

## **Government of Andhra Pradesh Department of Factories**

The following services are being rendered by Factories Department as per the Citizens' Charter.

### **I.**

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| <u>1. Approval of Plans of new factories</u>             | within 7 working days<br>(Provided that plans are in order)  |
| <u>2. Registration and issue of license</u>              | Within a period of 7 days from<br>the date of receipt (Provided that<br>manufacturing process is commenced<br>and the license application is in order) |
| <u>3. Enquiry into accidents</u>                         |  |
| a) Fatal accident and dangerous<br>Occurrences           | immediately  |
| b) Serious accidents                                     | within forty eight hours   |
| <u>4. Enquiry into complaints/Press reports:</u>         |  |
| a) Relating to fatal accidents/<br>Dangerous occurrences | immediately  |
| b) Relating to serious accidents                         | within forty eight hours   |
| c) Relating to wages/overtime/<br>others                 | Within seven days from the date of<br>coming to knowledge.   |

### **II.**

In order to improve the efficiency of delivery mechanism of all services being rendered by the department and to improve transparency ON-LINE services for the following services are also provided

- a) Plan Approvals
- b) Registration/ Grant of License
- c) Filing of Annual Returns

Director of Factories