

HALLMARKING DEPARTMENT

Our Ref.: HMD/14:1

24.04.2008

Sub: Corporate Hallmarking Licence for Multi Chain Outlets

Under the BIS Hallmarking Scheme for Gold & Silver, jewellers are required to take licence for hallmarking for each location and retail outlet. However, requests have been received from jewellers having same management but several retail outlets to be covered under one corporate licence. For organizations having multi chain outlets, for administrative convenience to the corporate, provision of grant of corporate hallmarking licence has been approved. The details of the grant and operation of corporate licence are given below:

1. Grant of Licence: An organization may be granted a licence at corporate level (called Corporate Licence) and all its outlets get covered under the licence with the following conditions:

- a) If the multi-chain outlets fall under the jurisdiction of the Branch Office (BO), Head (BO) shall grant the licence as done presently. In case of multi-chain outlets are under more than one Branches, but under one region, DDGR shall be the granting authority. In case of multi-chain outlets under more than one region, DDG (HP) shall be the granting authority.
- b) The details of outlets including addresses will be endorsed in the licence document. This licence will be valid for 3 years. The copies of the licence document will be sent by the granting authority to all applicable BOs. Each retail outlet shall also have a copy of the licence document.
- c) The organization holding corporate licence shall have to apply to the concerned authority for inclusion of all its new outlets including payment of additional fee, which will be endorsed in their licence. However, the validity of these new outlets will be till the validity of Corporate licence.
- d) For applying for Corporate licence, the organization shall enclose a letter with the application form with a request to grant Corporate licence and enclosing the Undertaking (HM/PF 308) with list of retail outlets to be covered.

2. Surveillance: The licensee will also be required to implement the requirements of BIS Hallmarking Scheme in all its outlets including permitting BIS officers to draw market samples as per the Scheme of Certification from any of the retail outlets.

3. Violations of Conditions of Licence: In case of violation of any condition of licence by any one retail outlet, corporate licensee shall be advised to take corrective actions. Also, in case BIS decides to take action like stop submitting articles for hallmarking, it shall be taken on Corporate licensee. Further, in case of misuse by any retail outlet, the licence being one i.e. corporate licence, shall be cancelled.

4. Fee Structure for Grant of Corporate Licence: The following fee structure shall be applicable for Corporate licence under Hallmarking:

Range of Outlets	Certification fee to be charged
Threshold of upto 25 outlets	Rs. 4,00,000/-. (Rs. 3,93,750/- based on 30% discount on average of certification fees for Metro & State District Headquarters)
26-50 retail outlets	Certification fee for 25 outlets + 35% discount on applicable certification fees for the location i.e. Rs. 16,250/- for every additional retail outlet in excess of 25 outlets in 4 Metros & Rs. 13,000/- for every such additional retail outlet in State/ District Headquarters.
51-100 retail outlets	Certification fee for 50 retail outlets + 40% discount on applicable certification fees for the location i.e. Rs. 15,000/- for every additional retail outlet in excess of 50 retail outlets in 4 Metros & Rs. 12,000/- for every such additional retail outlet in State/ District Headquarters.
101-300 retail outlets	Certification fee for 100 retail outlets + 45% discount on applicable certification fees for the location i.e. Rs. 13,750/- for every additional retail outlet in excess of 100 retail outlets in 4 Metros & Rs. 11,000/- for every such additional retail outlet in State/ District Headquarters.
301 and above retail outlets	Certification fee for 300 retail outlets + 50% discount on applicable certification fees for the location i.e. Rs. 12,500/- for every additional retail outlet in excess of 300 retail outlets in 4 Metros & Rs. 10,000/- for every such additional retail outlet in State/ District Headquarters.

5. Any organization having multi-chain outlets may take individual licence for each of its retail outlets with 25% discount or opt for Corporate licence.

6. Circulated for information and implementation with immediate effect.

(H.S. Pasricha)
Sc. E (Director) (HMD)

DDG (HP)

All ROs & BOs

Cc: DDGRs

UNDERTAKING TO BE SUBMITTED WITH APPLICATION
FOR CORPORATE LICENCE
(For Gold & Silver)

1. I/We carrying on business at _____
(full address of the applicant)

under the style of _____
(Name of the firm)

and applied for the Corporate licence under BIS Certification Scheme for Hallmarking of Gold/Silver Jewellery/Artefacts as per IS 1417:1999 or Is 2112: 2003 hereby undertake that,

a) I/We have enclosed the list of retail outlets to be covered with complete address, contact person, telephone no. etc. and will intimate BIS whenever there is any change of address in any of the retail outlets covered under the Corporate licence.

b) I/We shall ensure that all the retail outlets covered under the Corporate licence shall implement the BIS Scheme for Certification

c) I/We shall supply, free of charge, the sample or samples required from any of the retail outlets covered under the Corporate licence.

2. I/We understand that in case of violation of any condition of licence by any one retail outlet, the action shall be taken by BIS on Corporate licence. The action may include advise to take corrective actions, stop submitting articles for hallmarking or cancellation of the BIS licence.

3. I/We accept the fee structure applicable for Corporate licence.

Signature :

Name :

Place : Designation :

Date : Seal :

This document was created with Win2PDF available at <http://www.win2pdf.com>.
The unregistered version of Win2PDF is for evaluation or non-commercial use only.
This page will not be added after purchasing Win2PDF.