



കേരള ഗസറ്റ് KERALA GAZETTE

അസാധാരണം EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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തിരുവനന്തപുരം,
തിങ്കൾ

Thiruvananthapuram,
Monday

2025 ഫെബ്രുവരി 17
17th February 2025

1200 കുംഭം 5
5th Kumbham 1200

1946 മാഘം 28
28th Magha 1946

നമ്പർ
No.

574

GOVERNMENT OF KERALA

Electronics and Information Technology (B) Department

NOTIFICATION

G.O.(P)No.02/2025/ITD.

Dated, Thiruvananthapuram, 15th February, 2025
3rd Kumbham, 1200.

S. R. O. No. 172/2025

In exercise of the powers conferred by sub-section (1) of section 6A of the Information Technology Act, 2000 (Central Act 21 of 2000) read with clause (f) of sub-rule (1) of rule 2 of the Kerala Information Technology (Electronic Delivery of Services) Rules, 2010 and rule 4 of the Information Technology (Electronic Service Delivery) Rules, 2011, the Government of



Kerala hereby notify the electronic services of various Departments of Government as specified in the TABLE below as e-services, namely:-

TABLE

Sl. No.	E-Service	Principal Office	Application	Certificate/Output Format
(1)	(2)	(3)	(4)	(5)
I. WATER RESOURCES DEPARTMENT				
1	Obtaining Sewerage Connection	Kerala Water Authority	Form No.1	Form No.6
II. FOREST AND WILDLIFE DEPARTMENT				
1	Obtaining permission for Cutting a specified tree or transporting timber of a specified tree from a non-forest land and non-notified area (as per provisions of Kerala Promotion of Tree Growth in Non- forest Areas Rules, 2011)	Kerala Forest Department	Form I	Form II
2	Obtaining permission for transporting timber of specified trees cut under Section 6(3) from a non-forest land within the notified areas (as per provisions of Kerala Promotion of Tree Growth in Non-forest Areas Rules, 2011)	Kerala Forest Department	Form II	Form II
3	Obtaining permission for Transport permit for the Transport of timber of specified trees within the notified area in non-forest	Kerala Forest Department	Form III	Form II



	land (as per provisions of Kerala Promotion of Tree Growth in Non- forest Areas Rules, 2011)			
III. ELECTRONICS AND INFORMATION TECHNOLOGY DEPARTMENT				
1	Obtaining Startup Registration	Kerala Startup Mission	Form I	Form II
IV. POWER DEPARTMENT				
1	Permission for erection of Lift & Escalators or Making additions of Existing Lift & Escalators	Office of the Chief Electrical Inspector	Form A	Form B
2	License to work a Lift/Escalator	Office of the Chief Electrical Inspector	Form C, Form D & Form E	Form F
3	Renewal of License to work a Lift/Escalator	Office of the Chief Electrical Inspector	Form G	Form F

By Order of the Governor,
DR. RATHAN U. KELKAR,
Secretary to Government.

Explanatory Note

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

The Department for Promotion of Industry and Internal Trade (DPIIT), Government of India released the Business Reform Action Plan (BRAP), 2024 wherein all the States and Union Territories in the country are assessed on the basis of reforms implemented by them on designated parameters. The Ease of Doing Business (EoDB) ranking of states is based on the implementation of reforms prescribed in the Business Reform Action Plan (BRAP). The Department for Promotion of Industry



and Internal Trade (DPIIT) has subsequently introduced State Business Reform Action Plan Plus initiative. As per the reform recommendations under State Business Reform Action Plan Plus, in order to achieve a better rank in the Ease of Doing Business (EoDB) ranking, certain services rendered by various Departments shall be notified as e-Services. Therefore, the Government have decided to notify some of the services of Water Resources Department, Forest and Wildlife Department, Electronics and Information Technology Department and Power Department as "e-Services".

The notification is intended to achieve the above object.



Kerala Water Authority (Sewer Connections) Regulations, 2000

Form No.1

See Regulations 3(1) and 7

Kerala Water Authority**Application for Sewer Connection**

1. Name :
2. Address :
3. House No. :
4. Details of licensed plumber
for internal pipe laying
- a) Name :
- b) Address :
- c) License No. :
5. Consumer category : Domestic/ Non- domestic/industrial/
Casual/Residential Complexes/Flat
type residential building
6. Division/ Sub Division :
7. Other particulars :

I hereby agree to the rules and conditions of Authority for connection.

Date:

Signature

Intimation to the Applicant:

Kindly pay estimate fee of Rs.....
to the Cashier and submit this application to the undersigned along with receipt.

