



GOVERNMENT OF TAMILNADU ELECTRICAL INSPECTORATE

APPLICANT MANUAL FOR OBTAINING LICENCE TO OPERATE A LIFT

(FORM F)

1. Go to the website <https://tnei.tn.gov.in/lift/>
2. To access the portal, enter the Email ID and password in the fields and then click on “Login”.

The screenshot displays the official website of the Government of Tamil Nadu Electrical Inspectorate. The header includes the date '24 November, 2024, Sunday', a 'Skip to Navigation' link, and text size controls. The main header features the Government of Tamil Nadu logo, the text 'Government of Tamil Nadu Electrical Inspectorate', and the Tamil text 'தமிழ்நாடு அரசு மின் ஆய்வுத்துறை'. A blue button labeled 'Lift / Escalator Licence' is visible. The left sidebar contains links for 'Login', 'Sign Up', 'Forgot Password', and 'Guidelines'. The main content area is titled 'Login' and contains fields for 'Email ID' and 'Password', both masked with dots. Below these fields is a CAPTCHA image with the text 'Type the characters you see in the picture' and the characters 'vcmhn'. There are links for 'New Consumer?' and 'Forgot Password?'. A red arrow points from a yellow callout box labeled 'Click on Login' to the 'LOGIN' button. Below the login fields, there is a notice about the revised fee structure as per the Amendments to the Tamil Nadu Lifts and Escalators Rules, 1997 dated 10-10-2018 (G.O. Ms No.70, Energy (D2) dated 10.10.2018). The footer contains the copyright notice: '© Copyright 2024 All rights reserved with Electrical Inspectorate, Government of Tamil Nadu'.

- Click on the 'Form B Status' tab under the 'View Lift Erection Permission Status' section. Then, click on the 'Proceed to Apply for Form F' tab to make an application for obtaining a license to operate a lift for which erection permission has been granted in Form B.

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Lift & Escalator Licence

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Form B Status

S. No.	Application No.	Lift Ref. No.	Applicant Name	Status	Action	Queries
1	lift-2021-F4MQZ-10409	--	fd sdf	Pending	---	
2	lift-2020-R1zz4-10409	18205/L/B/CHN(S)/Dt:09/12/2024	INT	Issued	<div>Proceed to apply Form F</div>	

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- Click on “Generate Form D” and then “Generate” to generate Form D.

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Lift & Escalator Licence

Welcome SithananthamSI

GENERATE FORM C, D & E

GENERATE WORK COMPLETION REPORT OF THE MANUFACTURER OF LIFTS (FORM D)

Generate Form D (PDF FORMAT & Get the Signature from Manufacturer)

View Generated Form D

GENERATE FORM OF COMPLETION REPORT FROM LICENCED CONTRACTOR (FORM E)

Generate Form E (PDF FORMAT & get the Signature from Electrical Contractor)

View Generated Form E

GENERATE NOTICE INTIMATING THE COMPLETION OF THE WORK OF LIFT ERECTION (FORM C)

Generate Form C (It can be generated after Form D and E completed)

View Generated Form C

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Lift & Escalator Licence

Welcome SithananthamSI

Form D Details

S. No.	Lift Ref No	Manufacturer Name	Form D	Status
1	18205/L/B/CHN(S)/Dt:09/12/2024	Johnson Lifts Private Ltd	Generate	—

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5. Fill out all the details and click 'Submit'.

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Work Completion Report of the Manufacturer of Lifts (Form D)

Lift Ref No 18205/L/B/CHN(S)/Dt:09/12/2024

Erection of Lift nelson manikkam road

Make of Lift Johnson Lifts Private Ltd

Serial No (Enter) |

Type of Lift Passenger

Model of Lift Johnson Basic

Maximum Speed 0.2 m/s

Type of Control Simplex Selective Collective Control

Capacity (Persons / Kgs) 11 / 748

SUBMIT CLEAR ALL

Fill in all fields

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6. After generating Form D by clicking on 'Generate PDF', click on 'View Form D'. Once the form is downloaded, obtain the manufacturer's signature.

