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NOTIFICATIONS BY GOVERNMENT

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CONSUMER AFFAIRS, FOOD AND CIVIL SUPPLIES DEPARTMENT
(CS-I.CCS)

**GUIDELINES FOR SALE OF BIODIESEL FOR BLENDING WITH HIGH SPEED DIESEL FOR
TRANSPORTATION PURPOSES - 2021.**

[G.O.Ms.No.1, Consumer Affairs, Food & Civil Supplies (CS.I.CCS), 6th February, 2021.]

In exercise of the powers conferred by section 3 read with section 5 of the Essential Commodities Act, 1955 (Central Act 10 of 1955) and in terms of the Order of Government of India, Ministry of Consumer Affairs, Food and Public Distribution, GSR 728 (E) on 29th June, 2017, and in pursuance of the notification issued by Government of India in F.No.P-13039 (18)/1/2018-cc(P-26825), dt:30.4.2019 (the Governor of Telangana hereby issue the following guidelines namely.

1. Short Title, extent and commencement

(a) These guidelines may be called the “**Guidelines for sale of Biodiesel for blending with High Speed Diesel for transportation purposes in Telangana State – 2021.**”

(b) These guidelines shall extend to the whole of the State of Telangana

(c) These guidelines shall come into force from the date of their publication in the Gazette and remain in force until further orders issued by Central / State Government.

2. Registration certificate to permit to conduct business in Bio-Diesel :-

Application for Registration Certificate to permit manufacture, supply, sale / storage for sale of Bio-Diesel (B-100) and retail sale of Biodiesel (B-100) through an outlet exclusively for retail selling of Biodiesel shall be made to the Collector (CS) / Additional Collector of the District and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department.

The Collector (CS) / Additional Collector of the District and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department where the Manufacturing unit / Supply point / Storage point and / or Retail Outlet exclusively for retail selling of Biodiesel (B-100) is to be set up shall issue Registration Certificate to conduct business in Bio-Diesel (B-100).

(A). Form of application :-

(a). Application for Registration Certificate for storage for retail sale / retail sale of Biodiesel (B-100) exclusively for retail selling of Biodiesel (B-100) shall be made in the appended Form-I to the Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department, where the Retail Outlet is to be set up.

(b). The Biodiesel manufacturers / suppliers / sellers (Other than retailers) shall submit application in the appended Form - II to the Collector (CS) / Additional Collector concerned for Production / Manufacture / Supply / Sale / Storage for sale (other than retail sale) of Bio-diesel in the district.

(B) .Form of Registration Certificate for retail selling of Bio-diesel:-

- (i) Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department shall grant Registration Certificate in the appended Form-III exclusively for retail sale / storage for retail sale of Biodiesel (B-100) only and not for any mixture thereof of whatever percentage.
- (ii) Registration Certificate for setting up the retail outlet for sale of biodiesel shall be subject to the Registration / Approvals / No Objection Certificates **as per Annexure** from the respective Central / State / Local Government / Authorities in which the retail outlet is located and other concerned authorities mentioned therein.
- (iii) This Registration Certificate shall be displayed prominently at the place of business of Biodiesel Retail outlet.
- (iv) Biodiesel to be sold in pursuance of aforesaid permission should be indigenously produced and not imported.

- (v) Renewal of Registration Certificate shall not be required.
- (vi) The holder of Registration Certificate shall not contravene the provisions of these guidelines.

(C). Form of Registration to the biodiesel manufacturers, suppliers and sellers

- (i) Collector(CS)/ Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department shall issue Registration Certificate in the Form – IV to the Bio-diesel manufacturers, suppliers and sellers (Other than retailers) for supply of bio-diesel to the Retail Outlets for retail selling of Bio-Diesel in the district.
- (ii) Registration Certificate for Production / Manufacture / Supply / Sale / Storage for sale (other than retail sale) of Bio-diesel shall be subject to the Registration / Approvals / No Objection Certificates **as per Annexure** from the respective Central / State / Local Government / Authorities and other concerned authorities mentioned therein.
- (iii) This Registration Certificate shall be displayed prominently at the place of business of Biodiesel.
- (iv) Biodiesel to be sold in pursuance of aforesaid permission should be indigenously produced and not imported.
- (v) Renewal of Registration Certificate shall not be required.
- (vi) The holder of Registration Certificate shall not contravene the provisions of these guidelines.

