



TAMILNADU SINGLE WINDOW PORTAL

APPLICANT MANUAL

Permanent License for Sale of Crackers

Revenue Department



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1. Home Page

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

TNSWP website
(www.tnswp.com)

Toll free number
and Mail Id



← → ↻ 🔒 tnswp.com/DIGIGOV/swp-tnswp.jsp 🔍 📄 ⭐ 🌐

A Tamil Nadu Government Portal | Wednesday, 30 November 2022, 10:11 pm (IST) | Visit Guidance Site | Operational Timings For Toll Free Number 8:30 AM to 8:30 PM | Toll Free Number: 18002583878 | Email : helpdesk@investtn.in | Industrial Helpline | English ▾

 **Guidance** TamilNadu | Home | About Us | Clearances/Approvals | Legislation, Policies & Notifications | Dashboard | Help & Support | Register | Login

TAMIL NADU

Leading the Nation

| | | | | |
|---|--|--|--|---|
|  #1 Number of Factories in India |  #1 Number of Operational SEZs in India |  #1 Governance & Political Stability (N-SIPI 2019) |  #1 International and Domestic Tourist Arrivals |  #1 Best Performing State (India Today State of the State Award 2018, 2019 & 2020) |
|  #2 Sustainable Development Goals (SDG) Index 2020-21 (NITI Aayog) |  #2 Second Largest Economy in India |  #2 Best Governed State (Public Affairs Index 2020) |  #2 Job Creation Under IBPS Scheme |  #2 Growth, Innovation and Leadership Index 2019 (Frost & Sullivan) |

Tamil Nadu Single Window Portal is a one-stop portal for investors to electronically secure all business-related approvals/ licenses/ clearances/ NOCs in a time-bound, transparent and hassle-free manner. The Tamil Nadu Single Window Portal covers 200+ services encompassing 40+ Government departments/ agencies with an aim to improve Ease of Doing Business (EoDB) for investors in Tamil Nadu, and make the G2B interface faceless, paperless and contactless

[TN Single Window Fee Slab for Large Industries](#) 

Figure 1. Single Window Portal Home Page

2. Registration

To access the TNSWP and to apply for various clearances the applicant needs to complete the Registration process.

1) Click on '**Register**' button on TNSWP.

