rectified and after realizing the fee for restoration of licence specified in Schedule B.

(4) Where the explanation furnished by the licensee is found to be not satisfactory, the Authorised Officer shall take further steps for the cancellation of licence under rule 17.

17. *Cancellation of licence.*—(1) The Authorised Officer may for sufficient and valid reasons to be recorded in writing, cancel the licence granted under these rules, if he is convinced that the licence was obtained by misrepresentation or by suppression of any material fact which otherwise would have disentitled the licensee from obtaining the licence or the licensee has violated any of the terms and conditions of licence.

(2) The Authorised Officer may also cancel any licence issued under these rules on receipt of a report from the State Pollution Control Board to the effect that the unit is causing health hazard to the local people.



- (3) No order of cancellation of licence shall be passed by the Authorised Officer without giving a reasonable opportunity of being heard to the licensee in person and without communicating the reasons for such cancellation in writing to him.
- (4) The licence issued under these rules is also liable to be cancelled if the licensee is found guilty by a court of competent jurisdiction in an offence punishable under the provisions of the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or the Biological Diversity Act, 2002, (Central Act 18 of 2003) or the rules made there under.
- (5) The applicant shall close down the operation of the sawmill or other wood based industrial unit forthwith on receipt of order of cancellation of licence by the Authorised Officer, unless allowed by the Appellate Authority.

18. *Appeal.*—(1) Any person aggrieved by the order of the Authorised Officer may prefer an appeal in Form No. VII before the Appellate Authority within thirty days from the date of communication of such order and the Appellate Authority may consider and dispose of the same within a period of sixty days from the date of receipt of the appeal.

Provided that the Appellate Authority may admit an appeal presented after the expiry of the said period of thirty days if the Appellate Authority is satisfied that the appellant is prevented by sufficient cause from presenting the appeal in time, for a further period of sixty days.

- (2) The Government may by notification, appoint a Forest Officer not below the rank of the Conservator of Forests having territorial jurisdiction over the area and having administrative control over the Authorised Officer as Appellate Authority for the purposes of these rules.
- (3) Fee for preferring any appeal shall be realised at the rates specified in Schedule B.
- (4) The Appellate Authority shall register the appeals received by him in a register to be called the Register of Appeals, which shall be maintained in Form No. IX C.



(5) The Appellate Authority shall have the power to stay the operation of the order of the Authorised Officer against which the appeal has been preferred, till a final order in the appeal is passed.

(6) The Appellate Authority shall, after giving the appellant an opportunity of being heard and after scrutiny of the relevant records, pass an order, within sixty days from the date of receipt of the appeal, confirming, amending or rescinding the orders appealed against, as he deems fit and the order passed shall be final.

19. *Revision.*—The Government may, *suo motu* or on application made to it by the aggrieved person, call for the records of any application/appeal in which an order has been passed by the Appellate Authority and if it appears to the Government that the order is improper or illegal, the Government may pass such order as it deems fit.

20. *Power to close down a sawmill or wood based industrial unit.*—The Authorised Officer shall close down any sawmill or wood based industrial unit which has been found functioning without a valid licence.

21. *Maintenance of Registers.*— (1) A licensee under these rules shall maintain registers in Form No. VIIIA, VIIIB, VIIC and VIID.

(2) The Authorised Officer shall maintain registers in Form No. IXA and IXB in respect of the licenses granted by him.

(3) The Appellate Authority shall maintain register in Form No. IX C in respect of appeals received by him.

(4) The Member Secretary to the State Level Committee shall maintain registers in Form No. XA and XB in respect of the licenses granted by the Authorised Officers.

(5) The State Level Committee shall maintain an online system sufficient to manage the issuance of licence/cancellation of licenses.

(6) The Authorised Officer shall maintain a register in Form No. VIII, for the licences issued in Form No. II D.



22. *Inspection and Verification.*— (1) The State Level Committee or any officer authorized by State Level Committee or any Forest Officer not below the rank of a Range Forest Officer having jurisdiction over the area, may inspect a sawmill or other wood based industrial unit including its premises and verify,

(a) any licence, permit or other documents granted to the licensee and required to be kept by him under the provisions of these rules;

(b) stock of raw materials or sawn timber or manufactured products or processed wood products or any other wood products in the process of manufacturing under control, custody and possession of the licensee whether or not kept in the sawmill or other wood based industrial unit or within its premises;

(c) the machinery or equipments or tools and plants under the control, custody and possession of the licensee whether or not kept in the sawmill or other wood based industrial unit or within its premises;

(d) whether the licensee paid all fees due from the unit as specified in these rules.

(2) The Authorised Officer shall ensure the payment of fee / One Time Payment in respective head of account or in the account opened for One Time Payment.

(3) The Authorised Officer shall send a monthly report to the State Level Committee regarding the payment of various fee specified in these rules and the One Time Payment made through that Division in Form No. XI A.

(4) The Appellate Authority shall send a quarterly report to the State Level Committee regarding the payment with respect to appeals in Form No. XI B.

23. *Production of licence, permit etc. for inspection and verification.*—During the inspection and verification as provided under rule 22 the licensee or his authorized agent, employees and workers shall provide all possible assistance and show all materials, machinery, and produce documents and records under his control, custody or possession, whether kept in the premises or not, as may be required during such inspection and verification.



24. *Exemption for wood based cottage industrial units and ordinary operations of artisans and traditional workers engaged in carpentry including furniture unit.*—Nothing contained in these rules shall apply to the ordinary operations of a wood based cottage industrial unit or charcoal making unit or firewood depot or to artisans or traditional workers engaged in carpentry for making products such as furniture, household articles, curios, farm implements, handicrafts and musical instruments, using sawn timber, cane, bamboo, reed, plywood or any other wood based product, except a round log, outsourced from licensed wood based industrial unit or other proper sources and operating without a band saw or re-saw or circular saw of more than thirty centimeter diameter.

25. *The licensee shall exhibit board.*—Any person owning and running a sawmill or wood based industrial unit with valid licence obtained from the Forest Department shall exhibit a conspicuous board with name and licence number therein of the size 3' x 2'.

26. *Constitution and functions of State Level Committee.*—(1) The Government shall constitute a State Level Committee for performing the functions stipulated in these rules.

(2) The State Level Committee shall consist of the following persons, namely:—

- (a) Principal Chief Conservator of Forests and Head of Forest Force .. Chairman
- (b) A representative of the Ministry of Environment, Forest and .. Member
Climate Change
- (c) A representative of the State Forest Department not below the .. Member
rank of a Conservator of Forests dealing with preparation of
working plans/ working schemes
- (d) Director/Additional Director of the Department of Industries .. Member
- (e) Representative of the Kerala Forest Development Corporation .. Member
- (f) An officer not below the rank of Conservator of Forests working ..Member
in the Forest Headquarters Secretary



- (g) The State Level Committee may co-opt an officer from .. Member Territorial wing of the Forest Department not below the rank of Conservator of Forests and officers from Department of Agriculture and Department of Revenue.

(3) The State Level Committee shall meet once in three months.

(4) The quorum of the State Level Committee meeting shall be at least fifty percent of the permanent members.

(5) State Level Committee will invite one representative from the industry, nominated by the Sawmill Association as a special invitee to each and every meeting of the State Level Committee.

27. Powers and Functions of State Level Committee.—

The State Level Committee also shall have the following functions.

- (i) Assess the availability of timber for sawmills and wood based industrial units in the State for every five years.
- (ii) Assess quantity of different raw material requirement for wood based industrial units which may be sustainably harvested from trees outside forest areas in the State.
- (iii) Assess annual requirement of timber and other forest produce in the domestic markets in the State.
- (iv) Maintain a database of timber and other raw materials utilized by each wood based industrial unit permitted to establish and operate in the State during each financial year.
- (v) Approve appropriate locations for setting up of sawmills and other wood based industrial units and approve such number of sawmills and wood based industrial units which may be considered for grant of fresh license or enhancement of existing licensed capacity, in case the State Level Committee is satisfied that in such locality, sufficient timber is available legally for such number of sawmill or other wood based industrial units.



