

FORM W
(See rule 34)

Please affix here
Court Fee Stamp of
Rs.20/-

Application for License of Fire and Life Safety Auditor

To,
The Director, MF&ES
Directorate of Maharashtra Fire & Emergency Service,
Hans Bhugra Marg, Kalina, Santacruz (E),
Mumbai 400098

Sub: Grant or renewal of License of Fire and Life Safety Auditor under the
Maharashtra Fire Prevention and Life Safety Measures Act, 2006 (Mah.
III of 2007).

Sir,

I/we undersigned hereby applies for grant of or renewal of Licence of Fire and Life Safety Auditor for the evaluation of fire prevention and life safety in any place, building or part thereof under the Maharashtra Fire Prevention and Life Safety Measures Act, 2006 (Mah. III of 2007). The particulars are given below:-

(1)	Full Name of the Applicant : (In capital letters).	
(2)	In case of Association of Persons the details of registration under the relevant act.	
(3)	Address (Residence):	
(4)	Address (Office):	
(5)	Technical qualification and experience as per the requirements of the act. :	
(6)	Details of staff :	
	(a) Supervisory staff- names, qualifications and addresses of each-	
	(b) Other employees - names, qualifications and addresses of each-	
(7)	Details of work with regard to fire and life safety audit, in case of renewal ---	
	(a) Name or nature of work	
	(b) Type of Occupancies for which fire and life safety audit is carried out.	
	(Note – attach self attested Copies of Work executed and Form V)	
(8)	List of machinery, Tools and Equipment.:	
(9)	Has the applicant or person having requisite qualification has been blacklisted in the past by any Government Department / Organization / other State?	

(10)	Has the applicant applied for registration elsewhere in his name or in the names of partner, Director or firm or company? If so, whether the application is rejected? Give particulars.	
(11)	Details fees:-	
	(a) Fee Amount	
	(b) UTR No.	
	(c) Date:	
(12)	If the application is for renewal of the existing license, the details in respect of the license and the period of its validity (copy of the license appended)	
(13)	Whether the license of Fire and Life Safety Auditor granted any time previously has been suspended or cancelled; and if so, reasons, therefore	

I request you to grant the license of Fire and Life Safety Auditor under the said Act.

Thanking you,

Yours faithfully,

Applicant

DIRECTORATE OF MAHARASHTRA FIRE & EMERGENCY SERVICES

SELF-CHECK LIST FOR FILLING UP FORM-W FOR FIRE & LIFE SAFETY AUDITOR

Name of the Applicant / Agency	
Address	
Telephone & Fax No.	
Mobile No.	
E-Mail ID	
PAN NO & GST NO.	

Please check whether given below documents are attached or not.

Sr. No.	Details require as per the Fields in Form W and the requirements prescribed under Rule 31, 32, 33 & 34 of the Maharashtra Fire Prevention & Life Safety Measures (Amended) Rule, 2025.	If Enclosed		Indexed at Pg. / Flap No.
		Yes	No	
1	Please affix Court Fee stamp of Rs.20/- on Application 'Form-M'			
2	Full name of the applicant (in capital letters) here you are required to give the full name of the agency only.			
3	Address (in case of agency is company, write here the address given in the registration certificate.			
4	Office address from where the agency will act as a Fire and Life Safety Auditor. (The address may either given in the registration certificate or if it will be functioning from the other place / branch office opened in Maharashtra, then mention here such address from which is to be mentioned on the licence.			
5	In case of – a. Company (Public Ltd / Private Ltd), then i. Registration Certificate ii. Memorandum of Association iii. Article of Association iv. List of Director with DIN Number, v. Attested passport photographs of Directors vi. GST Certificate vii. PAN / TAN Card b. Partnership / LLP i. Partnership Deed / Dissolution / Retirement cum Partnership Deed, as case may ii. List of Partner(s) iii. Attested passport photograph of Partners iv. GST Certificate v. PAN Card vi. In case of LLP, registration certificate c. Proprietor i. MSME / Udyogam or Shop Act License ii. Personal details of Proprietor iii. Attested passport photographs of Proprietor iv. GST Certificate v. PAN Card			