Date:

Assistant Executive Engineer

For Official Use Only

1. Estimate fee	Rs.	Receipt No.	Dt.
2. Estimated Deposit	Rs.	Receipt No.	Dt.
3. Special Deposit	Rs.	Receipt No.	Dt.
4. Final Payment	Rs.	Receipt No.	Dt.



Form No.6

Regulation 5(3)

Original

Accountant

Duplicate

Triplicate

File copy

Kerala Water Authority**Completion Report**

Work Order No. :

Date:

Name:

Consumer No. :

It is informed that above work order issued
by the Assistant Executive Engineer on
.....has been completed on
..... and the cost of labour
works to Rs.....

Assistant Engineer



Form I
[See Rule 3]

Declaration to be filed for cutting a specified tree or transporting timber of a specified tree from a non-forest land and non-notified area

1. Name and address of the applicant :
2. Sy. No. and extent of the field or fields on which the tree or trees proposed to be cut, uprooted or burnt stand :
3. Name of the Village/Taluk/Block and District where the land on which the trees stand or the timber lie :
4. Proof of ownership of the trees/ timber :
5. Number of trees to be cut :
6. List showing the species of tree/s proposed to be cut or list of logs to be transported, as the case may be, with Girth, Breadth, Height of the tree/s (1.4 m from ground level) :
7. Quantity of timber :
8. Reasons for seeking permission to cut the tree/s :
9. Place to which timber to be transported and purpose :

Place:
Date:

Signature of the Declarant

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief. I also undertake to comply with the conditions subject to which the permission may be granted by the Authorized Officer.

Signature of the Declarant

For Office use only

1. Date of receipt of the declaration by the Authorized Officer
2. Opinion of the Authorized Officer
3. Orders of the Authorized Officer

Place:
Date:

No.

Date:

Authorized Officer



Form II
[See Rule 4 (1) and (4)]

*Form of Declaration to be filed for obtaining permit for transporting timber
of specified trees cut under Section 6 (3) of the Act from a non-forest
land with in the 'notified areas'*

1. Name and address of the applicant :
2. Sy. No. and extent of the field/s on which the tree/s proposed to be cut, uprooted or burnt stand :
3. Name of the Village/Taluk/Block and District :
4. Proof of ownership of the timber :
5. List showing the logs to be transported (to be numbered serially) :
6. Purpose for which the timber is proposed to be transported :
7. Place to which timber to be transported :
8. Details of the order passed by the Authorized Officer for cutting the trees under section 6(3) (original order to be produced) :

Place:

Signature of the Declarant.

Date:

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief. I also undertake to comply with the conditions subject to which the permission may be granted by the Authorized Officer.

Signature of the Declarant

For Office use only

4. Date of receipt of the declaration by the Authorized Officer
5. Opinion of the Authorized Officer
6. Orders of the Authorized Officer

Place:

Date:

No:

Date :

Authorized Officer



Form III
[See Rule 4 (6)]
(Duplicate to be retained by the issuing officer)

Permit No. Forest Division

Transport Permit for the Transport of timber of specified trees within the notified area in non-forest land

1. Name and residence of the person to whom permit :
is issued
2. Description of produce :
3. Quantity :
4. Marks :
5. When obtained :
6. Destination :
7. Route (specify the name of Forest Watch Station/
Checking Station on the route) :
8. Period or time of validity :
9. Remarks :

Signature of the Authorized Officer

Name:

Designation:

(Office Seal)



Form I**Details to be filled in by the applicant for obtaining the Startup Registration****Company Details:**

- DIPP Number:
- CIN Number :
- Startup Name :
- Registered Address:
- State:
- District:
- Incorporation Date :
- Incorporation Type :

Contact Details

- Office Address *
- State:
- District:
- Display Email :
- Website

Team Details

- Team Details
- Total Number of Employees
- Total Number of Women Employees
- Director details

Product Details

- Product Name
- Sector | Industry
- Business Model
- Technologies
- Product Elevator Pitch
- Product Brief
- Product Details
- Product Video
- Product Image

Documents to be uploaded

- Upload Documents
- Company Logo
- DIPP Certificate
- Incorporation Certificate



Form II
Format of the Certificate Issued upon Startup Registration
Template

This is to certify that **[NAME OF THE STARTUP]** is registered as a Startup Company under Kerala Startup Mission, Government of Kerala with Unique ID **DIPPXXXX/YEAR/KSUMXXXX**

This unique ID is valid till **[DATE OF EXPIRY]** unless the turnover of the company has not exceeded Rs 100 Crore.