- (vi) Ensure that the amount lying with the respective State Forest Departments (collected from Wood Based Industrial Unit as OTP) is utilized for the purpose as decided by the State Level Committee.
- (vii) Examine and make appropriate recommendations to the State Government or to the Ministry of Environment, Forest & Climate Change regarding Sawmill and other wood based industrial unit, wood availability in the State, wood consumption etc or any other matter referred by the State Government or the Union Government.

28. *Appeal against the decision of the State Level Committee.*— (1) Any person aggrieved by any decision taken by the State Level Committee may file an appeal before the concerned Regional Office of the Central Government in the Ministry of Environment, Forest and Climate Change seeking appropriate relief within sixty days time.

- (2) If, for any reason, any person is aggrieved by the orders so passed in the appeal, he may prefer an appropriate petition/application/appeal in the High Court having jurisdiction.



SCHEDULE A

(See Rule 5)

Categories of sawmills and other wood based industrial unit

Category I	Sawmills using all types of wood
Category II	Small scale wood industries
Category III	Units for manufacturing products such as match splints, match box, pencil slat and photo frame
Category IV	Wood based industrial unit using all types of wood for manufacturing products such as packing case, block board and tea chest
Category V	Rubber wood based industrial unit for manufacturing products such as packing case, block board and tea chest
Category VI	Wood based industrial unit using all types of wood for manufacturing products such as veneer, plywood and particle board which are using round log as raw material
Category VII	Wood based industrial unit using exclusively rubber wood for manufacturing products such as furniture, veneer, plywood and particle board
Category VIII	Wood based industrial unit using exclusively imported wood
Category IX	Institutions which impart training in wood processing and carpentry
Category X	Wood based industrial unit for processing coconut palm and/or palmyra wood



SCHEDULE B

(See Rule 6(6), 10(1), 11(2), 12(2), 13(2), 14(2) 15(1) 16(3)) and 18(3)

Application fee for obtaining licence/renewal of licence/enhancing capacity/shifting/change in name and style/transfer of licence/restoration of licence after suspension/to prefer an appeal

Sl. No.	Purpose for which application fee is prescribed	Application fee (in Rs)
(1)	(2)	(3)
1	Obtaining licence for the sawmill or other wood based industrial unit	1000.00
2	Renewal of licence of the sawmill or other wood based industrial unit	500.00
3	Enhancing the capacity of the sawmill or other wood based industrial unit	500.00
4	Shifting of the sawmill or other wood based industrial unit	500.00
5	Change in name and style of the sawmill or other wood based industrial unit	500.00
6	Transfer of licence of the sawmill or other wood based industrial unit	1000.00
7	Restoration of licence after suspension	1000.00
8	Fee for filing appeal, if any under Rule 18	1000.00



SCHEDULE C

[See Rule 6 (7) and 7(4)]

Licence fee for a sawmill or other wood based industrial unit

Sl. No.	Category	Amount (per unit) (in Rs)
1	I- Sawmill	2000.00
2	II- Small scale wood industries	1000.00
3	III-Units for manufacturing products such as match splints, match box, pencil slat and photo frame	1000.00
4	IV-Wood based industrial unit using all types of wood for manufacturing products such as packing case, block board and tea chest	2000.00
5	V-Rubber wood based industrial unit for manufacturing products such as packing case, block board and tea chest	3000.00
6	VI-Wood based industrial unit using all types of wood for manufacturing products such as veneer, plywood and particle board which are using round log as raw material	3000.00
7	VII-Wood based industrial unit using exclusively rubber wood for manufacturing products such as furniture, veneer, plywood and particle board	3000.00
8	VIII-Wood based industrial unit using exclusively imported wood	3000.00
9	IX-Institutions which impart training in wood processing and carpentry	1000.00
10	X-Small scale units for processing coconut palm and/or palmyra wood	2000.00



SCHEDULE D

[See Rule 7(4)]

One Time Payment (OTP) for a sawmill or other wood based industrial unit

Sl. No.	Category	Amount (per unit) (in Rs)
1	Category I - Sawmill	50000.00
2	Category II- Small scale wood industries	10000.00
3	Category III-Units for manufacturing products such as match splints, match box, pencil slate and photo frame	10000.00
4	Category IV-Wood based industrial unit using all types of wood for manufacturing products such as packing case, block board and tea chest	50000.00
5	Category V-Rubber wood based industrial unit for manufacturing products such as packing case, block board and tea chest	50000.00
6	Category VI-Wood based industrial unit using all types of wood for manufacturing products such as veneer, plywood and particle board which are using round log as raw material	200000.00/ Press/peeler/ slicer
7	Category VII-Wood based industrial unit using exclusively rubber wood for manufacturing products such as furniture, veneer, plywood and particle board	200000.00/ Press/peeler/ slicer
8	Category VIII-Wood based industrial unit using exclusively imported wood	
	(a) Sawmill	50000.00
	(b) Small scale wood industries match splints, match box, pencil slate and photo frame	10000.00
	(c) Veneer, plywood and particle board	200000.00
9	Category X-Wood based industrial unit processing Coconut palm and/or Palmyra wood	
	(a) Sawmill	50000.00
	(b) Small scale wood industries match splints, match box, pencil slate and photo frame	10000.00
	(c) Veneer, plywood and particle board	200000.00



Form No. I A

[See Rule 6 (1)]

Application for Licence of Sawmill or other wood based industrial unit established on or before 30th October, 2002

1	Applicant:-	Name	:	
		Father's Name	:	
		Date of Birth	:	
		Address	:	
		Phone No:	:	

2	The Unit:-		:	
		Name	:	
		Address	:	
		Phone No	:	
		Location	:	
		Building No.	:	
		Ward/Panchayat	;	
		Corporation/Municipality/Panchayat		
		Division/Ward	:	
		Forest Division/Forest Range	:	

3	Land in which the unit is situated		:	
	Extent	:		
	Survey No.	:		
	Village	:		
	Taluk	:		
	District	:		



4.	Whether any other Sawmill or Wood based industrial unit converting round logs functioning in same compound	:	Yes	No

	Timber selling Depot, if annexed	:	
	Extent	:	
	Survey No:	:	
	Village	:	
	Taluk	:	

5	Nature of ownership ('√' the right column)		
	Proprietary	Partnership	
	Private Company	Co-operative Society	
	Private-public partnership	'Lease'	
	Public Sector undertaking	Others	
* (Copies of documents to be attached)			

6	Type of unit ('√' the right column)	
	Cottage Industry	SSI Unit
	Medium Scale Industrial unit	Large Scale Industrial unit

7	Nature of activity ('√' the right column)		
	(a) Primary processing of logs: i.e. processing of round logs		
	Sawing	Splint and match box	
	Veneering/Peeling	Others	
(b)	Secondary Processing of wood:		
	Carpentry	Pressing drying etc	
	Others		

8	Raw material used ('√' the right column)	
	Rubber wood only	All types of Round logs
	Imported Wood.	Sawn timber from other Wood based industrial unit
	Coconut Palm or/and Palmyra palm	



9	Product (‘√’ right column)		
		Scantlings/Planks	Packing case
		Veneer/Plywood	Splints and Match Box
		Furniture	Others (Specify the Product)
		Block board	

10	a. Whether the applicant is involved in any forest offence or Wildlife offence	:	Yes/No
	b. If Yes, case number	:	