6	<p>Qualifications Certificate (As per Rule 32): –</p> <ul style="list-style-type: none"> a. Directors (of any one Director in case of Company Public / Private) b. Partners (of any one Partner in case of partnership) c. Proprietor (in case of Proprietorship concern) <p>Proforma A</p>			
7	<p>Experience Certificate regarding work carried out related to :-</p> <ul style="list-style-type: none"> i. minimum ten years not below the rank of Station Officer or Fire Safety Manager in Regular Fire Services or Industrial Fire Service and ii. scrutinizing the building plans of various occupancies, periodically inspecting various types of occupancies and ensure the fire and life safety compliance <p style="text-align: center;">OR</p> <p>Experience of not less than seven years in</p> <ul style="list-style-type: none"> i. the field of installation of active and passive fire protection arrangements; or ii. working in the field of fire and life safety in any establishment of statutory companies or any industrial sector 			
8	<p>Personnel with the agency. - names, qualifications and addresses of each.</p> <ul style="list-style-type: none"> a) Supervisory staff (heads/officers of technical deptt/accounts etc. Dept.) b) Other employees working in technical / non-technical deptt. 			
9	<p>Full Details of plant, machinery and tools owned by the applicant agency, with description and numbers for conducting the fire and life safety audit. And such plant, machinery and or tools are kept on the site of workshop, then full details of location shall be provided with the application.</p>			
10	<ul style="list-style-type: none"> A. Is Applicant applying for the first time B. If earlier applied but was rejected, then reason for the same C. If, renewal, <ul style="list-style-type: none"> i. details of works carried out related to fire and life safety audit in previous year ii. Form V issued in previous year iii. Previous issued Licensed Copy (Form X) <p>PI note: For Renewal of the File, same shall be submitted prior to two month of the expiry date of the license (Form X) issued.</p>			
11	<p>If any Director or Partner or Proprietor has been in the past blacklisted by any Govt Deptt / Organization / Other State? The declaration should be given on the Letter Head, self -attested to be enclosed with the application with following text.</p> <p>“I / We hereby declare that the applicant or any of the Directors / Partners / being Proprietor (strike out the words not applicable) or is Company / Partnership Firm / Proprietorship Concern (strike out the words not applicable) has not been black listed in the past by any Govt Deptt / Organisation / other State.</p> <p>Proforma B</p>			

12	Has the applicant applied for registration (to act as fire and life safety auditor) elsewhere (any other Municipal Corporation / Council / in any other State for carrying out regarding evaluation of the fire prevention and life safety measures) in his name or in the names of Partner / Director / Firm / Company. If yes give details. If the application is rejected, then give particulars i.e reasons for rejection of application. If it has not applied, then say NO .			
Proforma C				
13	Registration Fee of Rs. 25,000/- (Rs. Twenty-Five Thousand) to be paid within next 10 days from submission of the file by NEFT Mode only.			
Bank Account for NEFT payment is as follows				
	Name of the Bank & Branch	Reserve Bank of India, Fort, Mumbai-400001.		
	IFS Code of RBI	RBIS0MBPA04 (Both "0" Stand for Zero)		
	P.L Account No	6184087001.		
	Account Name	"Director, Maharashtra Fire Services, Mumbai"		
14	If at any time the licence to act as Fire & Life Safety Auditor granted by Directorate of Maharashtra Fire Services or by any other State any time previously has been suspended or cancelled. If so give reasons, therefore.			
15	Authorisation letter from Applicant/Agency for deputed person representing Applicant/Agency for processing of application.			
16	INDEX OF DOCUMENTS MENTIONED FROM SR.NO.1-15 ABOVE WITH EACH AND EVERY DOCUMENTS. ALL PAGES SHOULD BE NUMBERED.			