Note:

- Authorities accepting the certificate may check its validity at the Kerala Startup Mission portal (<https://startups.startupmission.in/>)
- This certificate is not valid for availing tax benefits
- This is a system generated certificate and hence doesn't require physical signature.
- This certificate is issued based on the product/startup profile submitted by the Startup and this is not a validation of their product/service capabilities. The user may validate the same before using such products/services.

[QR CODE for Verification]



APPENDIX

FORM 'A'

[See Rule 3(1)]

APPLICATION FOR PERMISSION TO INSTALL/MAKE ADDITION/ALTERATION TO
LIFT/ESCALATOR

To

The Inspector

.....

1. Full name and address of the Applicant :
2. Name and address of the Agent, if any :
3. (a) Address of the premises where the lift/escalator is to be installed/made additions or alterations :
(b) Approval reference of Local Body concerned for the building plan (copy of approval letter and approved plan to be enclosed) :
4. Whether a license has been previously granted (Details to be given) :
5. Type and Make of Lift/escalator proposed to be erected (A sketch of the Lift/escalator and erection) :
6. The rated maximum speed :
7. The number, description, weights (Kgs) and Size (in sq., mm.) of the supporting cables :
8. The depth of the pit from lowest part of the car when at the lowest floor (in mms) :
9. The Size of well/pit :
10. Details of the construction of the overhead arrangement with weight (kgs.) and size (mms) of beams :
11. Details of fee remitted :

Date:

Signature of the Applicant

Encl. (1) Chalan

(2) Copy of approval obtained from the Local body concerned for the building plan.

(3) Drawings.



FORM 'B'

[See Rule 3(2)]

No.....

Date.....

To.....

.....

.....

Subject: - Permission for erection of Lift/escalator or making additions of existing lift/escalator at the premises of M/s..... Granted-Regarding.

Permission is hereby granted to erect lift/escalator or make additions or alterations of existing lift/escalator under Rule 3 of Kerala Lifts and Escalators Rules, 2012 at the premises of owned by

Subject to the provisions of the Kerala Lifts and Escalators Ordinance, 2012 and the Kerala Lift and Escalator Rules, 2012.

The permission is valid for a period of one year from the date on which it is granted. The lift/escalator shall not be worked until a license is granted by the Inspector for working the Lift/escalator in accordance with Rule 4 of the Kerala Lifts and Escalators Rules, 2012.

Signature.....

Inspector

FORM 'C'

[See Rule 4 (1)]

NOTICE INTIMATING THE COMPLETION FOR THE WORK OF ERECTION OF
A LIFT/ESCALATOR AND APPLICATION FOR A LICENSE TO WORK THE
LIFT/ESCALATOR

To

The Inspector

.....

Sir.

Subject: Erection of Lift/Escalator at the.....

With reference to your letter No..... by which permission has been granted to erect a Lift/Escalator at the above-mentioned premises, I/We have to state that the work of erection of the Lift/Escalator was completed on.....by Sri/M/s..... I/We further request that a license for working the Lift/Escalator may be granted. The work of erection of the Lift/Escalator has been carried out in accordance with the provisions of the Kerala Lifts and Escalators Rules, 2012.

A fee of ₹ 2000 (Rupees Two Thousand only) has been remitted to the Government. Treasury and the Treasury receipt for that amount is enclosed.

A work completion Report of the authorized manufacturer of Lift/Escalator or completion Report of the licensed Electrical Contractor and copy of Insurance Policy taken by the owners for the Lift/Escalator covering insurance for the persons using the Lift/Escalator are enclosed.

Yours Faithfully,

Signature of the owner of the Lift/Escalator.

Encl.

1. Chalan of Government Treasury.
2. Work Completion Report of the authorized manufacturer of Lift/Escalator or Company of Electrical and Mechanical Engineers
3. Copy of insurance Policy.



FORM 'D'
[See Rule 4(1) (a)]

To
The Inspector

Sir,

Subject: Erection of Lift / escalator at the premises of M/s.
.....

Reference: Submission of Completion Report

We (Name
of the authorized manufacturer of Lift / escalator having undertaken the work of the erection of the Lift /
escalator at the premises of
..... and having completed the erection of the said Lift / escalator hereby certify that the work of
erection of the Lift / escalator complies with the provisions of the Kerala Lifts and Escalators Rules,
2012. We further certify that the erection and testing of the Lift / escalator has been carried out in
accordance with the Kerala Lifts and Escalators Ordinance, 2012 (Ordinance 51 of 2012) and
Kerala Lifts and Escalators Rules, 2012 and confirm that the Lift / Escalator, car motor, controller,
ropes, governor and all system have been tested and confirm to the Bureau of Indian Standards / IEC.