11	Distance from the nearest boundary of government forest to the location of the unit. If more than 5 km then approximate distance is sufficient: KM
	Shortest distance from the nearest boundary of government forest by Road.....KM

12	Whether the unit is presently functioning or not	:	Yes/No
----	--	---	--------

13	(a) Year in which commenced	:	
	(b) Whether licensed on or before 30th October, 2002,	:	
	(c) If licensed, No.& Date of Licence and licensing Authority (*)	:	
	(Copies of the documents to be attached)		

14	Details of machinery			
	(a) Type of machines	(b) Number	(c) Installed Capacity in M³ (annual)	Remarks (machinery details)
	Band SawHP			Existing before 30-10-2002 Installed after 30-10-2002
	Re-sawHP			
	Peeling Machine.....HP			
	Splint making machine.....HP			
	Circular SawHP			
	Carving machineHP			
	Other machinesHP (specify the type)			



15	Electricity Connection.	
	Single Phase/Three Phase	
	Total Connected load KVA	
	Connected load of machine that convert round logs.	
	Electrical Section/Division	
	Date of Electric connection	
(Attach copies of documents)		
16	Whether the unit got S.S.I Registration	Yes / No
	If 'Yes' year of S.S.I Registration	
(Copy of S.S.I Registration Certificate to be attached)		

17	Annual Consumption and source of Wood (Quantity M ³ & Source)	
Type	Forest Depots	Outside forests
Timber other than Rubber & Palm		
Rubber wood		
Coconut/Palmyra Palm wood		
Total		

18	Number of labourers in the unit	:	
----	---------------------------------	---	--

19	Whether the unit is mortgaged to Banks/ Financial institutions etc., if so details.	:	Yes/No.
	If yes, Bank	:	
	Loan Amount	:	
	Term	:	

20	Whether the applicant is a holder of Property Mark Registration Certificate under Kerala Forest Act 1961	:	Yes/No.
	If yes, No.& Date	:	
	Name of Forest Division	:	

21	Other relevant details ** if any (use separate sheet if required)	:	
----	---	---	--



DECLARATION

I do hereby declare that the information given above is true to the best of my knowledge and belief.

22.	Signature and name of the applicant with place and date	:	
-----	---	---	--

* licence means, the licence issued by Local Self Government Institutions or attested copy of Dangerous and Offensive Trade register kept with the Local Self Government Institutions or Licence issued by Department of Factories and Boilers, Government of Kerala or Registration certificate issued by Industries Department, Government of Kerala such as Small Scale Industries are to be reckoned as 'licence'.



Form No. I B

[See Rule 6 (2)]

Application for Licence to Sawmill or Wood based industrial unit (after 30th October, 2002)

1	Applicant:-	Name	:
		Father's Name	:
		Date of Birth	:
		Address	:
		Phone No:	:

2	The Unit:-	Name	:
		Address	:
		Phone No	:
		Location	:
		Building No.	:
		Corporation/Municipality/Panchayat	:
		Division/Ward	:
		Forest Division/Forest Range	:

3	Land in which the unit is situated	Extent	:
		Survey No.	:
		Village	:
		Taluk	:
		District	:



4.	Whether any other Sawmill Wood based industrial unit converting round logs functioning in same compound	:	Yes	No

	Timber selling Depot, if annexed	:	
	Extent	:	
	Survey No:	:	
	Village	:	
	Taluk	:	

5	Nature of ownership ('√' the right column)		
	Proprietary		Partnership
	Private Company		Co-operative Society
	Private-Public partnership		'Lease'
	Public Sector undertaking		others
* (Copies of documents to be attached)			

6	Type of unit (√ the right column)		
	Cottage Industry		SSI Unit
	Medium Scale Industrial unit		Large Scale Industrial unit

7	Nature of activity ('√' the right column)		
(a)	Primary processing of logs: i.e. processing of round logs		
	Sawing		Splint & match box
	Veneering/Peeling		Others
(b)	Secondary Processing of wood:		
	Carpentry		Pressing drying etc
	Others		

8	Raw material used ('√' the right column)		
	Rubber wood only		All types of Round logs
	Imported Wood.		Sawn timber from other Wood based industrial unit
	Coconut Palm or/and Palmyra palm		



9	Product (‘√’ right column)		
		Scantlings/Planks	Packing case
		Veneer/Plywood	Splints & Match Box
		Furniture	Others (Specify the Product)
		Block board	

10	(a) Whether the applicant is involved in any forest offence or Wildlife offence	:	Yes/No
	(b) If Yes, case number	:	

11	Distance from the nearest boundary of government forest to the location of the unit. If much more than 5 km then approximate distance is sufficient:.....KM
	Shortest distance from the nearest boundary of government forest by Road.....KM

12	Whether the unit is presently functioning or not	:	Yes/No
----	--	---	--------

13	(a) Year in which commenced	:	(a)
	(b) Whether license after 30th October, 2002,	:	(b)
	(c) If licensed, No.& Date of Licence and licensing Authority	:	(c)

* (Copies of the documents to be attached)

14	Details of machinery		
	(a) Type of machines	(b) Number	(c) Installed Capacity in M³ (annual)
	Re-sawHP (Below 5 HP)		
	Circular SawHP		
	Carving machineHP		
	Other machines HP (specify the type)		
15	Whether the unit got S.S.I Registration	Yes / No	
	If 'Yes' year of S.S.I Registration		
* (Copy of S.S.I Registration Certificate to be attached)			



16	Annual Consumption and source of Sawn Material (Quantity M ³ & Source)		
	Type		
	Sawn Timber other than Rubber & Palm		
	Sawn Timber from Rubber wood		
	Sawn Timber Coconut/Palmyra Palm wood		
	Total		

17	Number of labourers in the unit	:	
----	---------------------------------	---	--

18	Whether the buildings and machines are ready in the case of proposed units.	:	Yes/No
----	---	---	--------

19	Whether the unit is mortgaged to Banks/ Financial institutions etc., if so details.	:	Yes/No.
	If yes, Bank	:	
	Loan Amount	:	
	Term	:	

20	Whether the applicant is a holder of Property Mark Registration Certificate under Kerala Forest Act 1961	:	Yes/No.
	If yes, No.& Date	:	
	Name of Forest Division	:	

21	Other relevant details ** if any (use separate sheet if required)	:	
22.	D.D. No. and date/details of other mode of remittance of OTP, if any, made previously (enclose copies of documents)	:	

DECLARATION

I do hereby declare that the information given above is true to the best of my knowledge and belief.

23.	Signature and name of the applicant with place and date	:	
-----	---	---	--

* licence means, the licence issued by Local Self Government Institutions or attested Copy of Dangerous and Offensive Trade register kept with the Local Self Government Institutions or Licence issued by Department of Factories and Boilers, Government of Kerala or Registration certificate issued by Industries Department, Government of Kerala such as Small Scale Industries are to be reckoned as 'licence'.