(D). Fee:-

The Bio-diesel manufacturers / suppliers / sellers and Proprietors / Owners of the Bio – diesel retail outlets shall pay fee equivalent to Form – B license under the Telangana Petroleum Products (Licensing & Regulation of Supplies) Order, 1980 on par with dealers in Motor Spirit & High Speed Diesel to Register with Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad, so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department and for obtaining Registration Certificate from them.

Notice Board:

(a) Separate boards in English / Telugu shall be prominently displayed at the biodiesel retail outlet. Percentage of Biodiesel allowed to be blended with diesel in the customer's automobile tank shall be indicated in the Notice Board. There shall be clear warning displayed at the biodiesel retail outlet (on the above notice board) that **"use of biodiesel with percentage exceeding the prescribed percentage can cause damage to the engine"**.

(b) Working hours, supplier name and address, mobile number and details of quality of Bio Diesel, Opening Balance, Receipts, Sales & Closing Balances along with name and mobile numbers of District Supply Officer, Assistant Supply Officer of Civil Supplies Department, Tahsildar of Revenue department and District Inspector Legal Metrology department shall be depicted on the Notice Board.

Sampling:-

Biodiesel retail outlet owner / operator shall retain samples of at least last three supplies received by them from their suppliers for inspection and / or testing by any authority authorized for the purpose, as above.

Maintenance of records:-

(a) The biodiesel retail outlet owner / operator shall maintain permanent record of each and every sale of biodiesel made by it in a register. The Retail Outlet operator may also maintain computerized records which would be updated as and when transaction completed and be made available for inspection at all times.

(b) Bill (in duplicate) shall be issued for each sale, clearly showing vehicle number and customer name / contact number giving details of quantity sold, rate charged and date and time of sale. (One copy for customer and one for Retail Outlet record.)

Inspections :-

(a) The following State Government authorities are empowered to carry out inspections of the retail outlets selling Biodiesel to ensure that the biodiesel is being made available to the customer in the right quality and *quantity and is not* being sold as a standalone fuel for transportation purposes.

- (i) Officers not below the rank of Assistant Supply Officer of Civil Supplies Department / Tahsildar of Revenue department in the State of Telangana.
- (ii) All the Officers of Vigilance and Enforcement, General Administration Department not below the rank of Deputy Superintendent of Police in the State of Telangana.
- (iii) Officers of Legal Metrology Department not below the rank of District Inspector, Legal Metrology in the State of Telangana.

- (iv) Any Officers of Government Oil Company not below the rank of Sales Officer operating in the State of Telangana.
- (v) Any other Gazetted Officer of Civil Supplies Department / Revenue Department authorized by the Commissioner of Civil Supplies / Collectors (CS) specifically for the purpose.

(b) The anti adulteration cells of Public Sector Oil Marketing Companies along with State Government Officials authorized under guideline 6 (a) are empowered to inspect, search and seize unauthorized and unscrupulous Biodiesel manufacturing plants, the storage and distribution units and Retail Outlets.

Norms for pumps selling Biodiesel:-

(a) All volume and safety distance norms applicable for Class B Petroleum Products shall be applicable for pumps selling Biodiesel as it is meant for blending with High Speed Diesel which is a Class B Petroleum Product.