It is certified that the building in which the Lift / escalator is erected is structurally sound and stable.

We further certify that the Lift / escalator installation is ready for inspection which is required
to be made for the purpose of issuing a license under the said Ordinance and Rules, for working the
same.

We undertake the full responsibility of the installation to be handed over duly to the Owner
after inspection a compliance of provisions of the said Ordinance and Rules.

Yours faithfully,

Signature of the manufacturer of the Lift /
Escalator.



We report that the electrical installation detailed below has been installed by us and tested and that to the best of our knowledge and belief, it complies with Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulations, 2010 as well as the Indian Standard Code of practices for Electrical Installations :-

1. Electrical installation at
2. Voltage and system of supply
3. Particulars of works:
 - (a) M V Installation:

Sl.No.	Equipment	Capacity	Voltage	Fed from Distribution, Board / Switch Board.
(1)	(2)	(3)	(4)	(5)

- (b) Lighting:
- (c) Test results:

4. (1) Insulation resistance for the whole installation.
- (2) Between Phases.
- (3) Between each phase and earth.

- II (1) Resistance of earth electrode for earthing system.
 (2) Maximum earthing resistance of installation.

Signature of Electrical Supervisor

Signature of Electrical Contractor

Signature of Owner

Name and address

.....

Name and address

.....

Name and address

.....

COMPETENCY CERTIFICATE

ELECTRICAL CONTRACTORS LICENSE

No.

No.

Valid upto

Valid upto

Dated

Dated



FORM 'F'

[See Rule 4 (2), 6 (2) and 6]

LICENSE TO WORK A LIFT/ESCALATOR

(This license is to be renewed annually and must be produced to the Inspector when called for)

License No.

Date.....

Sri/M/s.....are hereby granted license to work of cause to be worked or allow the working of the Lift/Escalator erected and inspected on

..... at the premises No. subject to the provisions of the Kerala Lift Ordinance, 2012 (51 of 2012) the Kerala Lift and Escalators Rules, 2012 the particulars of which are given below:

The license shall remain valid from.....to.....

(i) Make and Serial No.

(ii) Type

(iii) Type of Control

(iv) Capacity

.....and is issued subject to the conditions set out on the below:

CONDITIONS

1. The Lift/Escalator and its installation shall be worked and maintained in conformity with the Provisions of the Kerala Lifts and Escalators Ordinance, 2012 and the Kerala Lifts and Escalators Rules, 2012.
2. No additions or alterations to the Lift/Escalator and its installation shall be carried out without previous permission in writing of the Inspector.
3. If the holder of this license ceases to have interest in the lift or escalator installation for which the license is granted, the holder shall intimate the matter to the Inspector.
4. Whoever contravenes any of the provisions of the Ordinance or the rules made thereunder or the terms and conditions of a permission or of a license or a direction given by the Inspector or any person appointed under Section 13 of the Ordinance to assist him, shall be punishable with fine which may extend to ₹ 1000 (One Thousand only) and in the case of a continuing contravention with a further fine which may extend to fifty rupees for every day during which such contravention is continued after such conviction.

Inspector



FORM 'G'
[See Rule 5(1)]
**APPLICATION FOR RENEWAL OF LICENSE FOR WORKING
A LIFT/ESCALATOR**

To
The Inspector

.....
.....

Sir,

Subject: —Application for renewal of license for working the lift/escalator
at the premises of.....

As required under Rule 5(1) of the Kerala Lifts and Escalators Rules, 2012, I/We hereby apply for the renewal of license for working the Lift/ Escalator and the required particulars are furnished below and request that renewal of license may be granted.

1. Full name and address of the applicant:
2. Name and address of the local agent, if any:
3. Address of the place where the Lift/ Escalator has been erected together with the name of the Owner thereof:
4. Details of license previously granted:
5. Whether ₹ 1000 (Rupees One Thousand only) for each Lift/Escalator is enclosed:
6. Whether a copy of valid Insurance policy taken:

by the Owner of the Lift/Escalator covering insurance for persons using the Lift/Escalator is enclosed?

Yours Faithfully,

Signature of the Owner of the Lift/Escalator

Encl. - (1) Chalan of Government Treasury.
(2) Copy of Insurance Policy.