Form No. I C

[See Rule 10 (1) 11(1)]

Application for Renewal of licence of Sawmill or other Wood based industrial unit

1	Licence No:	Date of Issue:	Date of Expiry:
2	Applicant:- Name	:	
	Father's Name	:	
	Date of Birth	:	
	Address	:	
	Phone No:	:	

3	The Unit:-	:	
	Name	:	
	Address	:	
	Phone No	:	
	Location	:	
	Building No.	:	
	Corporation/Municipality/Panchayat	:	
	Division/Ward	:	
	Forest Division/Forest Range	:	

4	Land in which the unit is situated	:	
	Extent	:	
	Survey No.	:	
	Village	:	
	Taluk	:	
	District	:	



5	Nature of activity ('√' the right column)			
(a)	Primary processing of logs: i.e. processing of round logs			
	Sawing		Splint & match box	
	Veneering/Peeling		Others	
(b)	Secondary Processing of wood:			
	Carpentry		Pressing, drying etc	
	Others			

6	Raw material used ('√' the right column)		
	Rubber wood only		All types of round logs.
	Imported Wood		Sawn timber from other licensed units
	Coconut/Palmyra Palm wood		

7	a. Whether the applicant is involved in any forest offence or Wildlife offence	:	Yes/No
	b. If Yes, case number	:	

8	Whether the unit is presently functioning or not	:	Yes/No
---	--	---	--------

9	Details of machinery		
	(a) Type of machines	(b) Number	(c) Installed Capacity in M³ (annual)
	Band SawHP		
	Re-sawHP		
	Peeling Machine.....HP		
	Splint making machine.....HP		
	Circular SawHP		
	Carving machineHP		
	Other machines HP (specify the type)		



10	Whether the applicant is a holder of Property Mark Registration Certificate under Kerala Forest Act 1961	:	Yes/No.
	If yes, No.& Date	:	
	Name of Forest Division	:	
11	D.D. No. and date/details of other mode of remittance of OTP if any made previously (enclose copies of documents)		

DECLARATION

I/We do hereby declare that the Sawmill or Wood based industrial unit under licence No.....issued byhas been functioning in the same location, building with the permitted installed capacity and using permitted raw material and under the same ownership as per the license and have not violated any of the conditions of license during its currency.

I/We hereby apply for the renewal of the licence for a further term as provided in the Rules.

—

Place:

Date:

Signature:

Name of the Licensee:



Form No. I D

[See Rule 6 (7)]

Application for Licence to Small Scale Wood Industries

1	Applicant:-	Name	:	
		Father's Name	:	
		Date of Birth	:	
		Address	:	
		Phone No:	:	

	The Unit:-		:	
		Name	:	
		Address	:	
		Phone No	:	
		Location	:	
		Building No.	:	
		Corporation/Municipality/ Panchayat	:	
		Division/Ward	:	
		Forest Division/Forest Range	:	

3	Land in which the unit is situated		:	
	Extent	:		
	Survey No.	:		
	Village	:		
	Taluk	:		
	District	:		



4.	Whether any other Sawmill Wood based industrial unit converting round logs functioning in same compound	:	Yes	No

	Timber selling Depot, if annexed	:	
	Extent	:	
	Survey No:	:	
	Village	:	
	Taluk	:	

5	Nature of ownership ('√' the right column)		
	Proprietary		
	Private Company		
	Private-Public partnership		
	Public Sector undertaking		
* (Copies of documents to be attached)			

6	Type of unit ('√' the right column)		
	Cottage Industry		SSI Unit
	Medium Scale Industrial unit		Large Scale Industrial unit

7	Nature of activity ('√' the right column)		
	Secondary Processing of wood:		
	Carpentry		Pressing drying etc
	Others		

8	Raw material used ('√' the right column)		
	Sawn Timber from other licensed units		

9	Product ('√' right column)		
	Furniture		Others (Specify the Product)

10	(a) Whether the applicant is involved in any forest offence or Wildlife offence	:	Yes/No
	(b) If Yes, case number	:	

11	Distance from the nearest boundary of government forest to the location of the unit. If much more than 5 km then approximate distance is sufficient:.....KM		
	Shortest distance from the nearest boundary of government forest by Road.....KM		



12	Whether the unit is presently functioning or not	:	Yes/No
----	--	---	--------

13	(a) Year in which commenced	:	(a)
	(b) Whether license after 30th October, 2002,	:	(b)
	(c) If licensed, No.& Date of Licence and licensing Authority	:	(c)
* (Copies of the documents to be attached)			

14	Details of machinery		
	(a) Type of machines	(b) Number	(c) Installed Capacity in M³ (annual)
	Re-sawHP (Below 5 HP)		
	Circular SawHP		
	Carving machineHP		
	Other machines HP (specify the type)		
15	Whether the unit got S.S.I Registration		Yes / No
	If 'Yes' year of S.S.I Registration		
* (Copy of S.S.I Registration Certificate to be attached)			

16	Annual Consumption and source of Sawn Material (Quantity M ³ & Source)		
	Type		
	Sawn Timber other than Rubber & Palm		
	Sawn Timber from Rubber wood		
	Sawn Timber Coconut/Palmyra Palm wood		
	Total		

17	Number of labourers in the unit	:	
----	---------------------------------	---	--

18	Whether the buildings and machines are ready in the case of proposed units.	:	Yes/No
----	---	---	--------



19	Whether the unit is mortgaged to Banks/ Financial institutions etc., if so details.	:	Yes/No.
		If yes, Bank	:
		Loan Amount	:
		Term	:
20	Whether the applicant is a holder of Property Mark Registration Certificate under Kerala Forest Act 1961	:	Yes/No.
		If yes, No.& Date	:
		Name of Forest Division	:
21	Other relevant details ** if any (use separate sheet if required)	:	
22.	D.D. No. and date/details of other mode of remittance of OTP, if any, made previously (enclose copies of documents)	:	

DECLARATION

I do hereby declare that the information given above is true to the best of my knowledge and belief.

23.	Signature and name of the applicant with place and date	:	
-----	---	---	--

* licence means, the licence issued by Local Self Government Institutions or attested Copy of Dangerous and Offensive Trade register kept with the Local Self Government Institutions or Licence issued by Department of Factories and Boilers, Government of Kerala or Registration certificate issued by Industries Department, Government of Kerala such as Small Scale Industries are to be reckoned as 'licence'.



Form No. II A

[See Rule 7 (3)]

Licence for Sawmill or Other Wood based industrial unit

(Pre 30th October, 2002 licensed units)

Forest Division/Range:

Licence No:

1.	Name and address of the licensee	:		
2.	Father's Name	:		
3.	Nature of ownership	:		
4.	Name of the Unit	:		
5.	Postal address of the unit	:	Building No.	:
			Location	:
			Corporation/Municipality/ Panchayat	:
			Division/Ward	:
			Village	:
			District	:
6.	Category of the Unit	:		
7.	Details of machinery & power sanctioned	:	Sl. No.	Machinery
				Power
8.	Annual consumption of wood	:		
9.	Validity of licence	:	From	To



10.	Licence fee realised	:	Rs. for new licence/renewal /enhancing capacity/shifting/change of name /change of ownership	
12.	Remarks	:	File No.	

Signature, Name and Designation
of the Licensing Authority

Seal

Conditions

- (i) The applicant shall not be a person convicted of any offence punishable under the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or any other enactment relating to protection of environment or conservation of biological diversity or the rules made thereunder.
- (ii) The applicant shall be in lawful possession of the land wherein the Sawmill or other wood based industrial unit situates.
- (iii) The Sawmill and the other wood based industrial unit shall be subjected to periodic inspection, at least once in six months, by any officer not below the rank of a Range Forest Officer.
- (iv) Every Sawmill and other wood based industrial unit shall keep and maintain registers, documents and accounts in the forms as required by these rules and the electricity bills paid in respect of such unit shall be produced on demand to the Forest Officers for inspection.
- (v) The period of licence granted under these rules shall be five years.
- (vi) The application for renewal of licence shall be preferred at least three months prior to the date of expiry of licence.



- (vii) The Sawmill or other wood based industrial unit shall function in a building having building number issued by the Local Self Government Institution.
- (viii) A Sawmill or other wood based industrial unit licensed for a particular category shall not be converted in to any other category without obtaining a fresh licence.
- (ix) The capacity of sawmill and other wood based industrial unit shall not be enhanced or any new machinery other than those mentioned in the licence shall be installed only with the permission of the State Level Committee under rule 12.
- (x) The transfer of licence on sale/succession etc shall be done only with the approval of the State Level Committee.
- (xi) The Sawmill and other wood based industrial unit and their premises shall always be made accessible to the Forest Officers for inspection.
- (xii) The licensee shall not engage in any activity causing health hazard to the local people.
- (xiii) The Sawmill or other wood based industrial unit shall not function without a licence and shall be closed down on the expiry of the period of licence or on cancellation or suspension of the licence.



