

PROCEDURE FOR HOMOLOGATION ID APPLICATIONS:

- 1) Vehicle Manufacturer who has manufacturing in India and has a valid Company Incorporation Certificate (CIN), PAN/TAN Certificate, MSME Certificate, WMI Code Certificate is eligible to apply for the login credentials.***
- 2) Vehicle Manufacturer who has manufacturing in India and has a valid CMVR Certificate as per Central Motor Vehicle Rule 1989 is eligible to apply for the login credentials.***
- 3) The applicant needs to confirm that the address mentioned on the Vehicle Type Approval Certificate, Brief Technical Specification, and Detailed Technical Specification are the same as WMI Code Certificate, CIN Certificate, GST certificate, and MSME Certificate.**
- 4) The applicant needs to address his/her application only in the name of the Joint Secretary/Additional Secretary, MoRTH.**
- 5) The trailer manufacturer needs to submit the Trailer Code Certificate along with the performance Test Report, and Trailer Approved Drawings.**
- 6) To obtain login credentials, the applicant needs to submit the application along with the details mentioned as per Annex A- Homologation checklist along with a request letter (on letter head, duly signed with name and designation) and documents as per check list shall be submitted online on homologation-rth@gov.in, in one pdf file as per the sample files.(attached as).**
- 7) The applicant needs to check his/her email id regularly for further communication and for clarifications.**
- 8) Only those application that are in the prescribed application format and fulfills the above conditions will be entertained for issuance of homologation id and password.**

***Note:** Homologation login credentials for imported vehicles are as per the procedure laid down in the G.S.R. 870 dt 13.09.2018.

Homologation ID Application Document Check Sheet

Sr. No	Documents Details	Page No				Document submitted Yes/No
1	Applicant Type /Name Manufactured in India or Imported					
2	Copy of CIN Certificate (If applicable)					
3	Copy of MSME Certificate					
4	Copy of GST Certificate					
5	Copy of WMI CodeCertificate					
6	Copy of PAN/TANCertificate					
7	Application form					
8	Application letter to JS/AS (MVL) on official letterhead.					
9	Vehicle Type Approval Certificate	Certificate	BTS	Drawing	Total	
10						
		TAC From Page No.				
	Brief Technical Specification as mentioned in the type approval certificate.					
11	Vehicle Drawings Details Technical Specifications					
12	Details Technical Specification.					
13	Vehicle Performance Test Report					
14	Engine Test Report/ Electric Vehicle Test Report #					
15	Truck /Bus /Trailer Code Certificate and report as per applicable AIS. (If applicable)					
16	Undertaking					
17	NOC Applicable if any					
18	Other relevant documents if applicable any to support government orders. e.g : GST Exemption Certificate if applicable					
# Note: If the application pertaining to a Trailer manufacturer in such cases need not submit this reports.						

**Format of application for Login Id creation for the
“Homologation Portal (<https://parivahan.gov.in/makermodel/>)”**

REQUESTING: ☐ NewLoginIdCreation ☐ ModifyInformation	
1. NameofApplicant Organization*: _____ 2. NameofOfficerApplying _____ 3. DesignationofOfficer*: _____ 4. OfficeAddress*: _____ - City&PINCode*: _____ 5. TelephoneNo: (O)* _____ (M)* _____ 6. E-Mail Id*: _____ 7. FAXNo: _____ 8. Current/PriorLoginID (if any): _____ 9. Userrequiredfor _____ *Mandatory Fields Note 1. The application should be submitted by the Head office on <u>official letter head</u> to the Joint Secretary (T),TransportBhawan,1ParliamentStreet,NewDelhi-110003. 2. Ministry will verify and approve the applications. Once approved, the applications will be sent to NIC forcreationofUserIDandPassword. 3. Only one user id/ password will be issued to an organization by NIC. The organization may, in turn, create sub-useridsandpasswords,ifrequired,foritsconstituents/branchesetc. Document acceptingprescribedtermsandconditionsareattached.	Homologation Signature of ApplicantDate Seal
<u>For MoRTH/NICUse</u>	
The given information verified and login id created on the https://parivahan.gov.in/makermodel/ LoginId Given: _____ Application No: _____ SignatureofMoRTH Officialwithdateandseal SignatureofNIC Officialwithdateandseal	

TERMS AND CONDITIONS

1. Users are requested to keep the given Login id and password a secret.
2. Please change your password immediately. Thereafter change the password as frequently as possible, at least once in every three months.
3. Not doing 1 & 2 above may compromise security on account of hackers. Hackers can use the same account for getting vehicle information. **NIC is neither responsible nor accountable for this type of misuse of the compromised user accounts. Detection of misuse by automated monitoring tools may result in deactivation of the account.**
4. Users are requested, if possible, to install the personal firewall software to secure their machine.
5. Users are requested to install the Antivirus software with latest pattern update periodically and OS patches in their system.
6. NIC
will take all possible measures to prevent data loss, however, due to unforeseen technical issues, if the same happens, NIC cannot be held responsible.
7. Applicant shall maintain the security and integrity of information received. **NIC is neither responsible nor accountable for this type of misuse of the compromised user accounts**
.
8. Applicant shall maintain and update current list of persons and entities authorized to access the information or to whom such information may be disclosed. This list shall be made available to MoRTH/NIC upon request.
9. Applicant shall not use, sell, retain, distribute, provide, or transfer any restricted information or portion of such information accessed except as authorized by the Department/NIC.
10. The Department on behalf of MoRTH reserves the right to audit Applicant's compliance with set rules/acts.
11. The applicant understands and agrees that Department/NIC shall not be liable for any damages arising out of or in any way connected with applicant's access or use of information.

We accept the above terms and conditions.

Signature: _____

Name: _____

Date: _____

_____ S

Signature: _____

Copy of CIN Certificate (if applicable)

Copy of MSME Certificate

Copy of GST Certificate

Copy of WMI CODE Certificate

Copy of PAN/TAN Certificate

Application letter on Official Letterhead of Vehicle Manufacturer

Vehicle Type Approval Certificate
Along with Table 7, Table 11, Table 13 and approved Vehicle
Drawings

Detail Technical Specifications.

Vehicle Performance Test Report

Engine Test Report/Electric Vehicle Test Reports

**TRUCK BODY ACCREDITATION /BUS BODY
ACCREDITATION CERTIFICATE
IF APPLICABLE**

UNDERTAKING

I/Wehereby give an undertaking that the data and information given in the application and enclosures are true to the best of my knowledge and belief and I am aware that if any part of the data and information submitted is found to be false or misleading at any stage

I/we shall be held solely responsible.

Authorized Signatory
(Name & Seal of the Signatory)

NOC Applicable if any

Other Supporting documents if applicable
e.g: GST Exemption Certificate if Applicable

Homologation ID Application document check sheet (Hypothetical Example)

Sr. No	Documents Details	Page No				Document submitted Yes/No
1	Applicant Type /Name Importer /Domestic	XXX				✓
2	Copy of CIN Certificate (If applicable)	1				✓
3	Copy of MSME Certificate	2				✓
4	Copy of GST Certificate	3				✓
5	Copy of WMI Code	4				✓
6	Copy of PAN/TAN	5				✓
7	WMI Code	6				✓
8	Application form	7				✓
9	Application letter to JS/AS (MVL) on official letterhead.	8				✓
10	Vehicle Type Approval Certificate	Certificate	BTS	Drawing	Total	✓
11						
		TAC From Page No.9 To10				
	Brief Technical Specification as mentioned in the type approval certificate.	10 - 18				✓
12	Vehicle Drawings Details Technical Specifications	19 -20				✓
13	Details Technical Specification.	21 - 50				✓
14	Vehicle Performance Test Report	51 - 60				✓
15	Engine Test Report/ Electric Vehicle Test Report #	61-80				✓ As perApplicability
16	Truck /Bus /Trailer Code Certificate and report as per applicable AIS. (If applicable)	80				✓ If Applicable
17	Undertaking	81				✓
18	NOC Applicable if any	82				✓ If Applicable
19	Other relevant documents if applicable any to support government orders. e.g : GST Exemption Certificate if applicable	83				✓ If Applicable
# Note: If the application pertaining to a Trailer manufacturer in such cases need not submit this reports.						

Format of Request Letter

Letter No: xxx

Date: xx/xx/2023

TO

Joint /Additional Secretary (MVL),

Ministry of Road Transport & Highways

Transport Bhawan, 1, Parliament Street

New Delhi-110001.

Subject: Application for Homologation login credentials

1. The documents required to be submitted along with those mentioned in checklist Annxuere-A, above:
 - a. CMVR certificate and /or Truck Accreditation Certificate, as applicable;
 - b. Brief Technical specifications along with approved drawings
 - c. WMI code;
 - d. CIN certificate;
 - e. GST Certificate;
 - f. MSME certificate, if applicable; and
 - g. Check sheet along with necessary documents.
- any other document as deemed applicable.