

**WEIGHTS & MEASURES DEPARTMENT
GOVERNMENT OF NCT OF DELHI
C- BLOCK, VIKAS BHAWAN, DELHI**

USER MANUAL

REPAIRER LICENSE

**Online System for Licenses
under the Legal Metrology Act, 2009
and Rules framed thereunder**

Step 1:

Visit

http://web.delhi.gov.in/wps/wcm/connect/DoIT_Weight/weight+n+measures/home and go to "Our Services" -> Online Application for Licenses

The screenshot shows the official website of the Weights & Measures Department of the Government of NCT of Delhi. The header includes the department's name and logo. A navigation menu on the left lists various services and documents. The main content area is titled 'Welcome to the Department of Weights and Measures' and contains an 'Introduction' section with text about the department's history and standards. Below this is an 'Our Services' section with a list of links, including 'Online Application for Licenses' which is highlighted with a red box. The right sidebar contains 'Latest News' and 'Local Services' sections.

delhi.gov.in
Govt. of NCT of Delhi

Weights & Measures Department

Home

Welcome to the Department of Weights and Measures

Introduction

With a view to provide a coherent scheme and uniform standards of Weights & Measures, the first Act namely Standards of W&M Act 1956 was enacted based on metric system and international system of units recognized by OIML - International Organization of legal metrology. With regard to keep pace with rapid advances made in the field of science and technology all over the world, CGPM evolved a practical system of units known as SI units (Le Systeme International d' Units) to facilitate working. It includes seven base units, two supplementary units and about 50 derived units enintated from six primary units established by 1956 Act. The OIML, responsible for preparation of international laws - on legal metrology prepared the draft of a legislation for enactment by member countries adopting metric convention. India is one of the members of OIML- International Organization of legal metrology.

Our Services

- Court Cases
- EOP for Person with Disabilities
- List of All Dealers
- List of All Manufacturers
- List of All Petrol Pump
- List of All Repairers
- LPG GAS LIST
- Public Information
- Salary Details
- SOP of Inspections from Weights and Measures Department
- Tender Notices
- NEW Online Application for Licenses**
- NEW The Legal Metrology Act 2009
- NEW Delhi Legal Metrology (Enforcement) Rules 2011 (English) (Hindi)

Latest News

- Automated System of Allotment Govt. of Delhi (Ar Aras)
- Common Assistant Accounts Officer (Civil Examination 2021 (Part I and Part II))
- Delhi Budget 2022-23, Citizen Participation
- Discontinuation of physical printing of Government of India Gazettes
- Draft Delhi Road Safety Policy
- Economic survey-2018-19
- Empanelment of Ms ICSIL for hiring of contractual manpower
- Extension of date Application for the post of Other Persons Members for Lok Adalats
- For any Covid related information or queries please call 1021.
- Guidelines for Model RFP Documents

Local Services

ira_pradesh.pdf

Step 2:

Click on the link, for redirected to Online Application Licenses URL
<http://degs.org.in/wm/>



The screenshot displays the website for the Legal Metrology Department of Delhi. The browser's address bar shows the URL <http://degs.org.in/wm/>. The website header includes the department name and navigation links: Home, Dashboard, Log in, Track your application, Pay Fee Here, Search, Amendment, and Contact Us. A sidebar on the left contains two sections: "Registration Forms" with buttons for Manufacturer, Repairer, Dealer, Packer, and Importer; and "Return Filing" with buttons for Manufacturer, Dealer, and Repairer. The main content area features a banner with icons for weights and measures and the text "Weights & Measures Department". Below the banner is an "Introduction" section with the following text:

Online licence to Dealer, manufacturer, Repairer etc. w.e.f. January 31, 2017. Fee For Manufacturer Rs. 500/-, Repairer Rs. 100/-, Dealer Rs. 100/-, Impor

Introduction

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With regard to keep pace with rapid advances made in the field of science and technology all over the world, CGPM evolved a practical system of units known as SI units (Le Systeme Internation d' Units) to facilitate working.