Form No. II B

[See Rule 7 (3)]

Licence for Sawmill or Other Wood based industrial unit

(Post 30th October, 2002 units)

Forest Division/Range:

Licence No:

1.	Name and address of the licensee	:			
2.	Father's Name	:			
3.	Nature of ownership	:			
4.	Name of the Unit	:			
5.	Postal address of the unit	:	Building No.		:
			Location		:
			Corporation/Municipality/ Panchayat		:
			Division/Ward		:
			Village		:
			District		:
6.	Category of the Unit	:			
7.	Details of machinery & power sanctioned	:	Sl. No.	Machinery	Power
8.	Annual consumption of wood	:			
9.	Validity of licence	:	From		To



10.	Licence fee realised	: Rs. for new licence/renewal /enhancing capacity/shifting/change of name /change of ownership		
11.	Details of OTP if new licence: for unit established after 30th October, 2002 for (D.D. No. and name of Bank amount and date)			
12.	Remarks	: File No.		

Signature, Name and Designation
of the Issuing Authority

Seal

Conditions

- (i) The applicant shall not be a person convicted of any offence punishable under the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or any other enactment relating to protection of environment or conservation of biological diversity or the rules made thereunder.
- (ii) The applicant shall be in lawful possession of the land wherein the Sawmill or other Wood based industrial unit situates.
- (iii) The Sawmill and the other wood based industrial unit shall be subjected to periodic inspection, at least once in six months, by any officer not below the rank of a Range Forest Officer.



- (iv) Every Sawmill and other wood based industrial unit shall keep and maintain registers, documents and accounts in the forms as required by these rules and the electricity bills paid in respect of such unit shall be produced on demand to the Forest Officers for inspection.
- (v) The period of licence granted under these rules shall be five years.
- (vi) The application for renewal of licence shall be preferred at least three months prior to the date of expiry of licence.
- (vii) The Sawmill or other wood based industrial unit shall function in a building having building number issued by the Local Self Government Institution.
- (viii) A Sawmill or other wood based industrial unit licensed for a particular category shall not be converted in to any other category without obtaining a fresh licence.
- (ix) The capacity of sawmill and other wood based industrial unit shall not be enhanced or any new machinery other than those mentioned in the licence shall be installed only with the permission of the State Level Committee under rule 12.
- (x) The licence of licensee on sale/succession etc shall be done only with the approval of the State Level Committee.
- (xi) The Sawmill and other wood based industrial unit and their premises shall always be made accessible to the Forest Officers for inspection.
- (xii) The licensee shall not engage in any activity causing health hazard to the local people.
- (xiii) The Sawmill or other wood based industrial unit shall not function without a licence and shall be closed down on the expiry of the period of licence or on cancellation or suspension of the licence.



Form No. II C

[See Rule 11(4)]

Licence for Sawmill or Other Wood based industrial unit

(ON RENEWAL)

Licence No:

1.	Name and address of the licensee	:			
2.	Father's Name	:			
3.	Nature of ownership	:			
4.	Name of the Unit	:			
5.	Postal address of the unit	:	Building No.		:
			Location		:
			Corporation/Municipality/ Panchayat		:
			Division/Ward		:
			Village		:
			District		:
6.	Category of the Unit	:			
7.	Details of machinery & power sanctioned	:	Sl. No.	Machinery	Power
8.	Annual consumption of wood	:			
9.	Validity of licence	:	From		To



10.	Licence fee realised	:	Rs. for new licence/renewal /enhancing capacity/shifting/chang e of name /change of ownership		
11.	Details of Licenses issued: previously	:			
12.	Remarks	:	File No.		

Signature, Name and Designation
of the Licensing Authority

Seal

Conditions

- (i) The applicant shall not be a person convicted of any offence punishable under the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or any other enactment relating to protection of environment or conservation of biological diversity or the rules made thereunder.
- (ii) The applicant shall be in lawful possession of the land wherein the Sawmill or other wood based industrial unit situates.
- (iii) The Sawmill and the other wood based industrial unit shall be subjected to periodic inspection, at least once in six months, by any officer not below the rank of a Range Forest Officer.



- (iv) Every Sawmill and other wood based industrial unit shall keep and maintain registers, documents and accounts in the forms as required by these rules and the electricity bills paid in respect of such unit shall be produced on demand to the Forest Officers for inspection.
- (v) The period of licence renewed under these rules shall be five years.
- (vi) The application for renewal of licence shall be preferred at least three months prior to the date of expiry of licence.
- (vii) The Sawmill or other wood based industrial unit shall function in a building having building number issued by the Local Self Government Institution.
- (viii) A Sawmill or other wood based industrial unit licensed for a particular category shall not be converted in to any other category without obtaining a fresh licence.
- (ix) The capacity of sawmill and other wood based industrial unit shall not be enhanced or any new machinery other than those mentioned in the licence shall be installed only with the permission of the State Level Committee under rule 12.
- (x) The transfer of licence on sale/succession etc shall be done only with the approval of the State Level Committee.
- (xi) The Sawmill and other wood based industrial unit and their premises shall always be made accessible to the Forest Officers for inspection.
- (xii) The licensee shall not engage in any activity causing health hazard to the local people.
- (xiii) The Sawmill or other wood based industrial unit shall not function without a licence and shall be closed down on the expiry of the period of licence or on cancellation or suspension of the licence.



Form No. II D

[See Rule 7 (6)]

Licence for Small Scale Wood Industries

Forest Division/Range:

Licence No:

1.	Name and address of the licensee	:			
2.	Father's Name	:			
3.	Nature of ownership	:			
4.	Name of the Unit	:			
5.	Postal address of the unit	:	Building No.		:
			Location		:
			Corporation/Municipality/ Panchayat		:
			Division/Ward		:
			Village		:
			District		:
6.	Category of the Unit	:	II		
7.	Details of machinery & power sanctioned	:	Sl. No.	Machinery	Power
8.	Annual consumption of wood	:			
9.	Validity of licence	:	From		To



10.	Licence fee realised	: Rs. for new licence/renewal /enhancing capacity/shifting/change of name /change of ownership		
11.	Details of OTP if new licence for unit established after 30th October, 2002 for (D.D. No. and name of Bank amount and date)			
12.	Remarks	: File No.		

Signature, Name and Designation
of the Issuing Authority

Seal

Conditions

- (i) The applicant shall not be a person convicted of any offence punishable under the Kerala Forest Act, 1961 (4 of 1962) or the Wildlife (Protection) Act, 1972 (Central Act 53 of 1972) or any other enactment relating to protection of environment or conservation of biological diversity or the rules made thereunder.
- (ii) The applicant shall be in lawful possession of the land wherein the sawmill or other wood based industrial unit situates.
- (iii) The sawmill and the other wood based industrial unit shall be subjected to periodic inspection, at least once in six months, by any officer not below the rank of a Range Forest Officer.



