



Advisory for applicants for Grant of Licence
under
Compulsory Registration Scheme

About this: This advisory provides essential guidance for applicants seeking a licence under the Compulsory Registration Scheme (CRS) as per BIS Conformity Assessment Regulations, 2018.

BUREAU OF INDIAN STANDARDS

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Overview:

1. Bureau of Indian Standards (BIS), the national standards body of India is operating the Compulsory Registration Scheme (CRS) under Scheme-II, Schedule-II of BIS (Conformity Assessment) Regulations 2018. Please visit the link <https://www.crsbis.in/BIS/about-crs.do> to view the details.
2. The Bureau grants a licence to manufacturer based on self-declaration of conformity of product through the application submitted by them indicating that they have necessary infrastructure for manufacturing quality products with requisite testing facilities on a continuous basis at their premises, the test results of product from third party lab indicating conformity of the product to the relevant Indian Standard; and the satisfactory outcome of review by BIS. The guidelines for Grant of Licence (GoL) under Scheme – II of Schedule – II of BIS (Conformity Assessment) Regulations 2018 can be downloaded from our website. The link is given below:
https://www.crsbis.in/BIS/app_srv/tdc/gl/docs/Guidelines_Grant_of_License.pdf
3. BIS has issued several guidelines regarding the operation of licences under CRS, including those for changes in the scope of licence and renewal of licence. These guidelines can be accessed at https://www.crsbis.in/BIS/bis_notification.do.
4. BIS regularly publishes circulars, and applicants and licensees are encouraged to review them periodically to stay informed of any updates. Circulars are available at <https://www.crsbis.in/BIS/wtsnew.do>.
5. BIS objective is to process the applications and request for Change in Scope of licence strictly within the prescribed timelines. However, certain shortcomings are often observed in the applications. Applicants are advised to follow the advisory (attached below) while applying for the applications for Grant of Licence and Requests for Change in Scope of Licence, to ensure smoother and more efficient processing of files.
6. Circulated for information of all applicants and licensees.

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1. Name and Address Authentication of the Manufacturing Unit:

- 1.1 While applying for a licence, the manufacturer must provide proof for the name and address of the manufacturing unit along with the scope of manufacturing activity (any document issued by the government of the country). Manufacturers are advised to ensure that the submitted documents for name and address proof of the manufacturing unit shall be same as the name and address applied on the portal.
- 1.2 Indian Manufacturers (MSME) opting for rebate as per BIS Conformity Assessment Regulations 2018, are advised to submit the MSME certificate for the present classification year, along with the manufacturing unit details. Further, the rebate shall be opted as per the type of enterprise declared in the MSME certificate for the present classification year.

2. Form - I (Application form for grant of new licence):

- 2.1 In cases, where the brand status is declared as 'Registered in India' or 'Applied for' by the applicant, both the brand status and the brand name, as specified in Form-I, shall correspond precisely with the information provided in the TMR (Trade Mark Registration) document submitted by the applicant, including the Brand Word Mark (TM applied for).
- 2.2 Form-I submitted shall be duly sealed and signed by the Authorized Representatives of Manufacturer as well as AIR (In case of Foreign Manufacturers). Authorization to representatives of manufacturer may be provided by the Top Management as declared in the Form I and to AIR (In case of Foreign Manufacturers) may be provided by the proprietor/CEO of the AIR Firm.
- 2.3 The product name mentioned in Form I, shall be same as mentioned the Test Report and vice versa.
- 2.4 Point 7 of Form I (Details of the Indian Representative nominated by the manufacturer) shall be selected in accordance with the provided documentation by foreign manufacturers. In case, Foreign Manufacturers opts for point 7(c) as per Form I, Brand owners are required to submit a declaration stating that there is no Proprietor / Registered User/subsidiary firm/branch office/ liaison office of the Brand/Trademark appearing on the article, located in India. In case, Foreign Manufacturers opts for point 7(b) as per Form I, Brand owners may submit an authorization towards the AIR Firm, stating that the AIR Firm is the Proprietor/Registered user/subsidiary firm/branch office/ liaison office of the Brand/Trademark appearing on the article is located in India
- 2.5 Manufacturers are advised not to apply for multiple applications for same product and same brand name in accordance with the circular dated 28th July 2016. Link for circular: https://www.crsbis.in/BIS/app_srv/tdc/gl/docs/CRS_E&IT_Multiple%20R-numbers.pdf