**Register
on TNSWP**

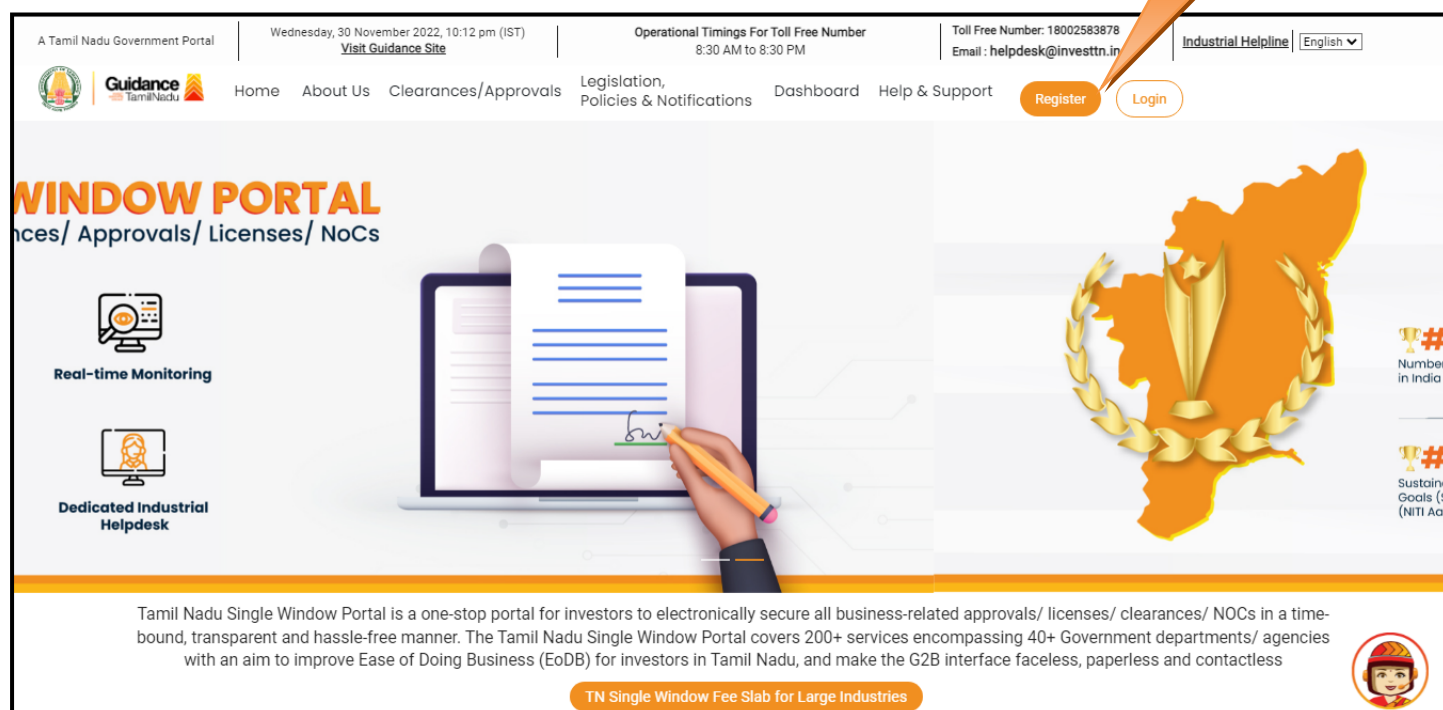
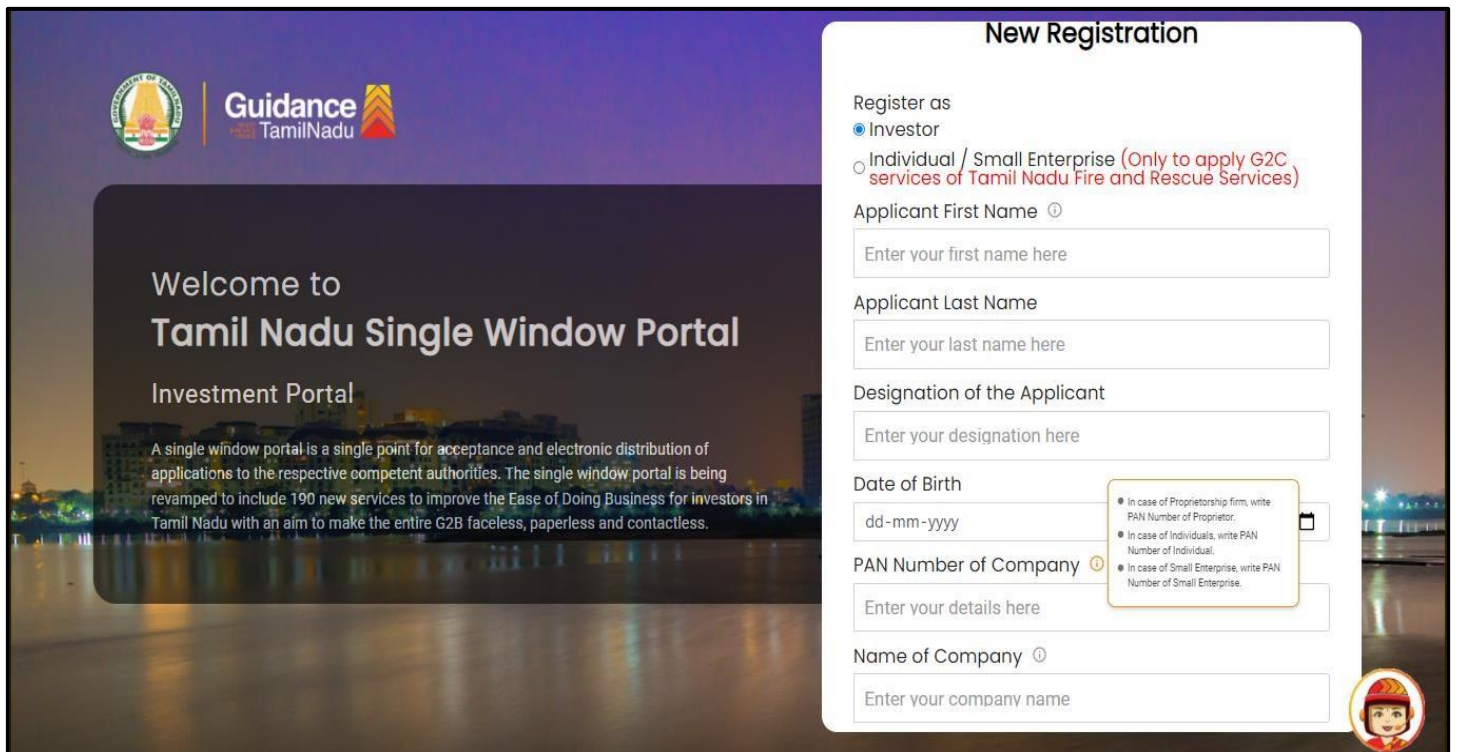


Figure 2. Register

- 2) New Investor Registration page will appear (Refer Figure 3 & 4)
- 3) Select the 'Investor' option and continue with the Registration process.
- 4) Only for applying Government to Citizen (G2C) fire clearances, click on option '**G2C clearances of Tamil Nadu fire and rescue clearances under the category individual/small enterprise**'.
- 5) The information icon ⓘ gives a brief description about the fields when the applicant hovers the cursor on these icons.



Welcome to Tamil Nadu Single Window Portal Investment Portal

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 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.