It includes seven base units, two supplementary units and about 50 devised units enimated from six primary units established by 1956 Act. The OPML, responsible for preparation of International laws – on legal metrology prepared the draft of a legislation for enactment by member countries adopting metric convention. India

Step 3:

On the Home Page, select “The Services which you want to availed” as shown :

The screenshot displays the homepage of the Legal Metrology Department. The header includes navigation links: Home, Dashboard, Log in, Track your application, Pay Fee Here, Search, Amendment, and Contact Us. The main content area features a navigation menu on the left with a red box highlighting the 'Registration Forms' section, which contains buttons for 'Manufacturer', 'Repairer', 'Dealer', 'Packer', and 'Importer'. The 'Repairer' button is highlighted with a red border. The main content area also includes a banner for the 'Weights & Measures Department' with icons for weights, scales, and measuring tools. Below the banner is an 'Introduction' section with text about the department's history and standards.

Legal Metrology Department

Home Dashboard Log in Track your application Pay Fee Here Search Amendment Contact Us

delhi.gov.in
Govt. of NCT of Delhi

Registration Forms

Manufacturer

Repairer

Dealer

Packer

Importer

Return Filing

Manufacturer

Dealer

Importer

No Demand Draft(DD) is accepting for granting various online licence to Dealer, manufacturer,

WEIGHTS
MEASURES

Weights & Measures Department

Introduction

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Activate Windows
Go to Settings to activate

Step 4:

View the list of services and 'click' for the relevant service (in the current case 'Grant/Renewal of dealing license') and view the Mandatory Document required, Guidelines, Approval Procedure etc....

*SCHEDULE II-A
[Refer rule 11(1)]
FORM LR-1*

Application form for Licence as Repairers under the Legal Metrology Act, 2009

Key points to be remembered while submitting the application form

1. The applicant having place of business in **Delhi area** can only Apply!
2. Online Fees For Manufacturer Rs. 500/-, Repairer Rs. 100/-, Dealer Rs. 100/-, Importers Rs. 500/-, Packers Rs.500/-.
3. All document should be self attested and uploaded in pdf file. The size of the pdf file should not be more than 2 MB.
4. If your file is more than 2 MB please reduce pdf file size through this link [Click Here to reduce pdf file size.](#)
5. Passport size photograph should be uploaded in .jpg format only.
6. [Combine Multiple JPG files into one JPG file](#)

Mandatory Documents to be uploaded

1. Proof of legal possession, whether the proposed premises is owned/rented/taken on lease duly supported by documents/NOC from owner.
2. Proof of the status of the applicant, whether proprietor/partners/company, duly supported by documents along with their residential address. Proof of registration number of factory/shop/establishment/municipal trade licence/laldora certificate/use of premises as commercial.
3. List of tools and testing equipments with verification certificate (if applicable).

4. List of skilled/semi skilled/unskilled/ specialist trained in the line, duly supported by experience certificates, with their residence addresses.
5. Types of Weights and Measures, weighing instruments intended to be repaired.
6. A site plan of the premises proposed with availability of space for different activities.
7. Passport size photograph (all Directors/all Partners/Proprietor) through this link [Combine Multiple JPG files into one JPG file](#)

Guidelines For The Grant Of Repairers Licence

[Click here to view](#)

Approval Procedure

After submitting the complete application by the applicant along with the requisite fee, the concerned LMO of the concerned Zone visits the premises of the applicant and if the functioning of the firm found as per guidelines of the department, he recommends the application for granting the license / registration to the competent authority through the concerned Zonal officer. Thereafter the competent authority after scrutinizing grants its approval / rejection. On grant of license, automatic SMS alert and e-mail is sent to the applicant on registered mobile number. Applicant can print license / registration certificate digitally signed by the competent authority online.

[Click here to fill & Submit Application Form](#)

Step 5:

Proceed by selecting 'Click here to Fill and Submit Application Form'

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6. Types of Weights and Measures, weighing instruments intended to be repairer.
7. A site plan of the premises proposed with availability of space for different activities.
8. Passport size photograph (all Directors/all Partners/Proprietor) through this link [Combine Multiple JPG files into one JPG file](#)

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[Click here to fill & Submit Application Form](#)

Step 6:

Fill the application form as shown below

Application form for Licence as Repairers under the Legal Metrology Act,2009

Name of the repairing concern seeking the licence:*

Complete address of the workshop:*

Whether premises are owned/rented/taken on lease/leave licence/duly supported by documents:*

Date of establishment of workshop/factory:*

Name(s) and address(s) along with their father's /husband's name of Proprietor(s) and or Partners and Director(s) in case of Limited Company:

SNo	Name	Father's/Husband Name	Residential Address	Designation	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Delete
					<input type="button" value="Add More Partner/Director"/>

Type of weights & measures to be repaired:*

- Electronic Weights & Measures
- Mechanical Weights & Measures
- Both Electronic & Mechanical Weights & Measures
- Auto & Taxi Fare Meter

Zone:*

Registration Number of shop/establishment/current Municipal Trade Licence:

Registration Date of shop/establishment/current Municipal Trade Licence:

Number of persons employed/proposed to be:

Skilled:*

Semi-Skilled:*

Unskilled:*

Specialist trained in the lines:*

Details of machinery /tools accessories available:*

Area in which you wish to operate:*

Previous experience in the line:*

Availability of Electric energy:*

GST/Professional Tax/IT Tax registration number if Any:

Tax registration Number on the above mentioned:

Have you applied previously for a repairer's licence?:*

Have you sufficient stock of loan/test weights etc? Give details:*

When can you produce for inspection samples of your products for which licence is desired?:*

Mobile No.:*

e-mail Id:*

Documents to be produced at the time of inspection:

Sl. no.	Document Name if file more than 2MB please reduce PDF file size	Check
1.	Proof of legal possession,whether the proposed premises is owned/rented/taken on lease duly supported by documents/NOC from owner.*	
2.	Proof of the status of the applicant, whether proprietor/partners/company, duly supported by documents along with their residential address.*	
3.	Proof of registration number of factory/shop/establishment/municipal trade licence/laldora certificate/use of premises as commercial.*	
4.	List of testing equipments with verification certificate.*	
5.	List of skilled/semi skilled/unskilled/ specialist trained in the line, duly supported by experience certificates, wth their residence address.*	
6.	A site plan of the premises proposed with availabilty of space for different activities.*	

-
7. Upload Photo (all directors/partners)[Combine Multiple JPG files into one JPG file](#)*

Continue for payment

*** marks are mandatory fields.**

All document should be uploaded in pdf file and should be self attested and should not be more than 2 MB.

Passport size photograph should be uploaded in .jpg format only.

Step 7:

Upload the Documents and select “Continue for Payment” to get payment details and further click “Confirm Payment” to complete the payment.

Registration of importer or weights & measures, if any:	बाट (तथा माप क-आपातक) का पंजाकरण
Approval of model imported into India by Central Government:*	मॉडल का अनुमोदन केन्द्र सरकार द्वारा भारत में
Registration Number of GST/Professional Tax/Income Tax:	Select
Tax registration Number on the above mentioned:	
Have you applied previously for a dealer's licence, either in this State or elsewhere?:*	Select
When can you produce for inspection samples of your products for which licence is desired?:*	mm/dd/yyyy
Mobile No.:*	मोबाइल नंबर
e-mail Id:*	ईमेल आईडी

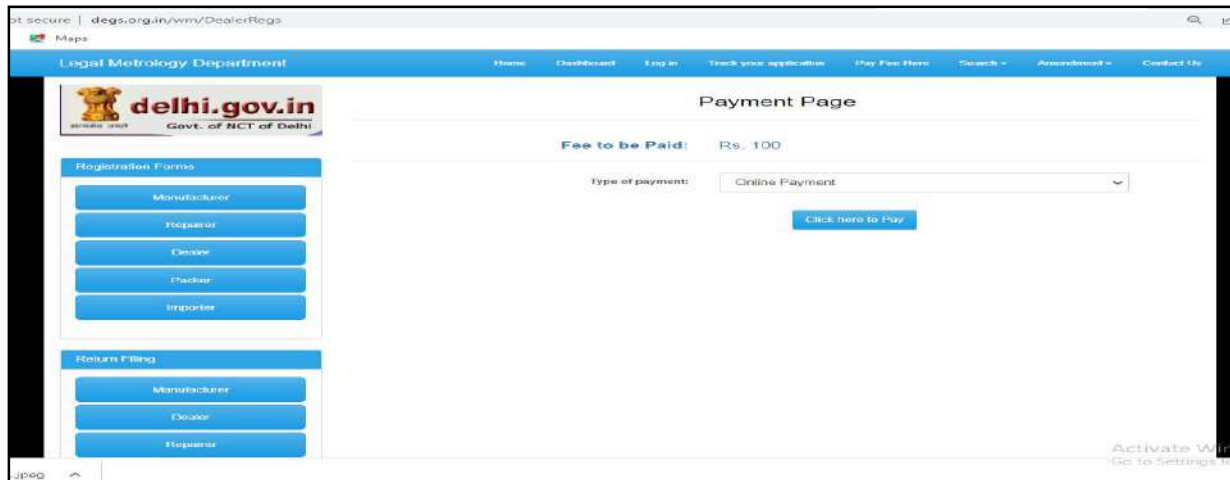
Documents to be produced at the time of inspection:

Sl. no.	Document Name <small>if file more than 2MB please reduce PDF file size</small>	Check
1.	Proof of legal possession, whether the proposed premises is owned/rented/taken on lease duly supported by documents/NOC from owner.*	<input type="button" value="Choose File"/> No file chosen
2.	Proof of the status of the applicant, whether proprietor/partners/company, duly supported by documents along with their residential address.*	<input type="button" value="Choose File"/> No file chosen
3.	Proof of registration number of factory/shop/establishment/municipal trade licence/lal dora certificate/usage of premises as commercial.*	<input type="button" value="Choose File"/> No file chosen
4.	A site plan of the premises proposed with availability of space for different activities.*	<input type="button" value="Choose File"/> No file chosen
5.	Upload Photo (all directors/all partners/proprietor)Combine Multiple JPG files into one JPG file*	<input type="button" value="Choose File"/> No file chosen
6.	Authorisation letter for Dealership.*	<input type="button" value="Choose File"/> No file chosen

* marks are mandatory fields.
All document should be uploaded in pdf file and should be self attested and should not be more than 2 MB.
Passport size photograph should be uploaded in .jpg format only.

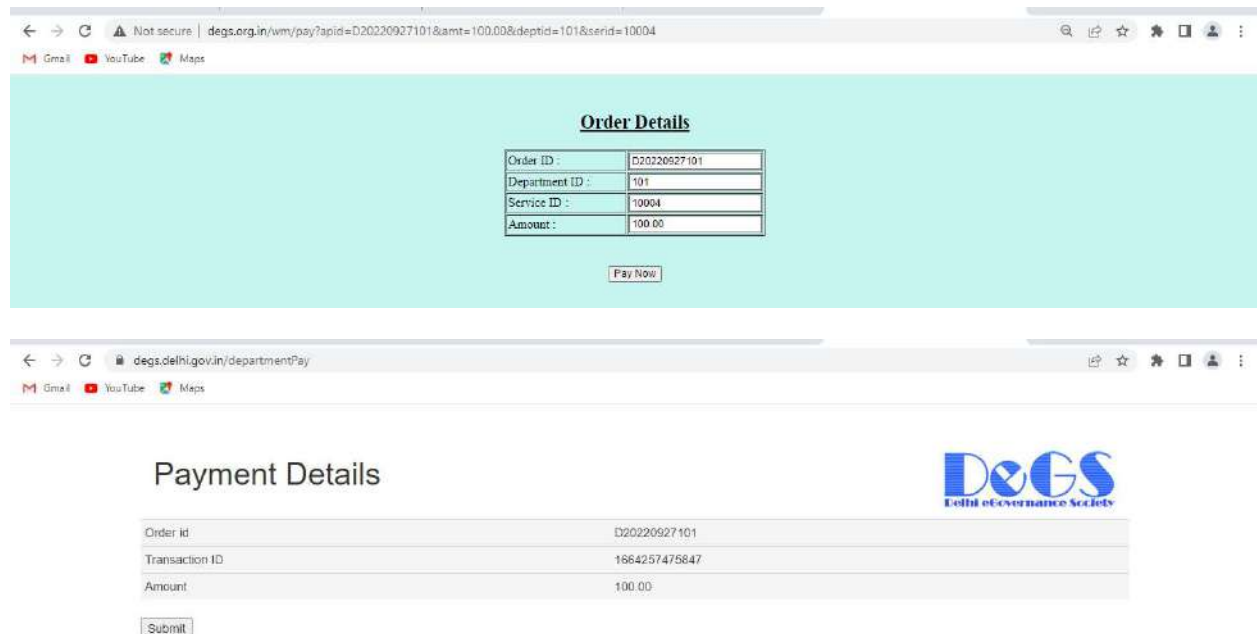
Step 8:

Click "Online Payment" as shown below:



Step 9:

Complete the online payment transaction by selecting the suitable gateway



Step 10:

Complete the payment by paying the requisite fee.