3. Brand:

- 3.1 In cases where the Brand status is declared as Registered in India or Applied for, by the applicant, the brand logo as per the TMR (Trade Mark Registration) certificate submitted by the applicant shall match the Brand logo as reported in the Test Report and in other documents submitted by the applicant.
- 3.2 Brand authorization letter to be provided by the Brand owner (as appearing on the TMR Trade Mark Registration certificate) towards the Manufacturing unit.

3.3 Separate application shall be made for each brand-name unless the brand-name owner is the same.

4. Form - II (Format for undertaking of test report):

4.1 Name and address of manufacturing unit, Test report details, model no.s, IS's, and product name mentioned in the submitted seal and signed Form II, shall be same as per the applied details on the portal.

4.2 The Form II shall be duly sealed and signed by the authorized signatory.

5. Form - III (Format for affidavit):

5.1 Applicants shall ensure that the correct form type is selected in the submitted affidavit.

5.2 The details such as name and addresses, mentioned in the affidavit shall precisely match the details provided in Form I.

5.3 The submitted affidavit shall be properly sealed and signed by an authorized person as well as duly executed and notarized.

5.4 The submitted affidavit shall be executed on a ₹100/- non-judicial stamp paper in accordance with the prescribed format of Form-III.

6. Form-IV (Nomination of Authorised Indian Representative):

6.1 Form- IV shall be duly sealed & signed by the authorized signatory of the manufacturer.

6.2 The details of the Authorized Indian Representative, including the appropriate selection of points 1(a), (b), or (c), shall be correctly done by the applicants in accordance with the prescribed format of Form-IV.

7. Test Reports:

7.1 The Model numbers reported in the submitted Test Reports shall be same as the applied Model mentioned in the Test Request for that Test Report.

7.2 The product category and product name mentioned on the Test Reports shall be same as the product category and product name applied on portal for GOL as well as requests for change in scope of licence.

7.3 The marking labels of all the applied models as per the Test Request shall be reported in the Test Reports.

7.4 The electrical ratings reported in the marking labels shall be in accordance with the general product description reported in the Test Reports and vice versa.

7.5 BIS Standard Mark shall not be applied on products which are not covered in the scope of licence, such as samples sent for testing to Labs which are to be applied for GOL.

7.6 Product category shall be identified carefully by the applicant as per the scope of the ISs and the coverage of product as per the QCOs issued by Regulators such as MeitY, MNRE, DCPC, etc.

7.7 For products applied under Parallel Testing, Application or Inclusion ID of the components under parallel testing shall be provided by the applicants along with the undertaking for parallel testing as indicated in circular dated 19 Dec 2022.

7.8 Applicants may submit technical brochure of the applied products as additional document, to provide better clarity of the product during application processing stage.

7.9 Applicants are advised to pursue the Test Report thoroughly, to ensure guidelines issued by the Regulators such as series guidelines issued by MeitY, guidelines for series approval of SPV Modules issued by MNRE, etc are adhered to.

8. General:

- 8.1 For seeking information regarding coverage of a product under the QCO, manufacturers are advised to take up the matter with concerned Regulator.
- 8.2 For seeking an exemption of any product from the QCO, Manufacturers are required to contact the concerned Regulator.
- 8.3 Manufacturers to submit information regarding details of consignees including the respective model numbers and brand names supplied (preferably), as well as the month of supply and quantity supplied, along with Form VI, for the Renewal of licence.