New Registration

Register as

Investor

Individual / Small Enterprise (Only to apply G2C services of Tamil Nadu Fire and Rescue Services)

Applicant First Name ?

Applicant Last Name

Designation of the Applicant

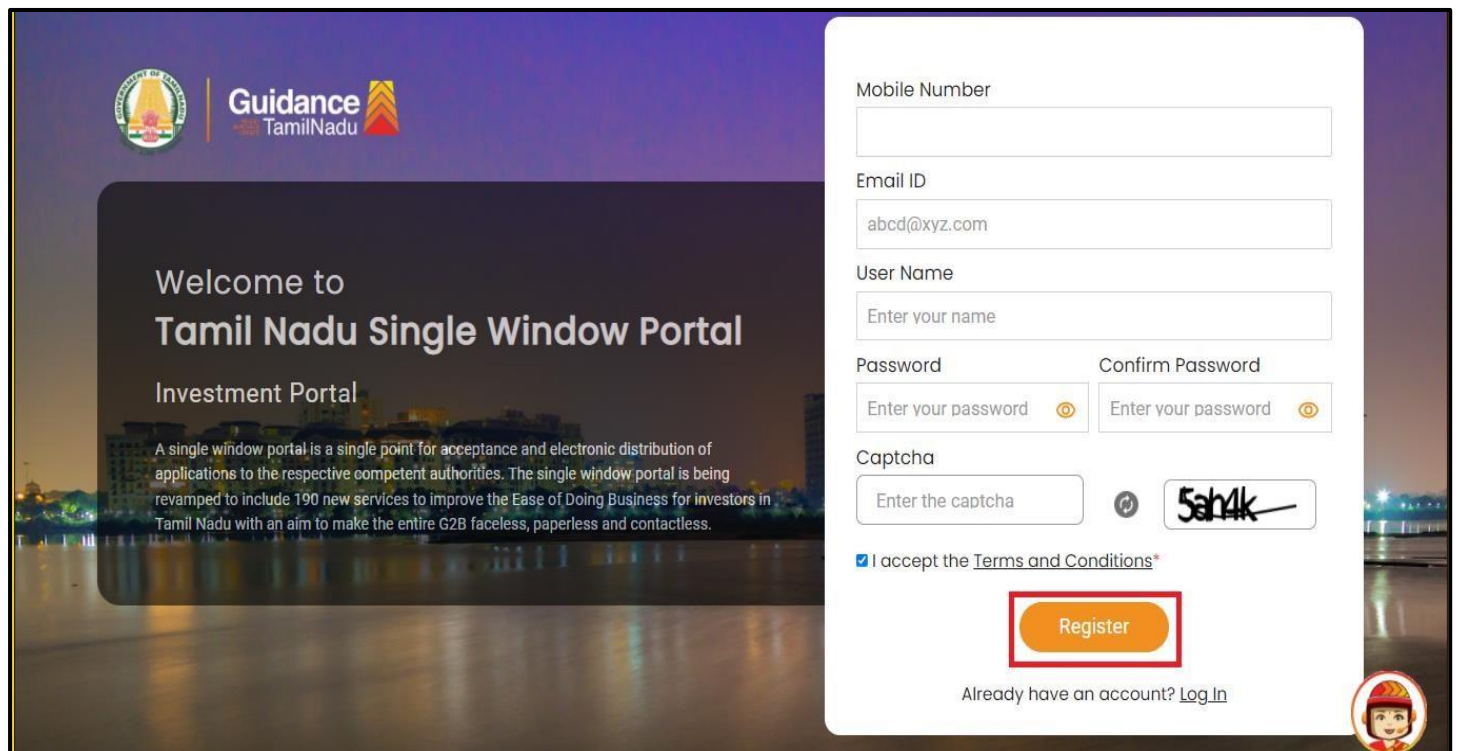
Date of Birth

- In case of Proprietorship firm, write PAN Number of Proprietor.
- In case of Individuals, write PAN Number of Individual.
- In case of Small Enterprise, write PAN Number of Small Enterprise.

PAN Number of Company ?

Name of Company ?

Figure 3. Registration Form



Welcome to Tamil Nadu Single Window Portal Investment Portal

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 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.

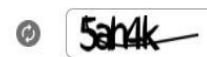
Mobile Number

Email ID

User Name

Password Confirm Password

Captcha



I accept the [Terms and Conditions](#)*

Register

Already have an account? [Log In](#)

Figure 4. Registration Form Submission

- 6) The Email ID would be the Username to login the TNSWP.
- 7) 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.