- (iv) Every sawmill and other wood based industrial unit shall keep and maintain registers, documents and accounts in the forms as required by these Rules and the electricity bills paid in respect of such unit shall be produced on demand to the Forest Officers for inspection.
- (v) The period of licence granted under these rules shall be five years.
- (vi) The application for renewal of licence shall be preferred at least three months prior to the date of expiry of licence.
- (vii) The sawmill or other wood based industrial unit shall function in a building having building number issued by the Local Self Government Institution.
- (viii) A sawmill or other wood based industrial unit licensed for a particular category shall not be converted in to any other category without obtaining a fresh licence.
- (ix) The capacity of sawmill and other wood based industrial unit shall not be enhanced or any new machinery other than those mentioned in the licence shall be installed only with the permission of the State Level Committee under rule 12.
- (x) The transfer of licence on sale/succession etc shall be done only with the approval of the State Level Committee.
- (xi) The sawmill and other wood based industrial unit and their premises shall always be made accessible to the Forest Officers for inspection.
- (xii) The licensee shall not engage in any activity causing health hazard to the local people.
- (xiii) The sawmill or other wood based industrial unit shall not function without a licence and shall be closed down on the expiry of the period of licence or on cancellation or suspension of the licence.



Form No. III
[See Rule 12(2)]

**Application for enhancing the capacity of Sawmill
or other Wood based industrial unit**

1	Licence No:	Date of Issue:	Date of Expiry:
2	Applicants (Licence) Name	:	
	Father's Name	:	
	Date of Birth	:	
	Address	:	
	Phone No:	:	

3	The Unit:-	:	
	Name	:	
	Address	:	
	Phone No	:	
	Location	:	
	Building No.	:	
	Corporation/Municipality/Panchayat/ Division/Ward	:	
	Forest Range/Forest Division	:	

4	Land in which the unit is situated	:		
	Extent:	:		
	Survey No.:	:		
	Village:	:		
	Taluk:	:		
	District:	:		
5	Raw material used ('√' the right column)			
	Rubber wood only			All Types of wood
	Imported Wood.			Sawn timber from other licensed units
	Coconut Palm and/or Palmyra wood			



6	(a) Whether the applicant is involved in any forest offence or Wildlife offence (b) If yes, case No.	: Yes/No
---	---	----------

7		Machinery Permitted	Machinery Proposed
	(a) Type of machines	(b) Number	(c) Installed Capacity in M ³ (annual)
	Band SawHP		
	Re-sawHP		
	Peeling Machine.....HP		
	Splint making machine.....HP		
	Circular SawHP		
	Carving machineHP		
	Other machines HP (specify the type)		
8	Electricity Connection.	Permitted	Proposed
	Single Phase/Three Phase		
	Total Connected load KVA		
	Connected load of machine that convert round logs.		
	Electrical Section/Division		
	Date of Electric connection		
9	Details of fees remitted		

DECLARATION

I / We do hereby apply for permission for enhancing the capacity of the Sawmill / other Wood based industrial unit under licence No.dated.....issued by without changing any of the conditions of licence

I / We hereby declare that I/we or my / our labourers / agents have not breached any of the conditions of licence, during its currency.

Place:

Date:

Signature of the applicant (s):

Name:



Form No. IV

[See Rule 13(2)]

Application for shifting the Sawmill or other Wood based industrial unit

1	Licence No:	Date of Issue:	Date of Expiry:
2	Applicants Licensee) :- Name	:	
	Father's Name	:	
	Date of Birth	:	
	Address	:	
	Phone No:	:	
3	The Unit:-	:	
	Name	:	
	Address	:	
	Phone No	:	
	Location	:	
	Building No.	:	
	Corporation/Municipality/Panchayat/ Division/Ward	:	
	Forest Range/Forest Division	:	

4	Land in which the unit is situated	:	
	Extent	:	
	Survey No.	:	
	Village	:	
	Taluk	:	
	District	:	

5	Land in which the unit is proposed to be shifted	:	
	Extent	:	
	Survey No./Village	:	
	Taluk/District	:	
	Forest Range/Forest Division	:	



6	Distance from the nearest boundary of Government forest to :			
	Existing unit	KM	Proposed Unit	KM
7	Details of machinery			
	(a) Type of machines	(b) Number	(c) Installed Capacity in M³ (annual)	
	Band SawHP			
	Re-sawHP			
	Peeling Machine.....HP			
	Splint making machine.....HP			
	Circular SawHP			
	Carving machineHP			
	Other machines HP (specify the type)			
8	Existing power		:	
	Electrical Section/Division		:	

9	Reasons for shifting the unit	:	
---	-------------------------------	---	--

10	Details of fee remitted	:	
----	-------------------------	---	--

11	Details of NOC for shifting, produced with this application	:	
	From Local self Government	:	
	From Commercial Tax Authority	:	
	From Income Tax Authority	:	
	From Registrar of Companies (if running of company	:	
	From Registrar of Firms (if running partnership firm)	:	
	From the Bank/Financial Institutions if applicable	:	



DECLARATION

I / We do hereby apply for permission for shifting the Sawmill/ Wood based industrial unit under licence No.....dated.....issued byto the new location without changing any of the conditions of licence.

I / We hereby declare that I/we or my / our labourers / agents have not breached any of the conditions of licence, during its currency.

Place:

Date:

Signature of the applicant(s):

Name:



FORM No. V

[See Rule 14(2)]

**Application for changing the Name and Style of Sawmill
or other Wood based industrial unit**

1	Licence No:	Date of Issue:	Date of Expiry:
----------	--------------------	-----------------------	------------------------

2.	Applicant (Licensee) :- Name	:	
	Father's Name	:	
	Date of Birth	:	
	Address	:	
	Phone No:	:	

3.	Industrial Unit:-	:		
			Permitted	Proposed
	Category	:		
	Name	:		
	Address	:		
	Phone No	:		

4.	Land in which the unit is situated	:	
	Extent	:	
	Survey No.	:	
	Village	:	
	Taluk/District	:	
	Forest Range/Division	:	

5.	Details of fees remitted		
6.	Details of No Objection Certificate for changing of Name and Style of Unit, produced with this application		
	(i)	From the Local Self Government	:
	(ii)	From the Commercial Tax Authority	:
	(iii)	From the Income Tax Authority	:
	(iv)	From the Registrar of Companies or Registrar of firms, if applicable	:
	(v)	From Bank / Financial Institution, if applicable	:



DECLARATION

I / We do hereby apply for the change of Name and Style of the Wood based industrial unit under licence No.....dated.....issued bywithout changing any of the conditions of licence.

I / We hereby declare that I/we or my / our labourers / agents have not breached any of the conditions of licence, during its currency.

Place:

Date:

Signature of the applicant:

Name:



FORM No. VI

[See Rule 15(1)]

Application for Transfer of licence of Sawmill or other Wood based industrial unit

1	Licence No:	Date of Issue:	Date of Expiry:
----------	--------------------	-----------------------	------------------------

2.	Applicant (Licensee) :- Name	:	
	Father's Name	:	
	Date of Birth	:	
	Address	:	
	Phone No:	:	

3.	Unit:-	:		
			Permitted	Proposed
	Category			
	Name	:		
	Address	:		
	Phone No	:		

4.	Land in which the unit is situated	:	
	Extent	:	
	Survey No.	:	
	Village	:	
	Taluk/District	:	
	Forest Range/Division	:	

5	Whether the Transferee or transferor are involved in any Forest/wildlife offence	Yes	No
6.	Details of fees remitted	:	
7.	Details of No Objection Certificate for transfer of ownership, produced with this application		
	(i) From the Local Self Government	:	
	(ii) From the Commercial Tax Authority	:	



	(iii)	From the Income Tax Authority	:
	(iv)	From the Registrar of companies or Registrar of firms, if applicable	:
	(v)	From Bank / Financial Institution, if applicable	:

I / We do hereby apply for the transfer of ownership of the unit. The Licence in original is herewith surrendered.

Signature and Name of the Transferee.