The screenshot shows the SBlePay payment gateway interface. On the left, there is a navigation menu with options: Debit Card, Internet Banking, and BHIM UPI. The main area is titled "Payment Details" and contains a form for card payment. The form includes fields for Card Number, Expiry Date/Valid Thru (Month and Year), and CVV/CVC 4-DBC. Below these fields is a text input for the Name of the card holder. A checkbox is checked for "Use your GSTIN for claiming input tax (Optional)". A yellow "Pay Now" button is prominent, with a "Cancel" link below it. On the right side, an "Order Summary" box displays the Order No. (1664257475847), Merchant Name (The Weights and Measures Department, Delhi), Amount (100.00), Processing fee, GST, and Total. At the bottom right, there is a watermark for "Activate Windows" and a "Show all" button.

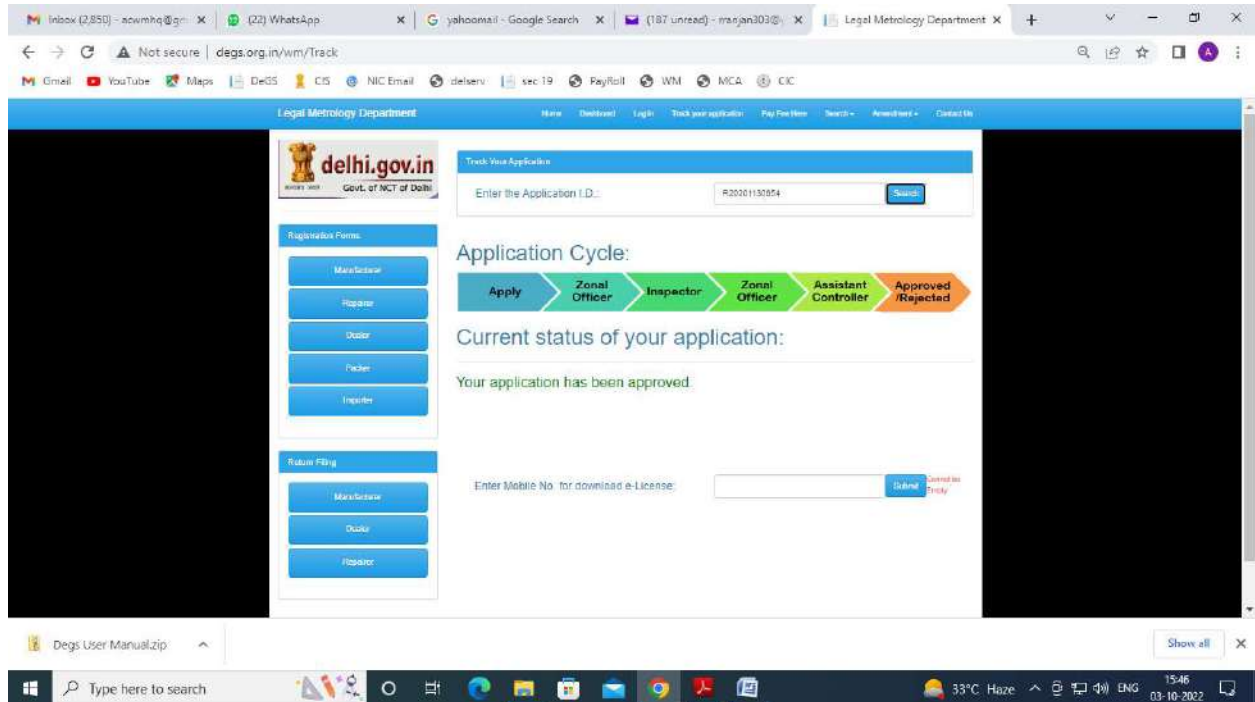
Step 11:

Once the application is submitted, user can track the status of his application online

The screenshot shows the Legal Metrology Department website. The header includes navigation links: Home, Dashboard, Log in, Track your application, Pay Fee Here, Search, Amendment, and Contact Us. The main content area features a "Track Your Application" section with a text input for "Enter the Application I.D.:" and a "Search" button. Below this is an "Application Cycle" diagram showing a flow from "Apply" to "Zonal Officer", "Inspector", "Zonal Officer", "Assistant Controller", and finally "Approved /Rejected". On the left side, there are two sections: "Registration Forms" with buttons for Manufacturer, Repairer, Dealer, Packer, and Importer; and "Return Filing" with buttons for Manufacturer and Dealer.