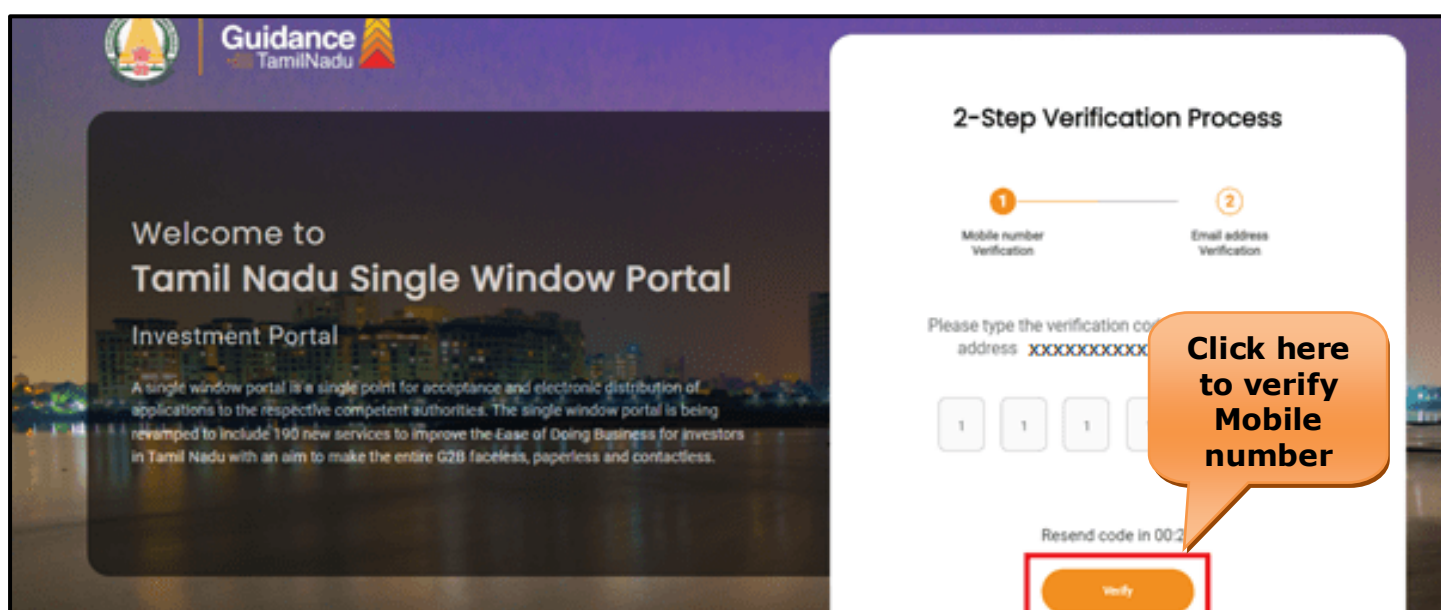


Figure 5. Mobile Number Verification

- **Email ID Verification**

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

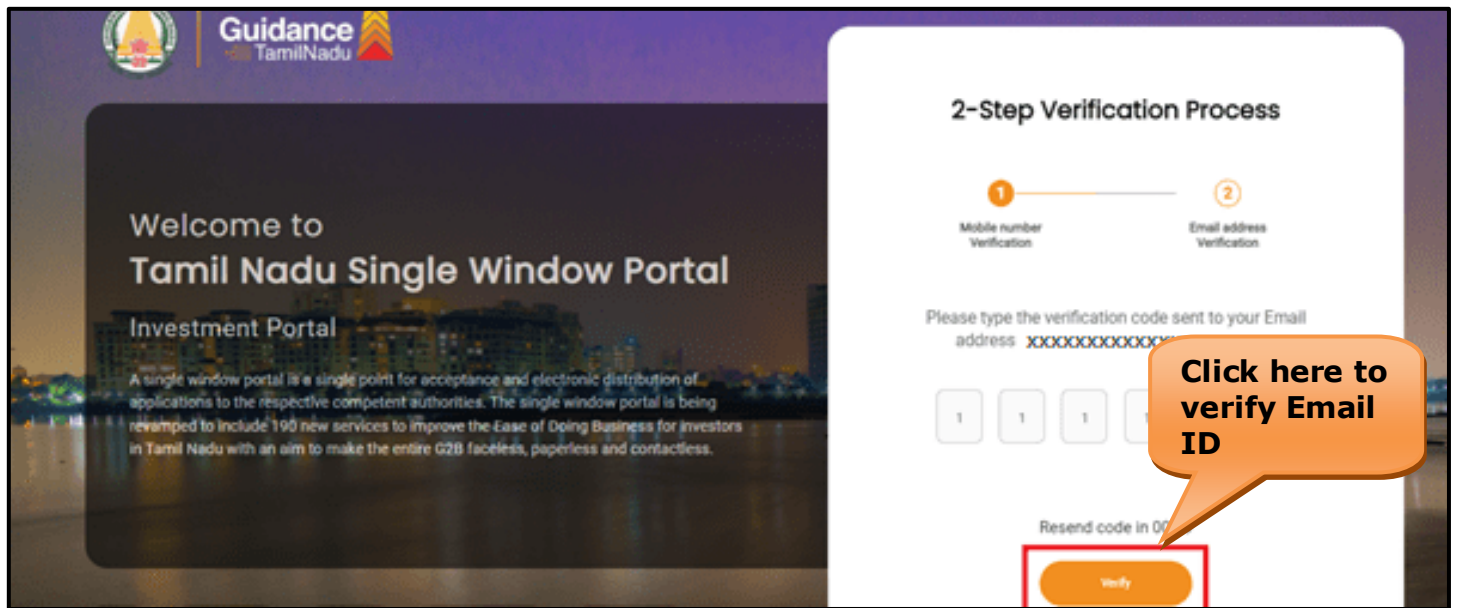


Figure 6. Email ID Verification

- 3) After completion of the 2-Step Verification process, registration confirmation message will pop-up stating as '**Your registration was successful**' (Refer Figure 7).
- 4) Registration process is completed successfully.

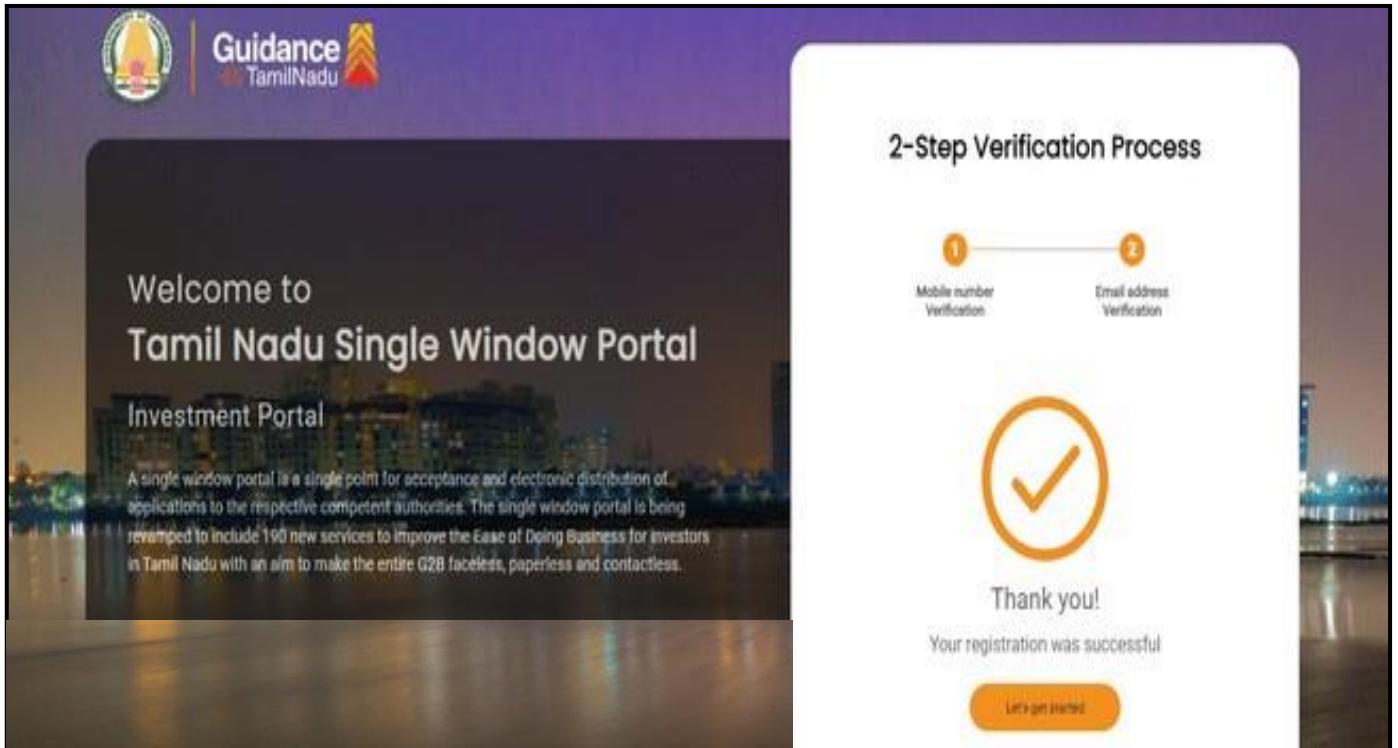


Figure 7. Registration Confirmation Pop-Up

4. Login

- 1) The applicant can login to TNSWP with the Username and Password created during the registration process.
- 2) Click on login button to enter TNSWP.

Login to TNSWP

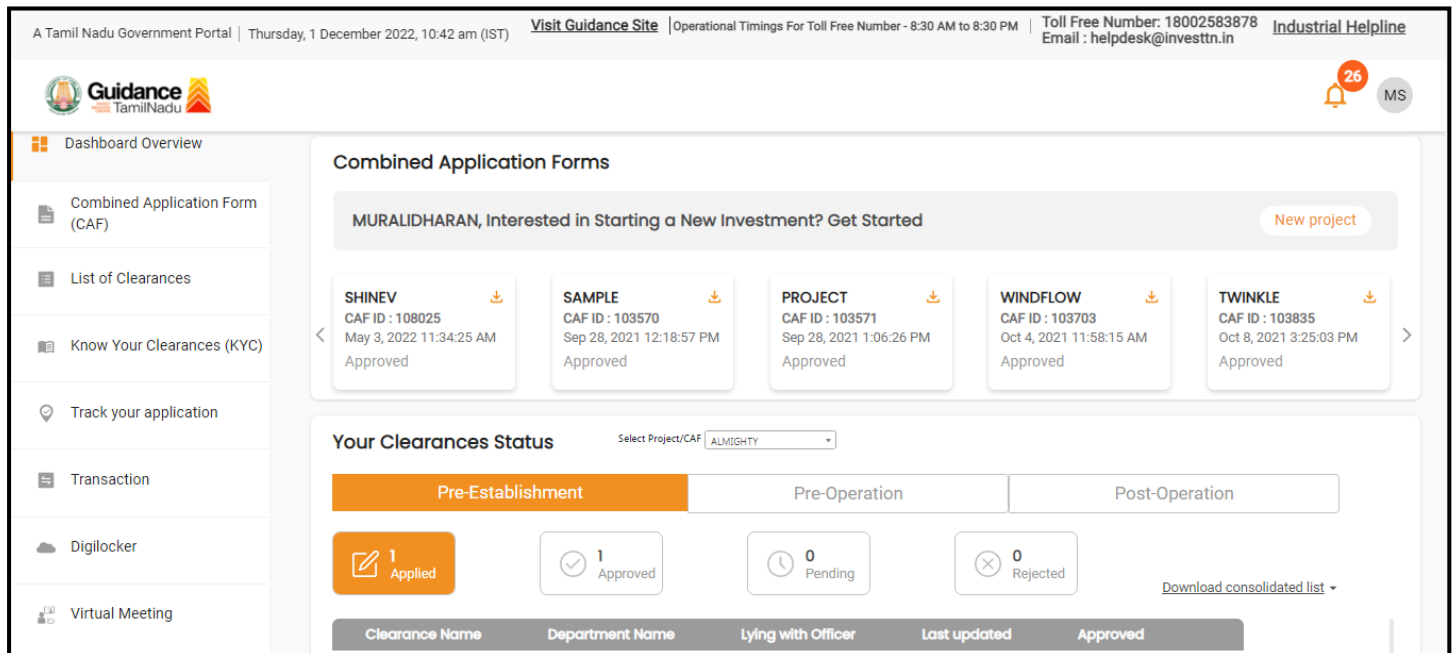


The screenshot shows the TNSWP website interface. The browser address bar displays 'tnswp.com/DIGIGOV/swp-tnswp.jsp'. The page header includes the Tamil Nadu Government Portal logo, the date 'Wednesday, 30 November 2022, 10:11 pm (IST)', and operational timings for the toll-free number (8:30 AM to 8:30 PM). The main navigation menu includes 'Home', 'About Us', 'Clearances/Approvals', 'Legislation, Policies & Notifications', 'Dashboard', and 'Help & Support'. A 'Login' button is highlighted with an orange callout bubble. The main content area features a large orange map of Tamil Nadu with the text 'TAMIL NADU Leading the Nation'. Below this, there are several award statistics: #1 for Number of Factories in India, Number of Operational SEZs in India, Governance & Political Stability (N-SIPI 2019), International and Domestic Tourist Arrivals, and Best Performing State (India Today State of the State Award 2018, 2019 & 2020); and #2 for Sustainable Development Goals (SDG) Index 2020-21 (NITI Aayog), Second Largest Economy in India, Best Governed State (Public Affairs Index 2020), Job Creation Under IBPS Scheme, and Growth, Innovation and Leadership Index 2019 (Frost & Sullivan). At the bottom, there is a text block describing the portal as a one-stop portal for investors and a button for 'TN Single Window Fee Slab for Large Industries'.

Figure 8. Login

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.



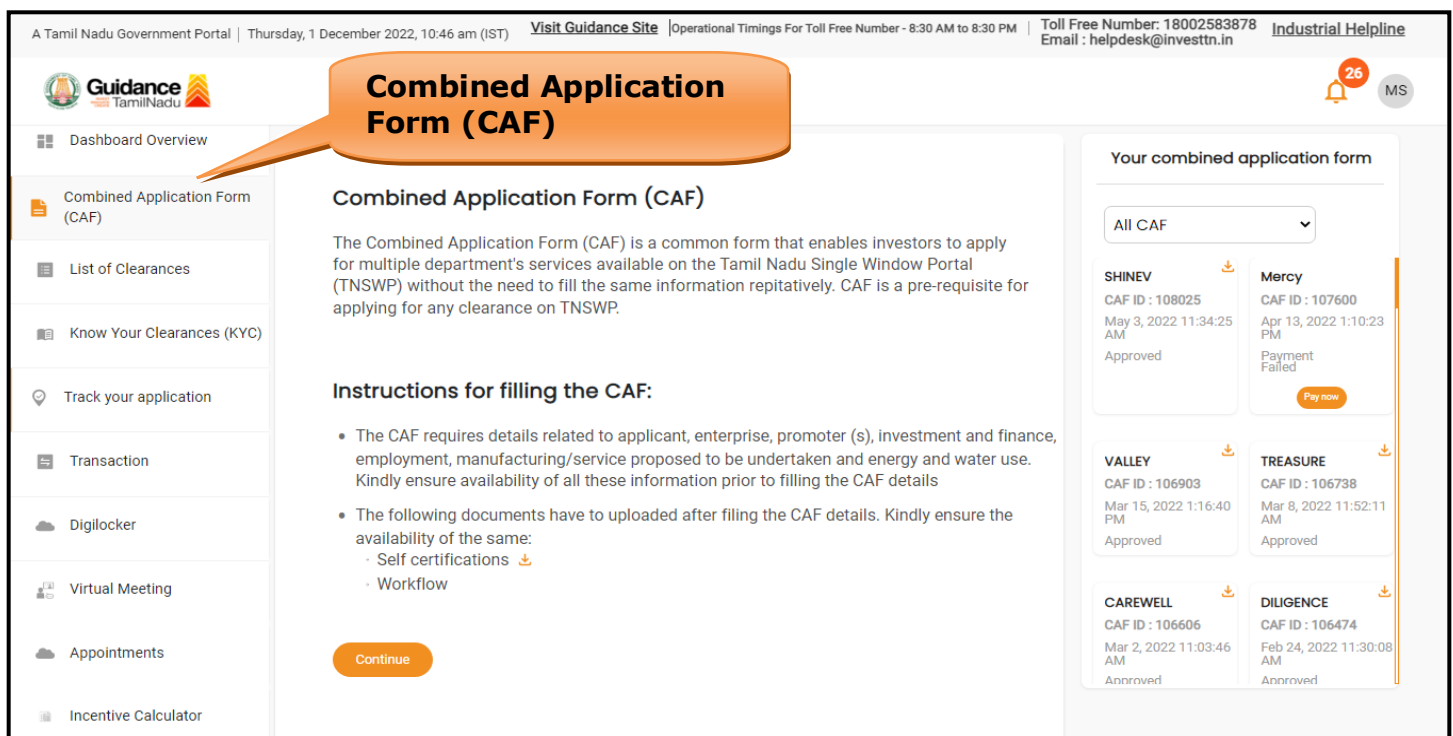
The screenshot shows the dashboard overview page for the TNSWP. The header includes the Tamil Nadu Government Portal logo, the date and time (Thursday, 1 December 2022, 10:42 am (IST)), and contact information for the Guidance Site, Toll Free Number (18002583878), and Industrial Helpline (Email: helpdesk@investtn.in). The dashboard is divided into several sections:

- Dashboard Overview:** A sidebar menu with options like Combined Application Form (CAF), List of Clearances, Know Your Clearances (KYC), Track your application, Transaction, Digilocker, and Virtual Meeting.
- Combined Application Forms:** A section titled "MURALIDHARAN, Interested in Starting a New Investment? Get Started" with a "New project" button. Below this, there are five application cards: SHINEV (CAF ID: 108025, May 3, 2022 11:34:25 AM, Approved), SAMPLE (CAF ID: 103570, Sep 28, 2021 12:18:57 PM, Approved), PROJECT (CAF ID: 103571, Sep 28, 2021 1:06:26 PM, Approved), WINDFLOW (CAF ID: 103703, Oct 4, 2021 11:58:15 AM, Approved), and TWINKLE (CAF ID: 103835, Oct 8, 2021 3:25:03 PM, Approved).
- Your Clearances Status:** A section with a dropdown menu for "Select Project/CAF" (currently set to "ALMIGHTY"). It features three tabs: Pre-Establishment (selected), Pre-Operation, and Post-Operation. Below the tabs, there are four status boxes: Applied (1), Approved (1), Pending (0), and Rejected (0). A "Download consolidated list" link is also present.
- Clearance Table:** A table with columns: Clearance Name, Department Name, Lying with Officer, Last updated, and Approved.

Figure 9. Dashboard Overview

6. Combined Application Form (CAF)

- 1) Prior to applying for various clearances on TNSWP, the applicant must create a project by filling in the combined application form (CAF).
- 2) 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.