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Welcome Administrator

FORM D

[See Rule 4 (1)]

To

The Inspector of Lifts,
Thiru.vi.ka. Industrial Estate,
Guindy,
Chennai - 600032.

Lift Ref. No: **18205/L/B/CHN(S)/Dt:09/12/2024**

Sir,

Sub: Erection of Lift INT, nelson manikkam road.
Submission of Completion Report

We M/S Johnson Lifts Private Ltd having undertaken the work of erection of the lift at the premises of **nelson manikkam road** and having completed the erection of the said lift hereby certify that the work of erection of the lift complies with the provisions of the Tamil Nadu Lift and Escalator Rules, 1997. We further certify that the erection and testing of the lift has been carried out in accordance with the provisions of the Tamil Nadu Lift and Escalator Act, 1997 (Tamil Nadu Act 35 of 1997) and Tamil Nadu Lift and Escalator Rules, 1997 and confirm that Lift, Car motor, Controller, Ropes, Governor and all system components of the Lift have been tested and confirming to the Bureau of Indian Standards or relevant International Standards.

It is certified that the Building in which the Lift is erected is structurally sound and stable. We further certify that the lift installation is ready for Inspection which is required to be made for the purpose of Issuing a licence under the said Act and the Rules, for working the same.

We undertake the full responsibility of the Installation to be handed over duly to the owner after Inspection and compliance of provisions of the said Act and Rules.

Particulars

Make of Lift and Serial No.	: Johnson Lifts Private Ltd and 12345678
Type of Lift	: Passenger
Type of Control	: Simplex Selective Collective Control
Capacity	: 11/748

Yours faithfully,

Signature of the Manufacturer of the Lifts or the Company of the
Electrical and Mechanical Engineers.

Registration Certificate No:

Validity:

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Lift & Escalator Licence

Welcome SithanthamS!

Form D Details

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7. After completing Form D Click on “Generate Form E” and then “Generate” to generate Form E.

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Generate Form D (PDF FORMAT & Get the Signature
from Manufacturer)

View Generated Form D

GENERATE FORM OF COMPLETION REPORT FROM LICENCED CONTRACTOR (FORM E)

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GENERATE NOTICE INTIMATING THE COMPLETION OF THE WORK OF LIFT ERECTION (FORM C)

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8. Fill out all the details and click 'Submit'.

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Form of Completion Report from Licenced Contractor (Form E)

Lift Ref No
18205/L/B/CHN(S)/Dt:09/12/2024

Erection of Lift nelson manikkam road

Voltage and System of Supply (V) 3 Phase 415V System

Particulars of Work Electrical Wiring work for the Lift

(a) M.V. Installations

Equipment Lift

Capacity of Motor

Voltage of Motor 3 Phase 415V

Fed from Distribution Board/Switch Board

(b) Lighting

(c) Test Results

Insulation resistance for the whole of installation 50 Mega Ohms

Between phases 50 Mega Ohms

Between each phase and earth 50 Mega Ohms

Resistance of earth electrode for earthing system Below 5 Ohms

Maximum earthing resistance of installation 2 Ohms

SUBMIT

CLEAR ALL

Fill all the details

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9. After generating Form E by clicking on 'Generate PDF', click on 'View Form E'. Once the form is downloaded, obtain the Electrical Contractor's signature.

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FORM E

[See rule 4 (1)]

FORM OF COMPLETION REPORT FROM LICENSED CONTRACTOR FOR ELECTRICAL WORKS OF LIFFT

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 (MSES) regulations, 2010 as well as the Indian Standard Code of practices for Electrical Installations.