(b) Mobile laboratories of Oil Industry also have the jurisdiction to cover retail outlets selling Biodiesel, manufacturing plants, storage and distribution network of Biodiesel

Contravention of Conditions of Registration Certificate Provisions of these guidelines:-

- a) The Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department may suspend / cancel the Registration Certificate granted under these guidelines for the contravention of these guidelines and conditions of Registration Certificate, after providing opportunity to the owner of Retail Outlet and holder of Registration Certificate.
- b) Pending action above, the Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department may order interim suspension of Registration Certificate
- (C) The Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department shall also proceed with administrative action on the analogy of the Marketing Discipline Guidelines (MDG) of PSU Oil Companies for retails Outlets selling MS (Petrol) and HSD (High Speed Diesel) .

Appeal:-

(a) Any person aggrieved by orders of Collector (CS) / Additional Collector and the Chief Rationing Officer, Hyderabad so far as twin cities of Hyderabad and Secunderabad, who are of concerned of Food and Civil Supplies Department issued in guideline number 8 above or rejecting the request to grant Registration Certificate may prefer appeal within 30 days from the date of receipt of the order by him/her to the Commissioner of Civil Supplies.

(b) The Appellate Authority shall dispose the appeal as early as possible not more than 3 months from the date of filing of appeal, giving reasonable opportunity to the applicant. The Appellate Authority shall pass such order as he/she may think fit, conforming, modifying, annulling the orders appealed.

(c) Pending disposal of appeal, the Appellate Authority may direct that the orders against which an appeal preferred shall not take effect till disposal of appeal filed.

:: Annexure ::**Registration / Approvals / NOCs required:-**
(Guideline 2(B) (ii))

- i. District Magistrate / District Commissioner on similar lines as is being done for Retail Outlets of Public Sector Oil Marketing Companies.
- ii. Petroleum and Explosives Safety Organization (PESO) license, as required
- iii. National / State High way Authorities
- iv. Weights and Measures Department of respective State / UT
- v. Land use certificate of commercial land from District Administration
- vi. GST Registration
- vii. Fire Department
- viii. Shops and Establishments Act
- ix. Environmental Clearance from the Pollution Control Board of the respective State / UT

Form – "I"**(Guidelines No. 2 (A) (a))****"Guidelines for sale of Biodiesel for blending with High Speed Diesel for transportation purposes in Telangana State 2021****APPLICATION FOR GRANT REGISTRATION CERTIFICATE TO THE
RETAILERS FOR PURCHASE / SALE / STORAGE FOR SALE OF BIO DIESEL
(100) (Exclusively for retail sale)**

1. Applicant's Name:
2. Applicant's profession:
3. Applicant's residence address:
4. Address of business:
number of the house: mohalla: town or village,
police station and district:
5. Quantity of Bio Diesel likely to be handled during
the current year:
6. Income-Tax paid in the two years preceding the year of
application (to be indicated separately):
 - i)
 - ii)
7. I have carefully read the conditions of the Registration Certificate in
Form - II and I agree to abide by them.
8. (a) I have not previously applied for such Registration Certificate in
this district.

(b) I have applied for such Registration Certificate in this district
for bio diesel and was not granted on _____
9. Challan No. and Date :
10. Name and Address of the Supplier of Bio - Diesel :
11. Copy of permission /Approval obtained by the Supplier/Manufacturer.

PLACE:

DATE:

SIGNATURE OF THE APPLICANT.

Form – "II"**(Guidelines No. 2 (A) (b))****"Guidelines for sale of Biodiesel for blending with High Speed Diesel for transportation purposes in Telangana State 2021"****APPLICATION FOR REGISTRATION OF MANUFACTURERS /
SUPPLIERS / SELLERS (Other than Retailers) TO BUSINESS IN BIO-
DIESEL**

