



Industrial Development Board of Ceylon

Application for Obtaining Metal Scrap –2024



For Office use only

Micro scale	
Small scale	
Medium scale	

1. Full Name of Industry Owner :

.....

2. Personal Address :

.....

3. National Identity Card Number :

4. (i.) Telephone Number (Fixed) :

(ii.) Telephone Number (Mobile) :

(iii.) Telephone Number (WhatsApp):

(iv.) Fax No :

(v.) E-mail Address :

5. (i.) Registered Name of the Industry:

(ii.) Address of the factory :

(iii.) Telephone Number (Fixed) :

(iv.) Fax :

(v.) Date of commencement of the industry:

(vi.) Number / Date of Business Registration Certificate:
(Please attach a copy of the relevant certificate)

(vii.) Factory Situated Divisional Secretary: Division:

(viii.) Factory Situated District:

6. The nature of the industry

(Private / Partnerships / Companies):

(Photocopy of Certificate of Registration) in the document containing the names of the directors of the company Attach a copy of Form20.)

(i.) If VAT is registered, its number :

(ii.) Annual income – 2022/23 of your business was Rs:
(Please attach certified income reports)

07.Total Investment (without land & building)

i. Machinery

Type of Machine	Capacity (KW)	Value (Rs.)
i.
ii.
iii.
iv.
ii. Annual Working Capital	:	
iii. Other	:	

08. (i.) If you are already in foundry industry,

(ii)Capacity of Furnace (per Batch or perbatch) :

Metal Scrap used for Production per month Kg :

Mt :

(iii) Please indicate type of metal that you melt and temperature

Type of Metal	Aluminium:	Brass	Copper	Cast Iron	Iron	Other
Temperature range 'C°'	650-750	950-1050	1050-1150	1250-1350	1450-1550	
Indicate relevant cage(X)						

(iv) The furnaces and fuel which you are using for

No	Type of Furnace	Capacity	Indicate Fuel Type (x)				
			Furnace oil	Coal	LP Gas	Electricity	Other
1							
2							

(V) Industrial electricity consumption (Submit electricity bills for approximately 03 months)

9. Monthly Production Value (Use Attachment if needed)

Products being Manufactured (Attached the Photographs)	Quantity (kg)	Sales Value of Products (Rs.)
(i)
(ii).....
(iii)

10. (i). Details of employees

No of employees

- | | | | | | |
|-----------------|---|-------|---------------|---|-------|
| 1. Skilled | : | | 4. Managerial | : | |
| 2. Semi Skilled | : | | 5. Trainees | : | |
| 3. Unskilled | : | | | | |

(ii.) EPF Nos of each employee (If available, please use separate attachment)

11. Metal Scrap requirement (Monthly / Quarterly / Annually)

No.	Type of Metal	Quantity (Kg/Nos.) (Per Month)	Quantity (kg / Nos.) (Per Month)				
			1 st Q	2 nd Q	3 rd Q	4 th Q	Annual Total
1.							
2.							
3.							
4.							
5.							

I assure you that the above is true and correct and that the raw material obtained will be used only for my industry and under no circumstances will this raw material be sold to outside parties. I assure you that the Industrial Development Board has the power to cancel my registration if it is proved that the defective material has been misused at any time and I have no objection to that. I also acknowledge my commitment to assist Industrial Development Board officials in the follow-up of the business and to submit the necessary report documents. (After Distribution of the scrap materials, ensure of provide production and sales report to District offices Before Collecting the second lot)

.....
Signature of the Industrialist
(Rubber Stamp)

.....
Date

.....

12. This is compulsory for all new and existing registrations.

**Enterprise Promotion Manager / Officer
Industrial Development Board of Ceylon**

**I certify that this particular industry / institution stated overleaf is functioning in this
Divisional Secretariat.**

.....
**Grama Niladari
(Rubber Stamp)**

Date.....

.....
Divisional Secretary (Rubber Stamp)

Date.....

13. The Details given overleaf and the inspection carried out on the above industry at is done successfully.

I hereby recommend to issue the following type of metal scraps to the above industry

No.	Type of Material (On Priority Basis)	Quantity (kg / Nos.) (Per Month)	
		Primary Raw material	Secondary Raw material
1.			
2.			
3.			
4.			
5.			
6.			

(I will pay attention to all the matters mentioned in the application and after conducting an on-site inspection once the accuracy of those matters is clear, I will make the above recommendations.)

Reasons For recommend :

.....
.....

Reasons if unable to recommend :

.....
.....

.....
Enterprise Promotion Manager /Officer

.....
Signature

District / Division:

Date:

E.P.F No:

.....
Director /Regional Development
Industrial Development Board of Ceylon

Recommended /Not recommended:

.....
Provincial Director / Deputy Director / Assistant Director / District Head
Industrial Development Board of Ceylon

Rubber Stamp:

Date :.....

14. Technical committee recommendation

As mentioned in (No: 13), the recommended Material
Recommendation

1. Monthly recommended Material Type..... Quantity

2. Other

Signature of Committee Members 1..... 4.....

2..... 5.....

Date 3.....