Step 12:

Once the application is Approved, the user can download the final certificate by clicking the link as shown below:



The screenshot displays the Legal Metrology Department website interface. The browser's address bar shows the URL `degs.org.in/wm/Track`. The page features a navigation menu with links for Home, Dashboard, Login, Track your application, Pay Fee Here, Search, Archived, and Contact Us. The main content area is titled "Track Your Application" and includes a search box for the Application I.D. (R20201130254) and a "Search" button. Below this, the "Application Cycle" is shown as a horizontal flowchart with steps: Apply, Zonal Officer, Inspector, Zonal Officer, Assistant Controller, and Approved/Rejected. The "Current status of your application" section states "Your application has been approved." and provides a field to "Enter Mobile No. for download e-License" with a "Submit" button. The left sidebar contains sections for "Registration Forms" (Manufacture, Repair, Dealer, Packer, Inspector) and "Return Filing" (Manufacture, Dealer, Repair). The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date 03-10-2022 and time 15:46.

Online Final Certificate SAMPLE:



OFFICE OF THE CONTROLLER OF LEGAL METROLOGY

Schedule III
(See rule 11(3))

(Licensing Forms-Form LR-3)

LICENCE TO REPAIR WEIGHTS, MEASURES, WEIGHING INSTRUMENTS OR MEASURING INSTRUMENTS.

Licence No.: R2020

Dated at New Delhi: 15-01-2021

1. The Controller of Legal Metrology hereby grants to **INDUSTRIES PRIVATE LIMITED, Address** licence to repair the following:-
Items: TABLETOP WEIGHING SCALE, TABLETOP WEIGHING SCALE, PLATFORM SCALES, PLATFORM SCALES, WEIGHBRIDGE, Make: Capacity: 100g to 50 kg, 500 mg to 50 kg, 400 g to 5000 kg, 100 µ to 5000 kg, 100 kg to 100 MT, Class: III, II, III, II, III, Cast Iron
weights, Description of items: 1. Capacity 50g to 5000 kg, 1. Personal Scale, 1 mg to 20 kg, 5 kg to 130 kg, 2. Bullion Weights 1 mg to 20 kg.

2. The Licence is valid for the party named above in respect of his workshop located at:
DELHI

3. This licence is valid from 15-01-2021 to 31/12/2021.

4. The repairer shall comply with the conditions noted overleaf, if he fails to comply with any one of these, his licence is liable to be cancelled.

Copied signed by ANITA SINGH
OFF. CONTROLLER OF LEGAL METROLOGY
15, BANGALORE ROAD, DELHI
Location: Delhi

5. The party is licensed to repair weights, measures, weighing and measuring

NOTE: In the case of firms, its name with the names of all persons having any interest in the business should be given in paragraph 1