Lift Ref. No: **18205/L/B/CHN(S)/Dt:09/12/2024**

1) Electrical Installation at : INT,nelson manikkam road

2) Voltage and system of supply : 3 Phase 415V System

3) Particulars of works:

(a) M.V. Installation:

Sl.NO	Equipment	Capacity	Voltage	Fed from Distribution Board/Switch Board
(1)	(2)	(3)	(4)	(5)
1	Lift	55	3 Phase 415V	Distribution board

(b) Lighting: - 200

N.B. Additional sheets to be used, if needed, for furnishing details against any items

(c) Test Results

I. (1)	Insulation resistance for the whole installation	50 Mega Ohms
(2)	Between Phases	50 Mega Ohms
(3)	Between each phase and earth	50 Mega Ohms
II. (1)	Resistance of earth electrode for earthing system	Below 5 Ohms
(2)	Maximum earthing resistance of installation	2 Ohms

Signature of Supervisor
Name and Address
COMPETENCY CERTIFICATE
No. _____
Valid upto _____
Dated _____

Signature of Electrical Contractor
Name and Address
ELECTRICAL CONTRACTOR'S LICENCE
No. _____
Valid upto _____
Dated _____

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Welcome SithananthamSI

Form E Details

Generated successfully

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10. After completing Form E Click on “Generate Form C” and then “Generate” to generate Form C.

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Lift & Escalator Licence

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GENERATE FORM C, D & E

GENERATE WORK COMPLETION REPORT OF THE MANUFACTURER OF LIFTS (FORM D)

Generate Form D (PDF FORMAT & Get the Signature from Manufacturer)

View Generated Form D

GENERATE FORM OF COMPLETION REPORT FROM LICENCED CONTRACTOR (FORM E)

Generate Form E (PDF FORMAT & get the Signature from Electrical Contractor)

View Generated Form E

GENERATE NOTICE INTIMATING THE COMPLETION OF THE WORK OF LIFT ERECTION (FORM C)

Generate Form C (It can be generated after Form D and E completed)

View Generated Form C

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Search Search

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11. Fill out all the details and click 'Submit'.

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Notice Intimating the Completion of the Work of Lift Erection (Form C)

Lift Ref No: 18205/L/B/CHN(S)/Dt:09/12/2024

Completed Date:

Address where the lift is erected: nelson manikkam road

Lift Manufacturer: Johnson Lifts Private Ltd

☐ I have read and accepted the Form C Terms & Conditions. [View Form C Terms and Conditions](#)


SUBMIT **CLEAR ALL**

Fill all the details

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12. After generating Form C by clicking on 'Apply', click on 'View Form C'. Select the lift for which challan is to be generated and click 'Generate Challan'. The generated challan is for reference purpose only and should not be used for payment at treasury banks. Kindly use the reference number mentioned in the challan and pay through karuvoolam site <https://www.karuvoalam.tn.gov.in/challan/echallan>

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FORM C

[See Rule 4 (1)]

NOTICE INTIMATING THE COMPLETION OF THE WORK OF ERECTION OF LIFT
OR AN ESCALATOR AND APPLICATION FOR A LICENCE TO WORK THE LIFT

To

The Inspector of Lifts,
Thiru.vi.ka. Industrial Estate,
Guindy,
Chennai - 600032.

Sir,

Sub: Erection of Lift at the **nelson manikkam road**

With reference to your letter No. **18205/L/B/CHN(S)/Dt:09/12/2024** dated **09-12-2024** by which permission has been granted to erect a Lift at the above mentioned premises, I/We have to state that the work of erection of the Lift was completed on **02-12-2024** by Thiru **M/S Johnson Lifts Private Ltd** I/We further request that a Licence for working the Lift may be granted. The work of erection of the Lift has been carried out in accordance with the provisions of the Tamil Nadu Lifts and Escalator Rules, 1997.

A work Completion Report of the manufacture of Lifts or Company of the Electrical and Mechanical Engineers, Completion Report of the licensed Electrical Contractor, and copy of the Insurance Policy taken by the owner(s) of the Lift covering Insurance for the persons using the Lift are enclosed.

Yours faithfully,

Signature of the owner of the lift.

APPLY

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Form C Details

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Select	Lift Reference Number	Applicant Name	Fee Amount (Rs)
<input type="checkbox"/>	18205/L/B/CHN(S)/Dt:09/12/2024	INT	10,000.00
Total Amount (Rs)			10,000.00

Note: This Challan is for your reference purpose only and should not be used for payment at treasury banks. Kindly use the reference number mentioned in the challan and pay through karuvoolm site (<https://www.karuvoolum.tn.gov.in/challan/echallan>)

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13. After completing this, click on 'Intimating Completion' tab under lift Erection completion section and upload signed Form C, D and E in the respective tabs and click on 'Submit'.

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Intimating completion of the work

Lift Ref. Number: 18205/L/B/CHN(S)/Dt:09/12/2024

Upload Signed Form C: Choose file No file chosen

Upload Signed Form D: Choose file No file chosen

Upload Signed Form E: Choose file No file chosen

Insurance Policy: Choose file No file chosen

Note: Submit original signed copies of Form C, D and E after filing online application

SUBMIT

CLEAR ALL

Upload all the documents

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14. Upon successful submission, a notification will be displayed as shown in the figure below.

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- Apply Form C, D, E
- Intimating Completion
- Lift Licence Status (Form F)
- Lift Licence Renewal (Form G)
- Challan
- Name Change of Lift Licence
- Lift Common Dashboard
- Escalators Managements

Lift Details

Data saved successfully!

S. No.	Lift Ref No	Status
1	18205/L/B/CHN(S)/Dt:09/12/2024	Request Sent

«Previous Next» 1 of 1

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- After successful payment of fee, upload the paid challan and fill out the details in the 'submit paid challan' tab and then click 'submit'.

24 November, 2024, Sunday

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Government of Tamil Nadu

Electrical Inspectorate

தமிழ்நாடு அரசு

மின் ஆய்வுத்துறை

Lift / Escalator Licence

Welcome Nithil

Home

Settings

Apply Lift Erection Permission (Form A)

Submit Existing Licence

View Lift Erection Permission Status (Form B)

Lift Erection Completion Report (Form C, D & E)

Lift Licence Status (Form F)

Lift Licence Renewal (Form G)

Challan

Submit Paid Challans

View Paid Challans

Name Change of Lift Licence

Lift Dashboard

Lift Accidents and Defects

Escalators Managements

Submit Paid Challans

Challan No.

Reference No.

Date of Payment

Fee Paid

Upload Challan

Choose file

No file chosen

(Note : Original remitted challan to be sent to department.)

Type the characters you see in the picture

fk9qr

SUBMIT

CLEAR ALL

Upload challan

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16. On receipt of Form C, D and E, the Inspector shall arrange for inspection of the Lift within fifteen days and on getting himself satisfied that all the requirements of the Act and these rules are complied with, he may grant licence in Form “F” within fifteen days from the date of receipt of compliance report of rectification of defects, if any. To view the status of the form F click on ‘Form F status’.

09 December, 2024, Monday
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Government of Tamil Nadu
Electrical Inspectorate

தமிழ்நாடு அரசு
மின் ஆய்வுத்துறை

Lift & Escalator Licence

Welcome SithananthamS!

Home
Settings
Apply Lift Erection
Permission (Form A)
Submit Existing
Licence
View Lift Erection
Permission Status
(Form B)
Lift Erection
Completion Report
(Form C, D & E)
**Lift Licence Status
(Form F)**
Lift Licence &
Queries
Lift Licence Renewal
(Form G)
Challan
Name Change of Lift
Licence
Lift Common
Dashboard
Escalators
Managements

Lift Licence & Queries

S. No.	Lift Ref No	Apply Date	View Queries	Inspection Date	Licence in Form F
1	18205/L/B/CHN(S)/Dt:09/12/2024	09 Dec 2024		--	Pending

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