Place:

Date:

Signature and Name of the Licensee



Form VII

[See Rule 18(1)]

**Application for preferring an Appeal before the Appellate Authority
against the order of the Authorised Officer**

1	Applicant (Licensee) :- Name	:	
	Father's Name	:	
	Date of Birth	:	
	Address	:	
	Phone No:	:	

2	Industrial Unit:-	:	
	Name	:	
	Address	:	
	Phone No	:	
	Location	:	
	Building No.	:	
	Corporation/Municipality/Panchayat/ Division/Ward	:	
	Forest Division/Forest Range	:	

3	Land in which the unit is situated	:	
	Extent	:	
	Survey No.	:	
	Village	:	
	Taluk	:	
	District	:	

4	Licence No. and date of issuing authority	
5	Whether the applicant is involved in any forest office	Yes

6	Distance from the nearest boundary of Government forest		
	Existing unit	KM	Proposed Unit KM



7 Details of machinery			
(a) Type of machines	(b) Number	(c) Installed Capacity in M ³ (annual)	Remarks (machinery details)
Band SawHP			Existing after 30-10-2002
Re-sawHP			
Peeling Machine.....HP			
Splint making machine.....HP			
Circular SawHP			
Carving machineHP			
Other machines HP (specify the type)			

8	Details of fees remitted :		
---	----------------------------	--	--

9	Existing power	:	
	Electrical Section/Division	:	

10	Details of order of the Authorized Officer against which appeal is preferred (Attach copy of the order)	:	
----	---	---	--

11	Reasons for preferring appeal against the order of the Authorized Officer (Attach affidavit)	:	
----	--	---	--

DECLARATION

I/We hereby declare that the details submitted above and in the affidavit are true to the best of my knowledge and belief

Place :

Signature

Date :

Name of the Appellant



Form No. VIII

[See Rule 21 (6)]

Register for Small Scale Wood Industries

(Small Scale Furniture Unit or other Wood based industrial unit which is not using round logs and operating without a band saw or re-saw or circular saw of more than 30 cm diameter)

Name of Forest Division:

Name of District:

Sl. No.	Date of receipt of application	Name and Address of Unit	File No.	Forest Range in which Unit is situated	Details of fee paid	Registration No. and Date	Details of Machinery and capacity	Remarks
1	2	3	4	5	6	7	8	9



Form No. VIII A
[See Rule 8 (1)(iv) & 21 (1)]
RECEIPT REGISTER

Name of the Wood-Based Unit

Forest Division

Register Opened on

I(a) – RECEIPT REGISTER – TIMBER LOGS

Date	Name & Address of the seller from whom bought	Transit Pass			Serial No. of the log in the consignment (if given)	Species	Measurement (of each piece(s))			Remarks
		Issuing Authority	No.	Date			Length	Girth	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11



I(b) – RECEIPT REGISTER – SAWN TIMBER

Date	Name & Address of the seller from whom bought	Transit Pass			Species	Measurement (of each piece(s))					Remarks
		Issuing Authority	No.	Date		No. of pieces (if more than one piece is of same dimension)	Length	Width	Depth	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12



I(c) – RECEIPT REGISTER – VENEER

Date	Name & Address of the seller from whom bought	Transit Pass			Brought from outside State/within State	Whether Excise paid or otherwise (by the seller)	Species	Whether Face/Core	Measurement				Remarks
		Issuing Authority	No.	Date					Thickness (in mm)	Quantity in Sq.m	Notional area (with thick as 4 mm) in sq.m	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14



I(d) – RECEIPT REGISTER – PLYWOOD, MDF, PARTICLE, BOARD etc

Date	Name & Address of the seller from whom bought	Transit Pass (if applicable) or carting Challan			Brought from outside State/within State	Whether Excise paid or otherwise (by the seller)	Type of plywood MDF, Particle Board	Measurement				Remarks
		Issuing Authority	No.	Date				Thickness (in mm)	Quantity in Sq.m	Notional area (with thick as 4 mm) in sq.m	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13



Form No. VIII B

[See Rule 8 (1)(iv) & 21 (1)]

CONVERSION REGISTER

Name of the Wood-Based Unit

Forest Division

Register Opened on

I(a) – CONVERSION REGISTER – SAWN TIMBER

Date	Species	Round timber used		Sawn timber produced		Remarks
		No. of logs	Volume cum	No. of pcs.	Volume (in cum)	
1	2	3	4	5	6	7



I(b) – CONVERSION REGISTER – VENEER

Date	Species	Round Timber used		Sawn timber used (if any)		Whether Face/ Core	Veneer Produced				Remarks
		No. of logs	Volume cum	No. of Pcs	Volume (in cum)		Thickness in mm	Face area in Sq.m	Notional area (with thickness as 4 mm) in sq.m.	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12



I(c) – CONVERSION REGISTER – PLYWOOD/BLOCK BOARD

Date	Species	Round Timber used		Sawn timber used (if any)		Core Veneer used			Face veneer used			Measurement					Remarks
		No. of logs	Volume cum	No. of pcs	Volume (in cum)	Thick in mm	Face area in sq. M	Volume (in cum)	Thick in mm	Face area in sq. M	Volume (in cum)	Category	Thick	Face area in sq. M	Notional area (with thick as 4 mm) in sq.m	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18

Note 1: In the Conversion Register – Sawn Timber I (a) monthly species wise abstract of round timber used and total sawn timber produced is to be mentioned. In the Conversion Register - Veneer I (b) monthly species wise abstract of timber used, species wise and thickness wise core and face veneer produced is to be mentioned. In the Conversion Register – Plywood and Block Wood I (c) monthly species wise abstract of timber/sawn timber used species wise and thickness wise core and face veneer used and category wise plywood produced is to be mentioned.

Note 2: Teak, Rosewood, Irul, Thenpavu, Kampakam, Chempakam, Chadachi, Chandana vembu, Cheeni, Anjili, Rubber, Imported Wood for timbers, sawn timber and veneer are to be mentioned individually. The others may be clubbed under miscellaneous category.

Note 3: In column 8 of the Conversion Register - Veneer I (b) actual thickness of the veneer produced is to be given. In column No. 10 the notional area is to be mentioned after calculating it with thickness as 4 mm.

Note 4: For partly used timber logs/sawn timber actual quantity of round timber/sawn timber used is to be mentioned in column 4 or 6 (as the case may be) and suitable entry to this effect is to be made in the Remarks column. While using the part used timber later on actual quantity now used is to be included in column 4/column 6. No corresponding entry towards number of logs/sawn timber pieces is to be made in column3/column5 and suitable explanatory entry in remark column is to be made.

Note 5: Only the register applicable for the particular category is to be filled in.



Form No. VIIC

[See Rule 8 (1)(iv) & 21 (1)]

DISPATCH REGISTER

I(a) – DISPATCH REGISTER – ROUND TIMBER

Date	Name & Address of purchaser	Species	No. of Pcs.	Length	Girth	Volume in cum	Carting Challan		Transit Pass			Remarks
							No.	Date	Issuing Authority	No.	Date	
1	2	3	4	5	6	7	8	9	10	11	12	13

I(b) – DISPATCH REGISTER – SAWN TIMBER

Date	Name & Address of purchaser	Species	No. of Pcs.	Length	Width	Depth	Volume in cum	Carting Challan		Transit Pass			Remarks
								No.	Date	Issuing Authority	No.	Date	
1	2	3	4	5	6	7	8	9	10	11	12	13	14



I(c) – DISPATCH REGISTER – VENEER

Date	Name & Address of purchaser	Species	Excise Payable/not payable Yes/No.	Whether Face/ Core	Thickness	Face Area in sq. m	Notional area (with thick as 4 mm) sq. m	Volume in cum	Carting Challan		Transit Pass			Remarks
									No.	Date	Issuing Authority	No.	Date	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

I(d) – DISPATCH REGISTER – PLYWOOD

Date	Name & Address of purchaser	Type of wood	Excise Payable/ not payable Yes/No.	Whether Face/ Core	Thickness	Face Area in sq. m	Notional area (with thick as 4 mm) sq. m	Volume in cum	Carting Challan		Transit Pass			Remarks
									No.	Date	Issuing Authority	No.	Date	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note 1: Teak, Rosewood, Irul, Thenpavu, Kampakam, Chempakam, Chadachi, Chandana vembu, Cheeni, Anjili, Rubber, Imported Wood for timber, sawn timber and veneer are to be mentioned individually. The others may be clubbed under miscellaneous category.

Note 2: Only the register applicable for the particular unit is to be filled in.

Note 3: In column 6 of I (c) and I (d) actual thickness of Veneer/plywood is to be mentioned.



Form No. VIIIID

[See Rule 8 (1) (iv) & 21 (1)]

STOCK REGISTER

Name of the Wood-Based Unit

Forest Division

Register Opened on

I(a) – STOCK REGISTER – ROUND TIMBER

Date	Species	Opening Stock		Received during the day		Used for sawing		Used for veneer/plywood making		Sold/Returned in round form (dispatched outside the unit)		Closing stock		Remarks
		No. of logs	Volume cum	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15



I(b) – STOCK REGISTER – SAWN TIMBER

Date	Species	Opening Stock		Received during the day (from outside the unit)		Converted from Round timber		Sold/Returned in sawn		Used for veneer/plywood making (if any)		Closing stock		Remarks
		No. of logs	Volume cum	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	No. of Pcs	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15



I(c) – STOCK REGISTER – VENEER

Date	Species	Opening Stock			Received during the day (from outside the unit)			Converted from Round/Sawn timber			Veneer Sold/Returned (dispatched outside the unit)			Used for plywood making			Closing stock			Remarks
		Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thick (in mm)	Face area (in sq.m)	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21



I(d) – STOCK REGISTER – PLYWOOD

Date	Type of Plywood	Opening Stock			Received during the day (from outside the unit)			Converted Veneer Round/Sawn timber			Plywood Sold/Returned/Dispatched outside the unit			Closing stock			Remarks
		Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thick (in mm)	Face area (in sq.m)	Volume (in cum)	Thickness (in mm)	Face area (in sq.m)	Volume (in cum)	Thickness (in mm)	Face area (in sq.m)	Volume (in cum)	Thickness (in mm)	Face area (in sq.m)	Volume (in cum)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18

Note 1 : Daily, weekly & monthly species wise abstract of opening stock, receipts, timber used for sawing, veneer/plywood making, dispatched outside the unit and closing stock of sawn timber, veneer is to be recorded.

Note 2 : Teak, Rosewood, Irul, Thenpavu, Kampakam, Chempakam, Chadachi, Chandana vembu, Cheeni, Anjili, Rubber, Imported Wood for timber, sawn timber and veneer are to be mentioned individually. The others may be clubbed under miscellaneous category.

Note 3: Only the register applicable for the particular units to be filled in.



Form No. IX A

[See Rule 21 (2)]

Register of Licences for Sawmill and other Wood based industrial unit

Name of Forest Division:

Sl. No.	Date of receipt of application	Name and Address of Unit	File No.	Category as per application	Forest Range in which Unit is situated	Category of the unit	Details of remittance of OTP	Details of licence fee paid	Licence No. and Date, if issued	Details of Machinery and capacity	Distance from the boundary of forests	Date of renewal of licence, details of fee levied	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14



Form No. IX B

[See Rule 21 (2)]

Register on Enhancement of Capacity/Shifting/Changing Name and Style/Transfer of Licence of Sawmills or Wood based industrial unit

Name of Forest Division:

Sl. No.	Date of receipt of application	Name and Address of Unit	File No.	Licence No. & Date	Category of the unit	Forest Range in which Unit is situated	Forest Range & Division to which shifting proposed	Date of verification	Details of fee levied	Details of order in respect of				Remarks
										Enhancing Capacity with details of machinery and power	Shifting	Changing Name and style	Transfer of licence	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15



Form No. IX C

[See Rule 18(4) and 21 (3)]

Register of appeal for Licences of Sawmill and other Wood based industrial unit

Name of Forest Circle:

Sl. No.	Date of receipt of appeal	Name and Address of Unit	File No.	Category as per application	Forest Range in which Unit is situated	Category of the unit	Details of licence fee paid	Licence No. and Date, if issued	Details of Machinery and capacity	Distance from the boundary of forests	Decision on appeal	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13



Form No. X A

[See Rule 21 (4)]

Register of Licences for Sawmills and other Wood based industrial unit

Name of District:

Sl. No.	Date of receipt of application	Name and Address of Unit	File No.	Category as per application	Forest Division /Range in which Unit is situated	Category of the unit	Details of remittance of OTP	Details of licence fee paid	Licence No. and Date, if issued	Details of Machinery and capacity	Date of State Level Committee	Decision of State Level Committee	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14



Form No. X B

(See Rule 21 (4)]

Register on Enhancement of Capacity/Shifting/Changing Name and Style/Transfer of Licence of Sawmills or Wood based industrial unit

Name of District:

Sl. No.	Date of receipt of application	Name and Address of Unit	File No.	Licence No. & Date	Category of the unit	Forest Division/Range in which Unit is situated	Forest Division/Range to which shifting proposed	Date of State Level Committee	Decision of State Level Committee	Details of order in respect of				Remarks
										Enhancing Capacity with details of machinery and power	Shifting	Changing Name and style	Transfer of licence	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15



Form No. XI A

[See Rule 22(3)]

Monthly Report on fee levied in respect of Licences for Sawmills and other Wood based industrial unit

Name of Forest Division:

Sl. No.	Date of receipt of application	Name and Address of Unit	File No.	Category	Forest Range in which Unit is situated	Details of remittance of OTP	Details of licence fee paid	Licence No. and Date	Details of Machinery and capacity	Any other fee levied as per rules (specify)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12



Form No. XI B

[See Rule 22 (4)]

Quarterly Report on fee levied in respect of appeal for licences of Sawmills and other Wood based industrial unit

Name of Forest Circle:

Sl. No.	Date of receipt of appeal	Name and Address of Unit	File No.	Category	Forest Range in which Unit is situated	Details of fee paid	Licence No. and Date	Details of Machinery and capacity	Any other fee levied as per rules (specify)	Remarks
1	2	3	4	5	6	7	8	9	10	11

By order of the Governor,

RAJESH KUMAR SINHA,
Principal Secretary to Government.



Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

The Hon'ble Supreme Court of India in its Order dated 30th October, 2002 in WP(C)No. 202 of 1995 has inter alia directed all the States and Union Territories that no State or Union Territory shall permit any unlicensed Sawmills, Veneer, Plywood Industry to operate and they were directed to close all such unlicensed units forthwith. It has also been directed that there shall be no relaxation of rules with regard to the grant of licence without previous concurrence of the Central Empowered Committee. The Kerala Forest (Regulation of Sawmills and Other Wood-based Industrial Units) Rules, 2012 was issued by Notification under G.O.(P) No. 51/2012/F&WLD dated 19-4-2012 and published as S.R.O. No. 269/2012 and subsequently amended by S.R.O. No. 584/2015.

Government of India, in compliance with the directions contained in the Order dated 05.10.2015 of the Hon'ble Supreme Court of India, in Writ Petition (Civil) No. 202 of 1995 issued guidelines vide S.O. 3456(E) dated 11-11-2016 and amendment issued vide No. S.O.3000(E) on 11-9-2017.

Government have decided to frame a new rule in supersession of the earlier rules incorporating the provisions of the above mentioned guidelines and considering the recommendations of the Subordinate Legislative Committee (2016-19) on the Kerala Forest (Regulation of Sawmills and Other Wood-based Industrial Units).

The notification is intended to achieve the above object.