Date:

Place:

(Signature, Name & Designation
Of Authorised Director/Partner
or Proprietor)
(Cell No. & email ID of
such signing authority)

INDEX

List of documents for Fire & Life Safety Auditor

Sr. No.	Particulars	Page / Flap No.
1	Index with page numbers.	
2	Application letter.	
3	Authorization Letter	
4	Form W with Rs.20/- Court Fee stamp duly signed.	
5	Check list duly signed.	
6	Registration Fee of Rs. 25,000/- by NEFT	
7	Affidavit of Proprietorship.	
8	Company Registration Certificate.	
9	Memorandum of Association / Partnership Deed.	
10	Directors / Partners / Owners information.	
11	List of employees, name, designation, qualification, etc.	
12	List of machineries, tools and equipment.	
13	Attested copies of PAN / GST.	
14	Copy of old licence in case of renewal of licences.	
15	Work order & Work completion certificates (in case of Renewal)	
16	Attested qualification and experience certificates with Photo & Signature. Proforma-A	
17	Self-attested copy reg for Non Black listed as per Proforma-B .	
18	Proforma-C reg non-listing	
19	Copy of old licence in case of renewal of licences.	
20	Work order & Work completion certificates (in case of Renewal)	
21	Copies of Form V in case of renewal of licences.	

Proforma-A

Qualification required as per Rule 32 (Anyone)

1. Degree or Advanced Diploma or Diploma in Fire Engineering awarded by the National Fire Services College, Ministry of Home Affairs, Government of India.
2. Fellow of Fire Engineering of Institute of Fire Engineering (U.K) or M.I Fire (U.K) or A M I E, Fire India, Graduateship Examination of Institute of Fire Engineering (U.K) or Institute Fire Engineering in India
3. Degree in Fire Engineering from a recognized university approved by University Grant Commission or All India Council for Technical Education.
4. Degree in any discipline with Post Graduate Diploma in Fire from any university recognized by the University Grants Commission or from the All-India Council for Technical Education
5. Degree in Mechanical or Electrical or Electronic or Chemical or Civil Engineering from a recognized university approved by the University Grant Commission or from the All-India Council for Technical Education.

Proforma-A

On Company / Firms Letter Head

“I / We hereby declare that being the **Proprietor / Partner / Director (strike out not applicable words)** has requisite qualification and experience as mentioned in the Rule 32 of The Maharashtra Fire Prevention & Life Safety Measures (Amended), Rules, 2025 and that the photograph bearing their own signature and copies of my / their qualification certificates attested by appropriate authority are enclosed herewith :-

Sr. No.	Name	Position held in Company/ Firm	Qualification	Actual experience as stated in Rule 32 of the The Maharashtra Fire Prevention & Life Safety Measures (Amended), Rules, 2025
1				
2				
3				

Sign & Seal of the Company's Proprietor / Partners / Directors

Place & Date:

Proforma-B

Self-Attested Certificate on Company / Firms Letter Head

“I / We hereby declare that the applicant or any of the Directors / Partners / being Proprietor (strike out the words not applicable) or is Company / Partnership Firm / Proprietorship Concern (strike out the words not applicable) has not been black listed in the past by any Govt Deptt / Organisation / other State.

Sign & Seal of the Company’s Proprietor / Partners / Directors

Place & Date:

Proforma-C

Self-Attested Certificate on Company / Firms Letter Head

“I / We hereby declare that the applicant or any of the Directors / Partners / being Proprietor (strike out the words not applicable) or is Company / Partnership Firm / Proprietorship Concern (strike out the words not applicable) has not applied for registration (to act as fire and life safety auditor) elsewhere (any other Municipal Corporation / Council / in any other State for carrying out regarding evaluation of the fire prevention and life safety measures) in my name or in the names of Partner / Director nor at any time were rejected when applied for nor hold any other such license to act as Fire & Life Safety Auditor issued by this Directorate or any other State.

Sign & Seal of the Company’s Proprietor / Partners / Directors

Date: