

TAMILNADU SINGLE WINDOW PORTAL

APPLICANT MANUAL

Consent to Operate (CTO) - After-Consent to Establish

Tamil Nadu Pollution Control Board





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1. Home Page

- The journey of the new applicant starts with Tamil Nadu Single Window Portal (TNSWP) homepage that can be accessed through <u>https://tnswp.com</u>website wherein it gives various information's, useful links, and functionalities about TNSWP.
- Applicant can reach the helpdesk Toll free number-1800-258-3878 and Helpdesk Email.

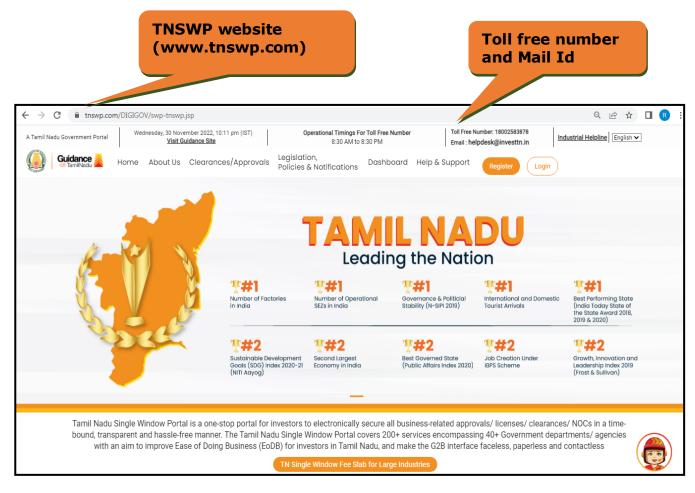
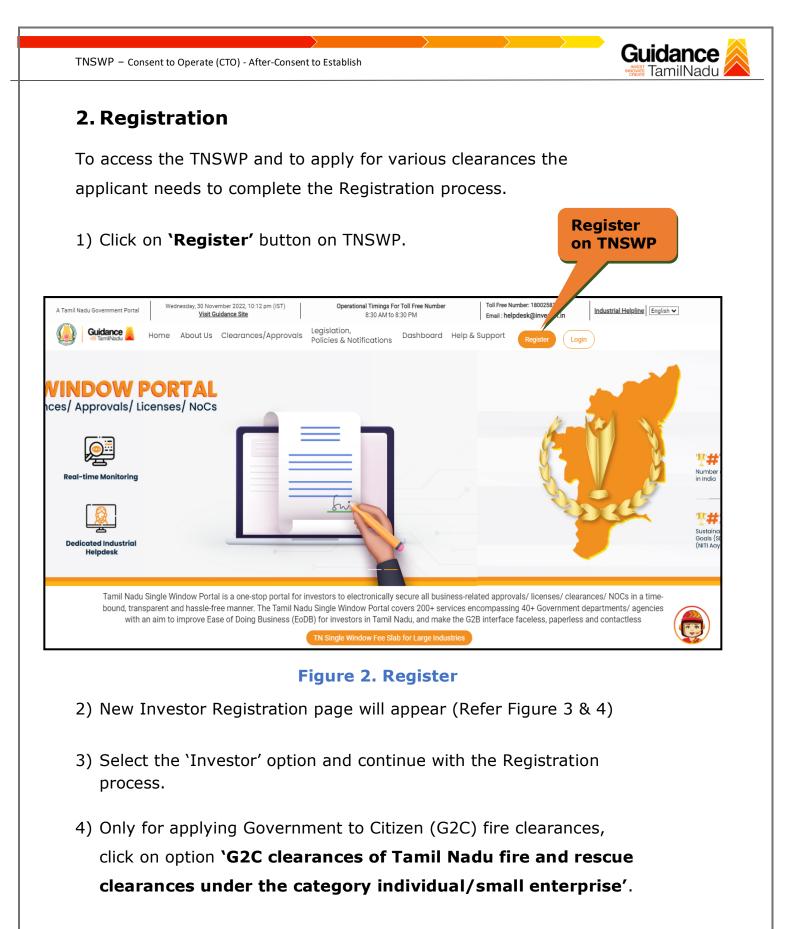


Figure 1. Single Window Portal Home Page



5) The information icon (i) gives a brief description about the fields when the applicant hovers the cursor on these icons.

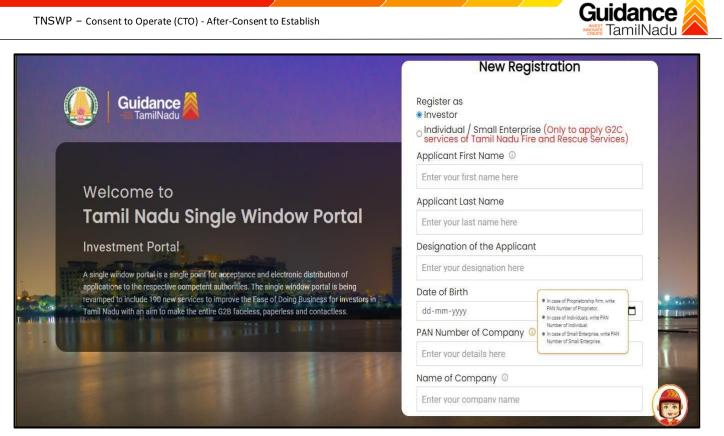


Figure 3. Registration Form

Q	Guidance	Mobile Number	
		Email ID	
		abcd@xyz.com	
	Welcome to	User Name	
	Tamil Nadu Single Window Portal	Enter your name	
		Password	Confirm Password
	Investment Portal	Enter your password 💿	Enter your password 💿
	A single window portal is a single point for acceptance and electronic distribution of applications to the respective competent authorities. The single window portal is being	Captcha	
	revamped to include 190 new services to improve the Ease of Doing Business for investors in Tamil Nadu with an aim to make the entire G2B faceless, paperless and contactless.	Enter the captcha	◎ 5ah4k
	The second second is a second se	I accept the <u>Terms and Co</u>	nditions*
		Reg	ister
		Already have ar	n account? <u>Log In</u>

Figure 4. Registration Form Submission

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- 6) The Email ID would be the Username to login the TNSWP.
- Future communications would be sent to the registered mobile number and Email ID of the applicant.
- 8) Create a strong password and enter the Captcha code as shown.
- 9) The applicant must read and accept the terms and conditions and click on 'Register' button.
- 3. Mobile Number / Email ID 2-Step Verification Process
- `2-Step Verification Process' screen will appear when the applicant clicks on 'Register' button.

• Mobile Number Verification

- 1) For verifying the mobile number, the verification code will be sent to the given mobile number.
- 2) Enter the verification code and click on the 'Verify 'button.

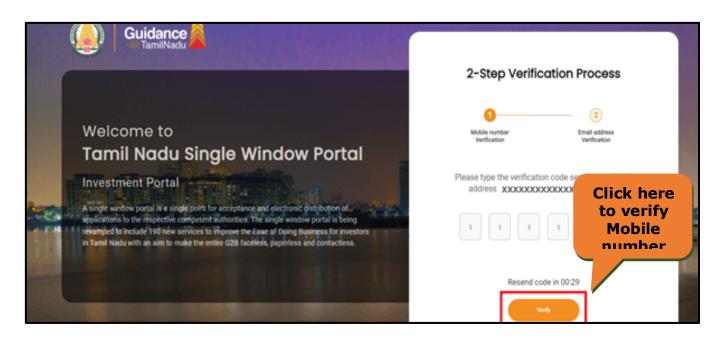


Figure 5. Mobile Number Verification

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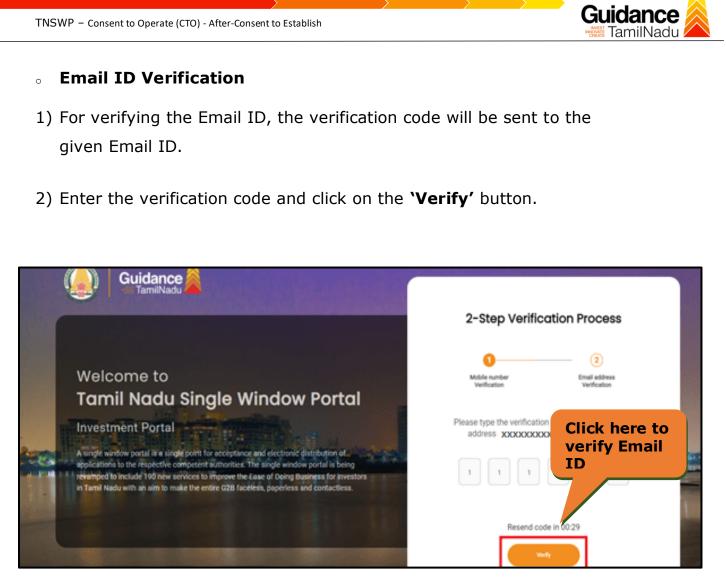
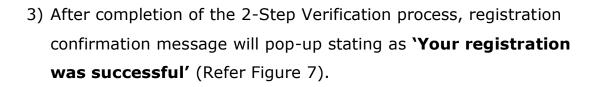


Figure 6. Email ID Verification



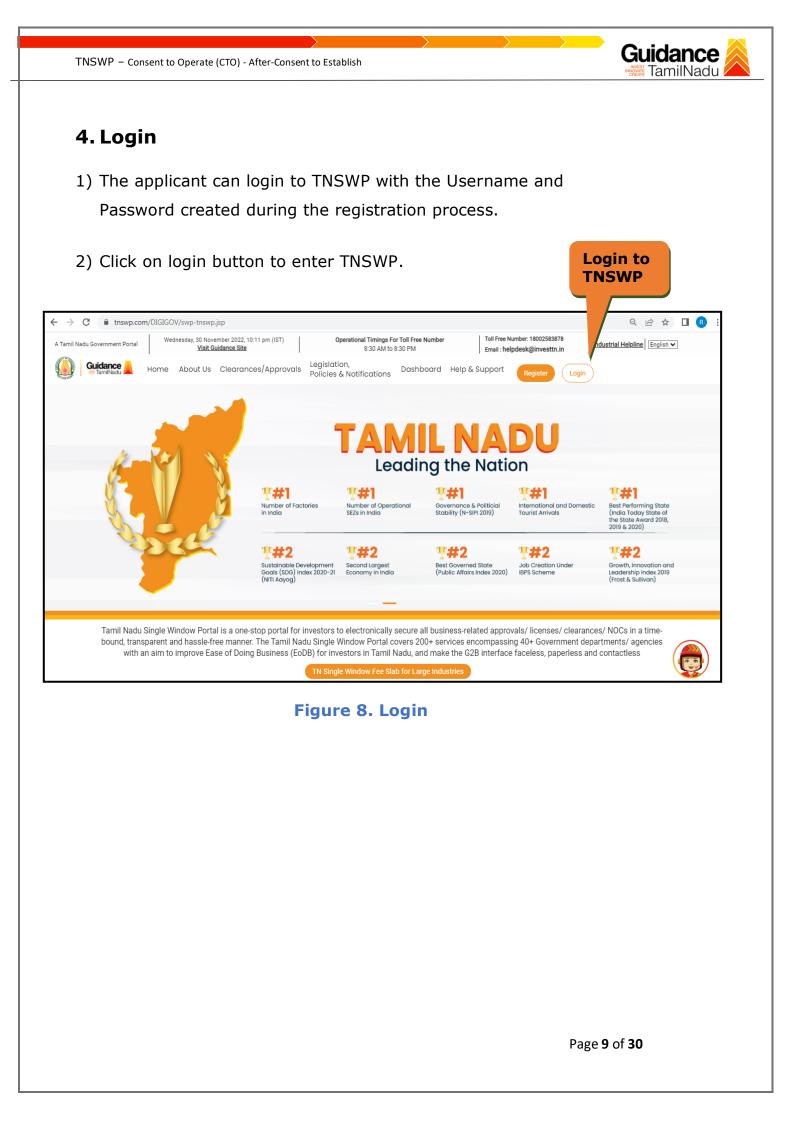
4) Registration process is completed successfully.



Figure 7. Registration Confirmation Pop-Up

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5. Dashboard Overview

- 1) When the Applicant logs into TNSWP, the dashboard overview page will appear.
- 2) Dashboard overview is Applicant-friendly interface for the Applicant's easy navigation and to access various functionalities such as Menu bar, Status whether the application is Approved, Pending, Rejected and Data at-a glance on a unified point.

A Tamil Nadu Government Portal Thur	rsday, 1 December 2022, 10:42 am (IST) Visit Guidance Site Operational Timings For Toll Free Number - 8:30 AM to 8:30 PM Toll Free Number: 180025 Email : helpdesk@investu	
Guidance 🚵		<mark>26</mark> мs
Dashboard Overview	Combined Application Forms	
Combined Application Form (CAF)	MURALIDHARAN, Interested in Starting a New Investment? Get Started	New project
List of Clearances	SHINEV SAMPLE PROJECT WINDFLOW Control CAF ID: 108025 CAF ID: 103570 CAF ID: 103571 CAF ID: 103703	TWINKLE 速
Know Your Clearances (KYC)	CAR ID: 1030/25 CAR ID: 1030/3 CAR ID: 1030/3 May 3, 2022 11:34:25 AM Sep 28, 2021 12:18:57 PM Sep 28, 2021 1:06:26 PM Oct 4, 2021 11:58:15 AM Approved Approved Approved Approved Approved	Oct 8, 2021 3:25:03 PM >
Track your application	Your Clearances Status Select Project/CAF ALM/GHTY +	
Transaction	Pre-Establishment Pre-Operation Post-Operation	ion
Digilocker	Image: Applied Image: Applied Image: Applied Image: Applied Image: Applied	ad consolidated list ◄
Virtual Meeting	Clearance Name Department Name Lying with Officer Last updated Approved	

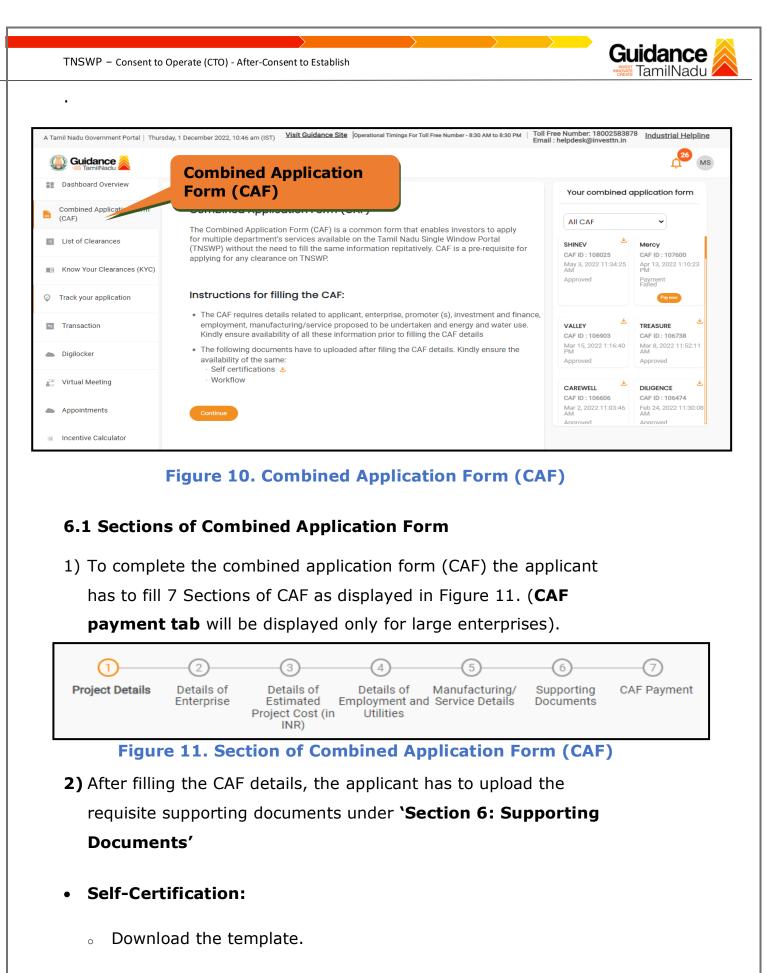
Figure 9. Dashboard Overview



6. Combined Application Form (CAF)

- Prior to applying for various clearances on TNSWP, the applicant must create a project by filling in the combined application form (CAF).
- Click on Combined Application Form (CAF) from the menu bar on the left.
- 3) The details which are commonly required for applying various clearances are stored in Central Repository through CAF. So, whenever the applicant applies for various clearances for a specific project, the details stored in CAF gets auto populated in the application form which minimizes the time spent on entering the same details while filling multiple applications.
- 4) The Overview of the Combined Application Form (CAF) and the instructions to fill in the Combined Application Form (CAF) are mentioned in the below Figure.

5)Click on 'Continue' button to fill in the Combined Application Form



 Prepare the self-certification documents as per the instructions given in the template and upload.

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Workflow:

- Prepare and upload the business process flow chart.
- After filling all the sections in combined application form (CAF), the applicant can submit the form.
- 4) When the applicant submits the combined application form (CAF), confirmation message will pop-up stating, 'Your request has been saved successfully' (Refer Figure 12).

Guidance		<mark>,309</mark> ус
Dashboard Overview	0	
Combined Application Form (CAF)	Project Details of Details of Details of Details of Supporting CAF Payment Enterprise Estimated Employment and Manufacturing Documents Information Itilities	
List of Clearances	Your CAF details have been successfully saved. Kindly review the CAF fees amount and make applicable payment to submit the	Θ
Know Your Clearances (KYC)	CAF Choose your preferred Hee state	
♀ Track your application	Calacarte Amount to be paid (in INR)	
Transaction	500000 Calculate Fee	

Figure 12. Combined Application Form (CAF) -Confirmation Message

Note:

If the applicant belongs to large industry, single window fee would be applicable according to the investment in Plant & Machinery or Turnover amount. <u>Clickhere</u> to access the Single Window Fee Slab.

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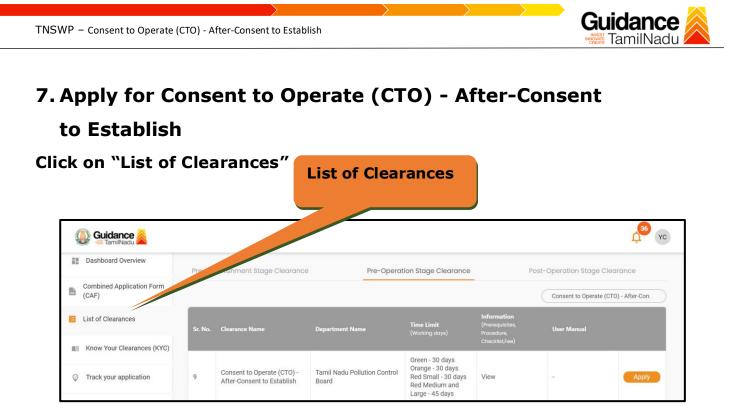


Figure 13. List of Clearances

- 1. The list of clearances is segregated into three stages.
 - Pre-Establishment Stage Clearance
 - Pre-Operation Stage Clearance
 - Post-Operation Stage Clearance
- Select 'Pre-Operation Stage Clearance' and find the clearance
 'Consent to Operate (CTO) Expansion' by using Search option

as shown in the figure given below.

re- Operation S earance	Stage	e				Search for Clearance
Guidance Stamiladu						¢ ³⁶
Dashboard Overview	Pre-Est	ablishment Stage Clearanc	e Pre-Operat	ion Stage Clearance		Post-Operation Stage Clean ce
Combined Application Form (CAF)						Consent to Operate (CTO) - After-Cor
List of Clearances	Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure,	User Manual
Know Your Clearances (KYC)					Checklist,Fee)	
Track your application	9	Consent to Operate (CTO) - After-Consent to Establish	Tamil Nadu Pollution Control Board	Green - 30 days Orange - 30 days Red Small - 30 days Red Medium and Large - 45 days	View	- Appl

Figure 14. Search for Clearance

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TNSWP - Consent to Operate (CTO) - After-Consent to Establish

- Applicant can view information on workflow, checklist of supporting documents to be uploaded by the applicant and fee details. Click on 'view' to access the information (Refer Figure 15)
- 4. To apply for the clearance, click on 'Apply' to access the department application form (Refer Figure 15).
- 5. The Applicant can apply to obtain license for more than 1 establishment using a single login, but the applicant must create multiple Combined Application Form (CAF) for each of the establishment.
 Apply for Clearance

Q	Guidance								<mark>з6</mark> үс
12	Dashboard Overview	Pre-Est	ablishment Stage Clearance		Pre-Operat	ion Stage Clearance		Post-Operation	e Clearance
B	Combined Application Form (CAF)							Consent to Opera	TO) - After-Con:
	List of Clearances	Sr. No.	Clearance Name	Department Name		Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist,Fee)	User Manual	
腘	Know Your Clearances (KYC)						Griddenise, ddy		
Ŷ	Track your application	9	Consent to Operate (CTO) - After-Consent to Establish	Tamil Nadu Pollu Board	tion Control	Green - 30 days Orange - 30 days Red Small - 30 days Red Medium and Large - 45 days	View	-	Apply

Figure 15. Apply for Clearance

Guidance

TNSWP – Consent to Operate (CTO) - After-Consent to Establish	Guidance
INSWP – Consent to Operate (CIO) - After-Consent to Establish	TamilNadu
1) Select PROJECT / CAF from the dr	op-down menu.
Confirmation!!!	×
Please select the project	ct with the one you want to proceed.
Department Name Tamil Nadu Pollution Control Board	Name of the Clearance Consent to Operate (CTO) - After-Consent to
	Establish
Select Project/CAF *	
Dipr test 1	×
Close Click on	Apply
Apply	

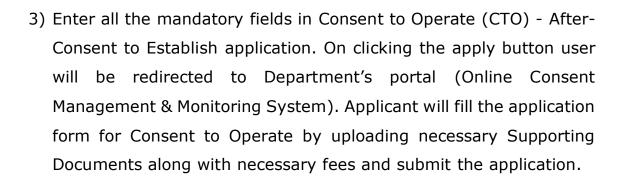
Figure 16. Project/CAF

 Click on the Apply button and the Page would get redirected to Pollution Control Board for CTO AFTER CTE.

You are being redirected to Pollution Control Board for CTO AFTER CTE

Figure 17. Pollution Control Board for CTO AFTER CTE

TNSWP - Consent to Operate (CTO) - After-Consent to Establish

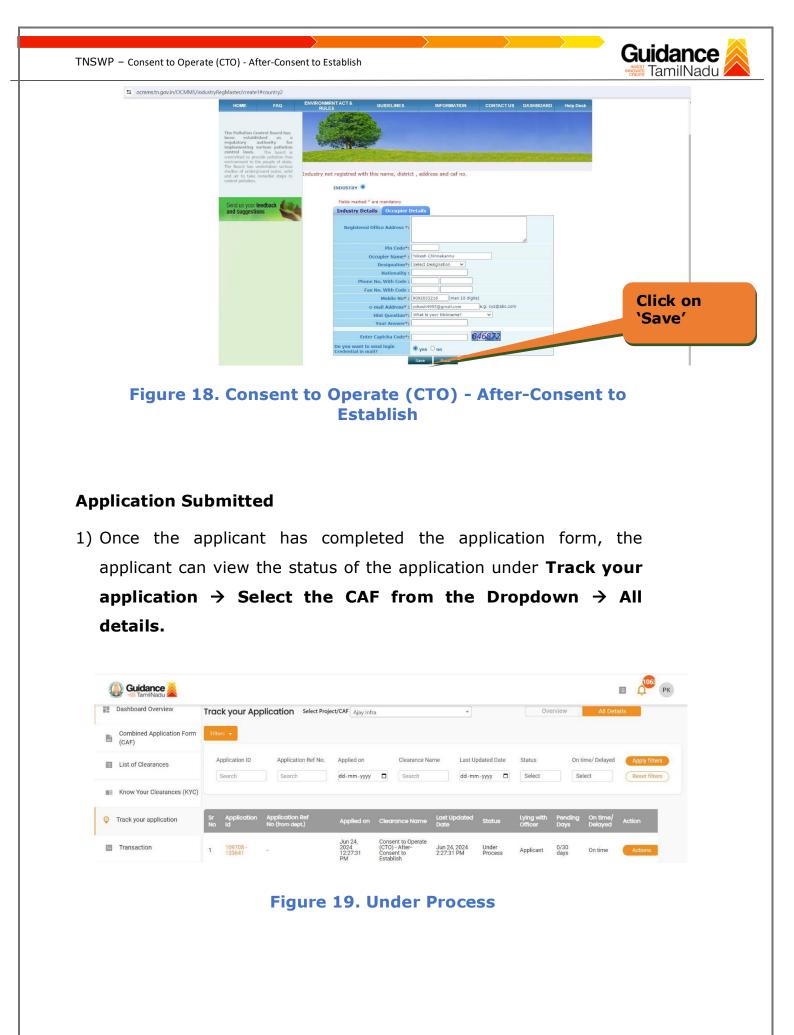


Tamil Nadu State Pollution Control Board			ement & Monitoring ent, Forest and Climate Change rnment of India	System		araia aut
Home	FAQs	Environment Act & Rules	Guidelines	Notices	Contact Us	Help Desk
The Pollution Control Board has been established as a regulatory authority for implementing various pollution control laws. The board is committed to provide pollution free environment to the people of state. The Board has undersken various studies of underground vater, solid and air to take remedial steps to	Industry no	t registred with this name, distri	ct , address and caf no.			
control pollution.		INDUSTRY				
Send us your feedback		Fields marked * are mandatory Industry Details Occupier	Details			
		Industry Name	liuytr	(max 250 character	rs)	
		Industry Location-Postal Address *:	11, lkjht, llkjyht, oiuytr, Katpadi			
		Pin Code*:				
		Revenue District:* Taluk: *				
		Village: *				
		SF No of the Industry location/Plot No in case of Govt				
		Local Body Type:* Local Body:*				
		Category:*	Not Selected V			
		Industry Type:*		~		
		Industry Status *	Operational 💙			
		Date of Commissioning :*	17/08/2023	e.g. dd/mm/yyyy		
		Industry Registration/License No.		char)		
		Latest Gross fixed Assets-cos with out Depreciation(Rs in Lakhs)	t As On ·17/08	/2023		
		Plant & Machinery cost without Depreciation(Rs in Lakhs)*	As On : 17/08	/2023		
		Scale of Industry *		-		
		Ownership of Industry				
		Landline Phone Number with code		J		
		Fax No. With Code				
		e-mail Address		@abc.com		

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Payment Process

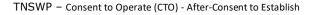
•The applicant will pay the requested fees (Auto generated by the system).

Guidance TamilNadu Dashboard Overview	Track your Application Select Proje	ct/CAF Ajay Infra	Click on "Make Payment"	riew All Details
Combined Application Form (CAF)	Filters 👻			
E List of Clearances	Application ID Application Ref No.	Applied on Clearance Na dd-mm-yyyy D Search	me La d Date Status	On time/ Delayed Apply filters Select Reset filters
Know Your Clearances (KYC)				
Track your application	Sr Application Application Ref No Id No (from dept.)	Applied on Clearance Name	Last Updated tus Lying with Date Officer	h Pending On time/ Days Delayed
Transaction	1 109708 - 133641 -	Jun 24, Consent to Operate 2024 (CTO) - After- 12:27:31 Consent to PM Establish	Jun 24, 2024 Make Applicant 2:27:31 PM payment Applicant	0/30 days On time Actions

Figure 20. Make Payment

Application ID	Application Name
109708 - 133641	Consent to Operate (CTO) - After-Consent to Establish
Application Ref No.	Project Name Dipr test 1
Application Submission Date Jun 24, 2024 2:27:31 PM	Status Make Payment
	Actions to be performed Click on

Figure 21. Click on 'Proceed'





Application Submitted

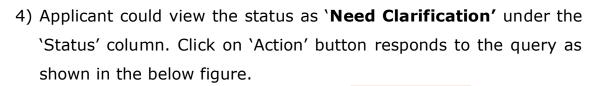
The applicant has completed the application form, the application is submitted successfully to the DEE for further processing. The applicant can view the status of the application under **Track your application** → **Select the CAF from the Dropdown** → **All details**

4	Guidance 👗										E PK
11	Dashboard Overview	Track your Ap	plication Select Proje	ct/CAF Ajay Infr	a	*		Ove	erview	All Deta	ils
Ē	Combined Application Form (CAF)	Filters 👻		Sta	ntus Cha	anaed	to				
	List of Clearances	Application ID Search	Application Ref No.		nder Pro			Status Select	On ti	me/ Delayed	Apply filters Reset filters
10	Know Your Clearances (KYC)										
Ŷ	Track your application	Sr Application No Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updateo Date	atus	Lying with Officer	Pending Days	On time/ Delayed	Action
	Transaction	1 109708 - 1 133641		Jun 24, 2024 12:27:31 PM	Consent to Operate (CTO) - After- Consent to Establish	Jun 24, 2024 2:27:31 PM	Under Process	DEE	0/30 days	On time	Actions

Figure 22. Status of the Application

8. Query Clarification

- After submitting the application to the Tamil Nadu Pollution Control Board, the DEE reviews the application and if there are any clarifications required, the DEE would raise a query to the applicant.
- 2) Applicant would receive an alert message through Registered SMS/Email.
- 3) Applicant could go to 'Track your application' option and view the query under action items under the 'All Details' Tab.



			eed arification		П (1063) РК
Dashboard Overview	Track your Application Select Proje	ct/CAF Ajay Infra	-	Overview	All Details
Combined Application Form (CAF)	Filters 👻				
List of Clearances	Application ID Application Ref No.	Applied on Clearance Nar dd-mm-yyyy 🗖 Search	ne Last Upda e dd-mm-y		time/ Delayed Apply filters
Know Your Clearances (KYC)				
Track your application	Sr Application Application Ref No Id No (from dept.)	Applied on Clearance Name	Last Updated St us	Lying with Pending Officer Days	On time/ Delayed Action
Transaction	1 109708 - 133641 -	Jun 24, Consent to Operate 2024 (CTO) - After- 12:27:31 Consent to PM Establish	Jun 24, 2024 Need 2:27:31 PM clarification	DEE 0/30 days	On time Actions

Figure 23. Need Clarification

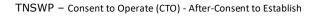
Application ID	Application Name	
109708 - 133641	Consent to Operate (CTO) Establish	- After-Consent to
Application Ref No.	Project Name	
-	Dipr test 1	
Application Submission Date	Status	Provide
Jun 24, 2024 2:27:31 PM	Need clarification	Clarificatio
Ac	tions to be port	

Figure 24. Provide Clarification

- 5) The Applicant clicks on **'Provide Clarification'** button and responds to the Query.
- 6) The Application gets submitted to the department after the query has been addressed by the Applicant.
- 7) The Status of the application changes from 'Need clarification' to**'Under Process'** after the Applicant submits the query.

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9.Inspection Schedule

- a. The DEE schedules the date of appointment for inspection to be done for the specified institution (Refer Figure 25).
- b. The inspection date scheduled by the department is intimated to the user (Refer Figure 26).

9	Guidance													🗉 🔑 рк
11	Dashboard Overview	Trac	k your App	lication Select Proje	ct/CAF Ajay Infra	3			•		Ove	erview	All Det	ails
	Combined Application Form (CAF)	Filte	rs •											
	List of Clearances		oplication ID Search	Application Ref No.	Applied on dd-mm-yyyy		Clearance Na	ime	Last Up dd-mn	odated Date	Status Select		ime/ Delayed lect	Apply filters (Reset filters)
뗴	Know Your Clearances (KYC)													
2	Track your application	Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clear	ance Name	Last Up Date	dated	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
	Transaction	1	109708 - 133641		Jun 24, 2024 12:27:31 PM	Conse (CTO) Conse Estab		Jun 24, 2:27:31	2024 PM	Scheduled inspection	DEE	0/30 days	On time	Actions

Figure 25. Status changed to 'inspection scheduled'

Application ID	Application Name
109708 - 133641	Consent to Operate (CTO) - After-Consent to Establish
Application Ref No.	Project Name
-	Dipr test 1
Application Submission Date	Status
Jun 24, 2024 2:27:31 PM	Scheduled inspection
Ac	tions to be performed

Figure 26. Details of Scheduled Inspection

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Application Submitted

After the Inspection is completed, the Inspection Authority submits the Inspection report will be forward to DEE, if need any clarification raise the query to the applicant, the application is submitted successfully to the DEE for further processing. The applicant can view the status of the application under Track your application \rightarrow Select the CAF from the Dropdown \rightarrow All details

Guidance				E DR
Dashboard Overview	Track your Application Select Project/CA	AF Ajay Infra	• Over	All Details
Combined Application Form (CAF)	Filters -			
List of Clearances			st Updated Date Status	On time/ Delayed Apply filters Select Reset filters
Know Your Clearances (KYC				
Track your application	Sr Application Application Ref No Id No (from dept.) A	pplied on Clearance Name Last Upda Date	ted Status Lying with Officer	Pending On time/ Days Delayed Action
Transaction	1 109708 - 2	un 24, Consent to Operate 024 (CTO) - After- Jun 24, 202 2:27:31 Consent to 2:27:31 PM M Establish	4 Under Inspection Process Authority	0/30 On time Actions

Figure 27. Under Process

10.Query Clarification

- 8) After submitting the application to the Tamil Nadu Pollution Control Board, the DEE reviews the application and if there are any clarifications required, the DEE would raise a query to the applicant.
- 9) Applicant would receive an alert message through Registered SMS/Email.
- 10) Applicant could go to 'Track your application' option and view the query under action items under the 'All Details' Tab.

TNSWP – Consent to Operate (CTO) - After-Consent to Establish

11) Applicant could view the status as '**Need Clarification'** under the 'Status' column. Click on 'Action' button responds to the query as shown in the below figure.

Guid	ance 崴						Ne							е 🥬 рк
Dashboa	rd Overview	Trac	k your App	lication Select Proje	ct/CAF Ajay Infra		Cla	rifi	cat	ion	Ove	rview	All Deta	ils
Combine (CAF)	d Application Form	Filter	5 🔹							Γ				
List of Cl	earances		oplication ID	Application Ref No.	Applied on dd-mm-yyyy		Clearance Na		Last Up		Status	On tir	ne/ Delayed	Apply filters Reset filters
Know Yo	ur Clearances (KYC)													
💡 Track you	application	Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clear	ance Name	Last Upd Date	lated	S lus	Lying with Officer	Pending Days	On time/ Delayed	Action
Transact	on	1	109708 - 133641		Jun 24, 2024 12:27:31 PM			Jun 24, 20 2:27:31 P		Need clarification	DEE	0/30 days	On time	Actions

Figure 28. Need Clarification

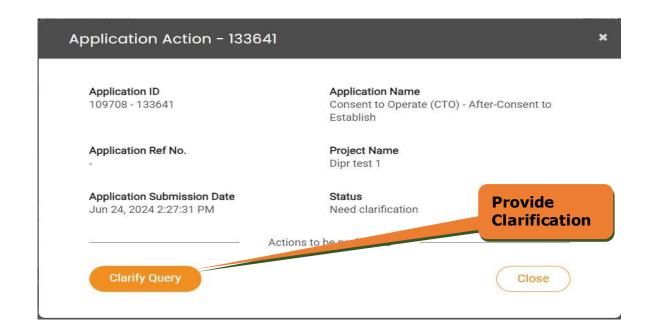


Figure 29. Provide Clarification

12) The Applicant clicks on **'Provide Clarification'** button and responds to the Query.

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TNSWP - Consent to Operate (CTO) - After-Consent to Establish

- 13) The Application gets submitted to the department after the query has been addressed by the Applicant.
- 14) The Status of the application changes from 'Need clarification' to**'Under Process'** after the Applicant submits the query.

	Dashboard Overview	Tra	ck your App	olico	ation Select Proje	ct/CAF Ajay Infra		Statu Unde					ew	All Deta	ails
6	Combined Application Form (CAF)	Filt	ers 👻									\square			
3	List of Clearances		Application ID		Application Ref No.	Applied on dd-mm-yyyy		Clearance Na	me	Last Up		Status Select		time/ Delayed	Apply filters
9	Know Your Clearances (KYC)														
3	Track your application	Sr No	Application Id		plication Ref (from dept.)	Applied on	Clea	rance Name	Last Up Date	odated	Stat	Lying with Officer	Pending Days	On time/ Delayed	Action
1	Transaction	1	109708 - 133641			Jun 24, 2024 12:27:31 PM			Jun 24, 2:27:31	2024 PM	Under Process	Approving Authority	0/30 days	On time	Actions

Figure 30. Under Process

Issue Provisional approval letter

Scrutinizes the application will generate and provide the provisional approval letter for Approving Authority and forward the application to AEE/AE.

0	Guidance 👗															E 🤷 P
Das	hboard Overview	Trac	k your App	licati	ON Select Proje	ect/CAF A	ay Infra				*		Ove	erview	All Deta	iils
Con (CA	nbined Application Form F)	Filter	s •													
🗉 List	of Clearances		plication ID earch	1	plication Ref No.	Applied		٥	Clearance Na	ne	Last Up	idated Date	Status	On ti	me/ Delayed	Apply filters Reset filters
🗐 Kno	w Your Clearances (KYC)															
Track	k your application	Sr No	Application Id		ation Ref m dept.)	Applie	d on	Clear	ance Name	Last Up Date	dated	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
Trar	nsaction	1	109708 - 133641	-		Jun 24, 2024 12:27:3 PM	1	Conse (CTO) Conse Establ		Jun 24, 2 2:27:31	2024 PM	Approved	Approving Authority	0/30 days	On time	Actions

Figure 31. Issue Provisional approval letter

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Application Submitted

2) The Approving authority will review the provisional approval letter and forward to the AEE/AE. The AEE/AE can review the status of the application under Track your application → Select the CAF from the Dropdown → All details

Dashboard Overview	Trac	ck your App	olication Select Proje	ect/CAF Ajay In	ra			*		Ove	erview	All Deta	ails
Combined Application Form (CAF)	Filte	HS 💌											
List of Clearances		pplication ID Search	Application Ref No.	Applied on dd-mm-yyyy		Clearance Na	me	Last Upo	dated Date	Status Select		ime/ Delayed lect	Apply filters Reset filters
Know Your Clearances (KYC)												
Track your application	Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clea	rance Name	Last Up Date	odated	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
Transaction	1	109708 -		Jun 24, 2024	Cons (CTO	ent to Operate) - After-	Jun 24,	2024	Under	AE/AEE	0/30	On time	Actions

Figure 32. Under Process

11. Track Your Application

- After submitting the application, a unique 'token ID' would be generated. Using the **'Token ID'** the Applicant can track the status of clearances by clicking on 'Track your application' option.'
- Applicant to choose the name of the project created during CAF from the dropdown 'Select Project / CAF' displayed at the top of the page.



• Track your application – Overview Option

TNSWP - Consent to Operate (CTO) - After-Consent to Establish

By clicking on 'Overview' tab, Applicant can view the count of various clearance statuses as follows.

- Total Pending Clearances
- Total Approved Clearances
- Total Rejected Clearances

	ck Your lication		Overview of applications					
Cuidance TamilNadu	,	ect/CAF Ajay Infra	*	Overview	Details			
Combined Applic Combined Appli	Filters Application ID Application Ref No. Search Search	Applied on Clearance Na dd-mm-yyyy 🖨 Search	me Last Updated Date	Status On time/ Dela Select Select	yed Apply filters Reset filters			
Know Your Charances (KYC) Track your application	Sr Application Application Ref No Id No (from dept.)	Applied on Clearance Name	Last Updated Date Status	Lying with Pending On tim Officer Days Delayı				
Transaction	1 109708 - 133641 -	Jun 24, Consent to Operate 2024 (CTO) - After- 12:27:31 Consent to PM Establish	Jun 24, 2024 Under 2:27:31 PM Process	AE/AEE 0/30 On time	e Actions			

Figure 33. Track Your Application

• Track your application – 'All Details' Option

By clicking on 'All details' tab, Applicant can view the following statuses of the list of clearances applied for the specified project.

- Applied on
- Last updated date
- Status of the application
- Lying with officer
- Pending days
- On time / Delayed Action

TNSWP – Consent to Ope	rate (CTO) - After-Consent to Esta	ablish			Guidance
			All De Optic		П (1063) РК
Combined Application Form (CAF)	Track your Application Select Proje	ct/CAF Ajay Infra	*	Overview	Il Details
List of Clearances	Application ID Application Ref No.	Applied on Clearance Nam	e Last Updated Date	Status On time/ De Select Select	layed Apply filters Reset filters
Know Your Clearances (KYC)					
Track your application	Sr Application Application Ref No Id No (from dept.)		Last Updated Status Date	Lying with Pending On ti Officer Days Dela	me/ Action
Transaction	1 109708 - 133641 -	Jun 24, Consent to Operate 2024 (CTO) - After- 12:27:31 Consent to PM Establish	Jun 24, 2024 Under 2:27:31 PM Process	AE/AEE 0/30 On tir days On tir	ne Actions

Figure 34. 'All Details' tab

Prepare Consent Order

The AEE/AE scrutinizes the application. If the provided documents and details are satisfactory, then the AEE/AE will Prepare and generate consent order and forward to the District Section Head.

Q	Guidance												E 👘 PK
11	Dashboard Overview	Track your App	olication Select Proje	ct/CAF Ajay Infra	3			*		Ove	erview	All Det	ails
ĥ	Combined Application Form (CAF)	Filters 👻											
Ħ	List of Clearances	Application ID Search	Application Ref No.	Applied on dd-mm-yyyy		Clearance Na	ime	Last Up	odated Date	Status Select		time/ Delayed elect	Apply filters Reset filters
10	Know Your Clearances (KYC)												
>	Track your application	Sr Application No Id	Application Ref No (from dept.)	Applied on	Clear	rance Name	Last Up Date	dated	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
N	Transaction	1 109708 - 133641		Jun 24, 2024 12:27:31 PM	Conse (CTO) Conse Estab		Jun 24, 2 2:27:31	2024 PM	Prepare consent order	AE/AEE	0/30 days	On time	Actions

Figure 35. 'Prepare Consent Order'



12. Application Processing

 The District Section Head scrutinizes and reviews the application and updates the status as "Approved or Rejected"

Q	Guidance 👗											🗉 📫 Pi
	Dashboard Overview	Tra	ck your App	olication Select Proj	ect/CAF Ajay Infra	a	•		Ove	erview	All Det	ails
ŀ	Combined Application Form (CAF)	Filt	ers 👻			Appro	ved St	tatus				
	List of Clearances		Application ID Search	Application Ref No.	Applied on dd-mm-yyyy	Search	dd-m		Select	On ti	ime/ Delayed	Apply filters
0	Know Your Clearances (KYC)											
	Track your application	Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	s	Lying with Officer	Pending Days	On time/ Delayed	Action
Ŧ	Transaction	1	109708 - 133641		Jun 24, 2024 12:27:31 PM	Consent to Operate (CTO) - After- Consent to Establish	Jun 24, 2024 2:27:31 PM	Approved	District Section Head	0/30 days	On time	Actions

Figure 36. Application Processed

 If the application is 'Approved' by the District Section Head, the applicant can download the Approval Certificate under Track your application - > Action button -> Download Certificate (Refer Figure 37)

Application Action - 133641		
Application ID 109708 - 133641	Application Name Consent to Operate (Establish	(CTO) - After-Consent to
Application Ref No.	Project Name Dipr test 1	
Application Submission Date Jun 24, 2024 2:27:31 PM	Status Approved	Download Certificate
Certificate Receipt		oplication Processing
Feedback - App	Stag	Close

Figure 37. Download Certificate

TNSWP – Consent to Operate (CTO) - After-Consent to Establish

3) If the application is 'Rejected' by the Approving Authority, the applicant can view the rejection remarks under the Actions Tab by the Approving Authority. Applicant has to create a fresh application if the application has been rejected. (Refer Figure 38)

	Rejected Status
Guidance TamilNadu	
Dashboard Overview	Track your Application Select Project/CAF Ajay Infra Overview All Details
Combined Application Form (CAF)	Filters 👻
List of Clearances	Application ID Application Ref No. Applied on Clearance Name Last Update Status On time/ Delayed Apply filters Search Search dd-mm-yyyy Search Select Select Reset filters
III Know Your Clearances (KYC)	
Prack your application	Sr Application Application Ref No Id No (from dept.) Applied on Clearance Name Last Updated Star & Lying with Pending On time/ Action Date Officer Days Delayed
E Transaction	1 109708 - 2024 (CTO) - After- 133641 - 12.27.31 Consent to 2-27.31 PM Rejected Approving 0/30 On time Actions PM Establish

Figure 38. Rejected Status



Guidance

TamilNadu