1. Applicant's Name and address:
2. Present occupation:
3. Applicant's at which the business is to be set up (H.No., Mohalla Town / Village, Mandal)
4. Details of manufacturing units / storage points of Bio-diesel
5. How long has the applicant been in business of Bio diesel
6. Quantity of Bio Diesel handled annually during the last 3 years:
7. Quantity of Bio Diesel likely to be handled during the current year.
8. Income-Tax paid in the two years preceding the year of application (to be indicated separately):
 - i)
 - ii)
9. Quantity of Bio Diesel in the possession of the applicant on the date of application:
10. I declare the quantities of Bio Diesel specified above are in my possession this day and are held at the places noted against them :
11. I have carefully read the conditions of the Registration Certificate given in Form 'IV' and I agree to abide by them.
12. (a) I have not previously applied for such Registration Certificate in this district.
(b) I have applied for such Registration Certificate in this district for bio Diesel and was not granted on _____
13. Copies of Permission & approval granted by Central / State Governments / Local bodies to conduct business in Biodiesel are enclosed.
14. Challan No. & Date

I have carefully read the conditions of the Registration Certificate given in Form-IV appended to this order and I agree to abide by them.

PLACE:

DATE:

SIGNATURE OF THE APPLICANT.

FORM III**(Guidlines No. 2 (B) (i))**

"Guidelines for sale of Biodiesel for blending with High Speed Diesel for transportation purposes in Telangana State – 2021"

**CERTIFICATE OF REGISTRATION FOR EXCLUSIVELY FOR
RETAIL SALE OF BIO-DIESEL (B-100)**

R.C. No. _____

Dated: _____

1. Subject to terms and conditions mentioned in this Registration Certificate _____ Sri/Smt./M/s. _____ S/o. _____ R/o _____ is/are hereby authorized to set up a retail outlet holder of the Retail Sale of Bio Diesel outlet.

2. (a) The Registration Certificate shall carry on the aforesaid business at the following place.

(b) Bio Diesel in which the aforesaid business is to be carried on shall not be stored at any place other than any of the godowns or places mentioned below:

3. i) This holder of Registration Certificate shall, except when specially exempted by the Government, maintain a register of daily accounts of the Bio Diesel showing correctly:

- a) the opening stocks on each day.
- b) the quantities received on each day, showing the places from which and the source from which received.
- c) the quantities sold during each day.
- d) the closing stocks on each day.

ii. The holder of Registration Certificate shall keep in the business premises mentioned in conditions 2, all the records and books relating to the transactions of purchase, sale or storage so as to make them readily available to the Inspecting Officers to inspect.

iii. The holder of Registration Certificate shall retain a copy of the indent sent by him to the Manufacturers / Suppliers / Sellers for supply of Bio-Diesel, for a period of 3 years as from the date of indent. The dealer or the authorised agent on his behalf shall sign on the invoice of the supplier in token of receipt of the product.

iv. The holder of Registration Certificate shall sell Bio-diesel (B-100) only and not for any mixture thereof of whatever percentage.

v. The Registration Certificate holder submit Registration / Approvals / No Objection Certificates as per **Annexure** from the respective Central / State / UT / Local Government / Authorities in which the retail outlet is located and other concerned authorities mentioned therein.

vi. The Registration Certificate shall be displayed prominently at the point of sale of Biodiesel.

viii. Biodiesel to be sold in pursuance of aforesaid Registration Certificate shall be indigenously produced and not imported.

viii. Separate boards in English & Telugu shall be prominently displayed at the biodiesel retail outlet displaying the percentage of Biodiesel allowed to be blended with diesel in the customer's automobile tank.

ix. Also, there should be clear warning displayed at the biodiesel retail outlet (with above board) that usage of biodiesel with percentage exceeding the prescribed percentage can cause damage to the engine.

x. The Registration Certificate holder shall maintain the material balance along with supplier details.

xi. The biodiesel retail outlet owner / operator shall make available the same at the retail outlet at all times for inspection by any authority authorized for the purpose either by the concerned State / UT Government and / or Central Government.

xii. Retain samples at least last three supplies received by them from their suppliers for inspection and / or testing by any authority authorized for the purpose, as above.

xiii. The Registration Certificate shall maintain a permanent record of each and every sale of biodiesel made by it in a register which would be updated on a daily basis and be available for inspection at all times. Issuing of bill (in duplicate) for each sale, clearly showing vehicle number and customer name / contact number giving details of quantity sold, rate charged and date and time of sale would be mandatory. (One copy for customer and one for Retail Outlet record.)

xiv. The shall only Biodiesel conforming to BIS Standards and not mixture of Biodiesel and Diesel or only Diesel.