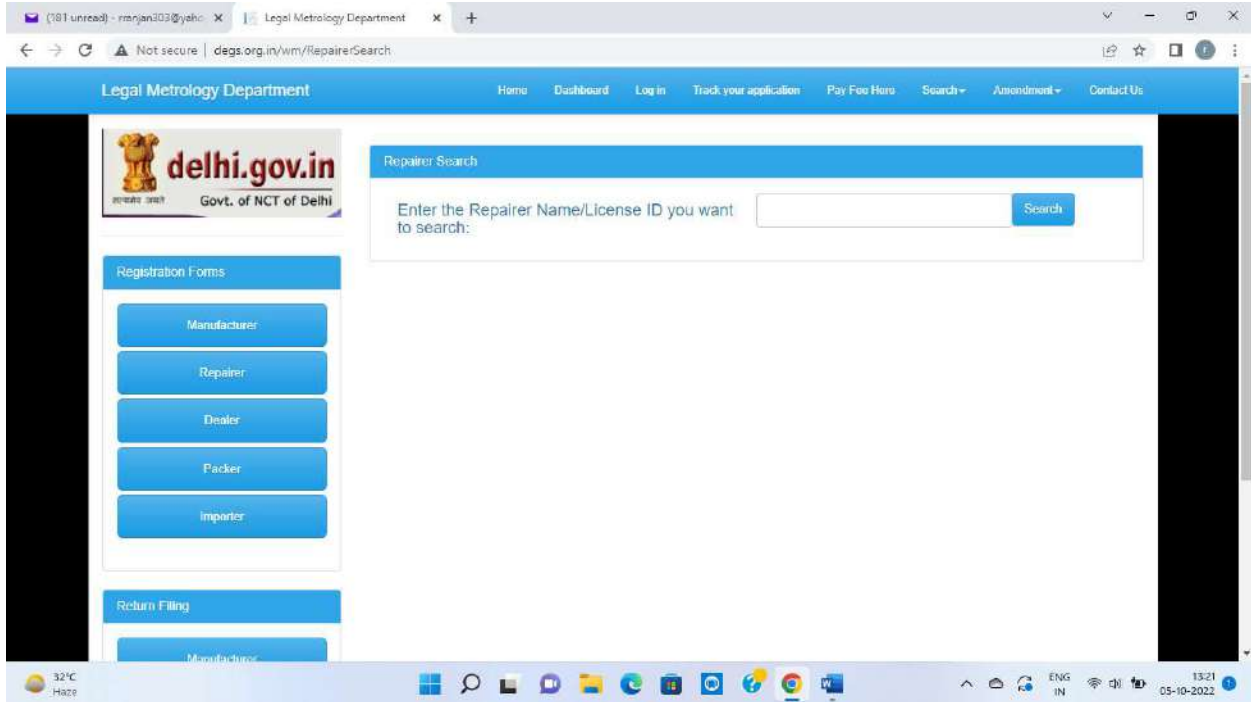
CONDITIONS OF LICENCE

1. The person in whose favour this licence is issued shall:

- Comply with all the relevant provisions of the Act and Rules for the time being in force.
- Not encourage or connive at any infringement of the provisions of the Act, or Rules for the time being in force.
- Exhibit this licence in some conspicuous part of the premises to which it relates.
- Comply with any general or special directions that may be given by the Controller of Legal Metrology.
- Surrender the licence in the event of closure of business and/or cessation of Licence.
- Submit the application for renewal of this licence, as required under the Rules before about thirty days of the date of expiry of the validity of the licence.
- Not sell, or offer, expose or possess for sale any non standard weight or measure.
- Every condition prescribed after the issue of this licence shall, if notified in the official Gazette, be binding on the persons to whom the licence has been granted.

Verification by Third Party: Licenses in Public domain

Step 1: Go to Search Section on portal (<http://degs.org.in/wm/repairerSearch/>) and Enter the repairer Name/License ID etc..” and may see the License.



Dash-Board on Home Page: link <http://degs.org.in/wm/DashboardView>

The dashboard displays a status report for various districts and categories. The data is organized into columns for different categories: Manufacturer (License, Approval), Dealer (Approval, License, Pending, Rejected), Repairer (Approval, License, Pending, Rejected), Importer (Approval, License, Pending, Rejected), and Packers (Approval, License, Pending, Rejected). Each cell contains a numerical value and a status indicator (green circle for active, red circle for pending/rejected).

District	License	Approval	Approval	License	Pending	Rejected	Approval	Approval	License	Pending	Rejected	Approval	License	Pending	Rejected	Approval	License	Pending	Rejected
Collateral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Central	2	1	0	0	1	31	72	0	0	2	17	2	1	0	0	0	1	108	24
East	2	1	0	0	1	42	17	0	4	21	7	4	0	1	2	44	6	14	21
New Delhi	0	0	0	0	5	0	2	1	0	0	0	0	0	0	0	17	4	0	0
North	3	1	0	0	1	1	17	59	0	7	9	3	0	0	3	57	13	0	2
North East	14	10	0	0	4	31	79	0	0	12	22	18	0	0	4	10	4	0	12
North West	42	27	0	0	10	62	38	0	3	21	28	17	0	1	2	121	37	0	4
West	3	2	0	0	1	20	14	0	4	20	10	1	0	0	0	270	38	0	12
South	11	8	0	0	1	8	23	12	0	1	10	4	4	0	0	121	39	0	3
South West	5	2	0	0	0	3	20	13	0	0	7	25	12	0	1	3	0	0	0
Taxi Meter	5	2	0	0	0	3	20	13	0	0	7	25	12	0	1	3	0	0	0
West	10	6	0	0	1	5	34	19	0	2	13	12	0	0	0	0	156	57	4

The End