4. This Registration Certificate shall not be transferred to any other person or by the person to whom it is issued and in case of change in the ownership by transfer, lease or otherwise, a fresh Registration Certificate shall be applicable by the person who has acquired such ownership.

PLACE:
DATE:

Signature of the Officer
Issuing the Registration
Certificate.

FORM 'IV'
(Guidelines No. 2 (C) (i))

"Guidelines for sale of Biodiesel for blending with High Speed Diesel for transportation purposes in Telangana State – 2021"

**REGISTRATION CERTIFICATE TO THE BIO DIESEL
MANUFACTURERS, SUPPLIERS AND SELLERS**

Registration
No.

Dt.

Certificate

1. Subject to terms and conditions mentioned in this Registered Certificate Sri/Smt./M/s. _____ S/o. _____
R/o _____ is/are hereby authorized to maintain supply and sale of Bio Diesel to Retail outlets.

2. (a) The Manufacturer / Supplier / Seller shall carry on the aforesaid business at the following place.

(b) Bio Diesel in which the aforesaid business is to be carried on shall not be stored at any place other than any of the godowns or places mentioned below:

3.(i) This Manufacturer / Supplier / Seller shall maintain a register of daily accounts of the Bio Diesel showing correctly:

a) the opening stock on each day.

b) the quantities received on each day, showing the places from which and the source from which received.

c) The quantities sold during each day.

d) the closing stocks on each day.

ii) The Manufacturer / Supplier / Seller shall keep all the records and books relating to the transactions of sale or storage so as to make them readily available to the Inspecting Officers to inspect.

iii) The Manufacturer / Supplier / Seller shall retain a copy of the indent received by him from the Bio – Diesel Retailers for supply of Bio-Diesel, for a period of 3 years as from the date of indent. The dealer or the authorised agent on his behalf shall sign on the invoice in token of receipt of the product.

vi) The Manufacturer shall sell Bio-diesel (B-100) only and not for any mixture thereof of whatever percentage.

- v) The Manufacturer / Supplier / Seller shall be displayed the Registration Certificate prominently at the business premises.
- vi) Biodiesel to be sold in pursuance of aforesaid Registered Certificate shall be indigenously produced and not imported.
- vii) Separate boards in English / Telugu shall be prominently displayed at the biodiesel retail outlet displaying the percentage of Biodiesel allowed to be blended with diesel in the customer's automobile tank.
- viii) The Manufacturer / Supplier / Seller shall maintain the material balance along with supplier details. The Manufacturer / Supplier / Seller shall make available the same at the retail outlet at all times for inspection by any authority authorized for the purpose either by the concerned State / UT Government and / or Central Government.
- ix) The Manufacturer / Supplier / Seller shall retain samples of at least last three supplies received by them from their suppliers for inspection and / or testing by any authority authorized for the purpose, as above.
- x) The Manufacturer / Supplier / Seller shall maintain a permanent record of each and every sale of biodiesel made by it in a register which would be updated on a daily basis and be available for inspection at all times.
- xi) The Manufacturer / Supplier / Seller shall sell only Biodiesel conforming to BIS Standards and not mixture of Biodiesel and Diesel or only Diesel,
4. This Certificate of registration shall not be transferred to any other person or by the person to whom it is issued and in case of change in the ownership by transfer, lease or otherwise, a fresh registration shall be applicable by the person who has acquired such ownership.

PLACE:
DATE:

Signature of the Officer
issuing the Registration Certificate.

V. ANIL KUMAR,
Ex-Officio Secretary to Government.

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