The screenshot shows the 'Combined Application Form (CAF)' page on the Tamil Nadu Government Portal. The page header includes the portal name, date, time, and contact information. The left sidebar contains navigation options like 'Dashboard Overview', 'Combined Application Form (CAF)', 'List of Clearances', 'Know Your Clearances (KYC)', 'Track your application', 'Transaction', 'Digilocker', 'Virtual Meeting', 'Appointments', and 'Incentive Calculator'. The main content area is titled 'Combined Application Form (CAF)' and contains a description of the CAF, instructions for filling it, and a 'Continue' button. The right-hand panel, titled 'Your combined application form', displays a list of existing CAFs with details such as CAF ID, date, time, and status.

| Entity | CAF ID | Date & Time | Status |
|-----------|--------|--------------------------|----------------|
| SHINEV | 108025 | May 3, 2022 11:34:25 AM | Approved |
| Mercy | 107600 | Apr 13, 2022 1:10:23 PM | Payment Failed |
| VALLEY | 106903 | Mar 15, 2022 1:16:40 PM | Approved |
| TREASURE | 106738 | Mar 8, 2022 11:52:11 AM | Approved |
| CAREWELL | 106606 | Mar 2, 2022 11:03:46 AM | Approved |
| DILIGENCE | 106474 | Feb 24, 2022 11:30:08 AM | Approved |

Figure 10. Combined Application Form (CAF)

6.1 Sections of Combined Application Form

1) To complete the combined application form (CAF) the applicant must fill 7 Sections of CAF as displayed in Figure 11. (**CAF payment tab** will be displayed only for Large Enterprises).

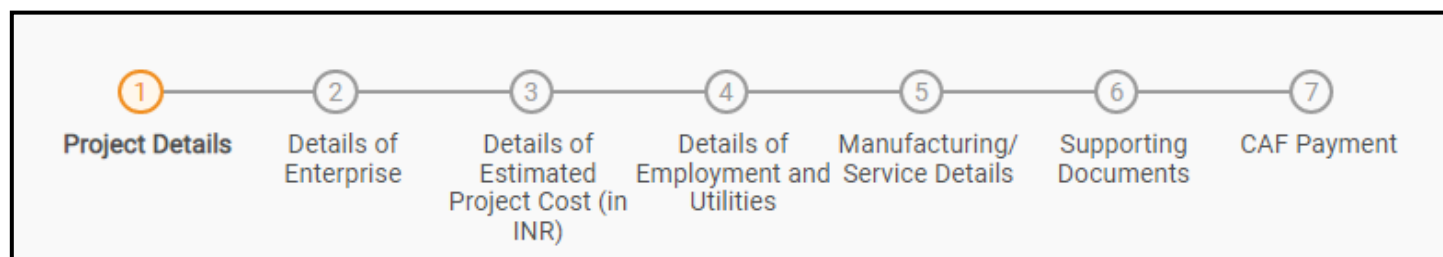


Figure 11. Section of Combined Application Form (CAF)

2) After filling the CAF details, the applicant must upload the requisite supporting documents under '**Section 6: Supporting Documents**'

- **Self-Certification:**

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

- **Workflow:**

- Prepare and upload the business process flow chart.

3) 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).

The screenshot displays the Guidance TamilNadu portal interface. At the top, there is a progress bar with seven steps: 1. Project Details, 2. Details of Enterprise, 3. Details of Estimated, 4. Details of Employment and Manufacturing Utilities, 5. Details of Manufacturing, 6. Supporting Documents, and 7. CAF Payment. The current step is 7. A notification box is overlaid on the page, stating: "Information: Your CAF details have been successfully saved. Kindly review the CAF fees amount and make applicable payment to submit the CAF." Below the notification, the "Payment Details" section is visible. It includes a "Choose your preferred Fee slab" section with radio buttons for "Lump sum" (selected) and "à la carte". The "Amount to be paid (in INR)" is shown as 500000, with "Five Lakh" written below it. A "Calculate Fee" button is present. At the bottom of the page, there are buttons for "Previous", "Next", "Pay Later", "Pay Now", "Review & Submit", and "Submit".

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. [Clickhere](#) to access the Single Window Fee Slab.

7. Apply for Permanent License for Sale of Crackers

1. Click on “List of Clearances”

List of Clearances

| Sr. No. | Clearance Name | Department Name | Time Limit (Working days) | Information (Prerequisites, Procedure, Checklist, Fee) | |
|---------|--------------------------------------|---|---------------------------|--|-------|
| 1 | Allotment of Land by SIDCO | Tamil Nadu Small Industries Development Corporation Limited (SIDCO) | 60 Days | View | Apply |
| 2 | Allotment of Land in industrial area | State Industries Promotion Corporation of Tamil Nadu Ltd | 60 days | View | Apply |

Figure 13. List of Clearances

2. The list of clearances is segregated into three stages.

- Pre-Establishment Stage Clearance
- Pre-Operation Stage Clearance
- Post-Operation Stage Clearance

3. Select ‘Pre-Operation Stage Clearance’ and find the clearance ‘Permanent License for Sale of Crackers’ by using Search option as shown in the figure given below.

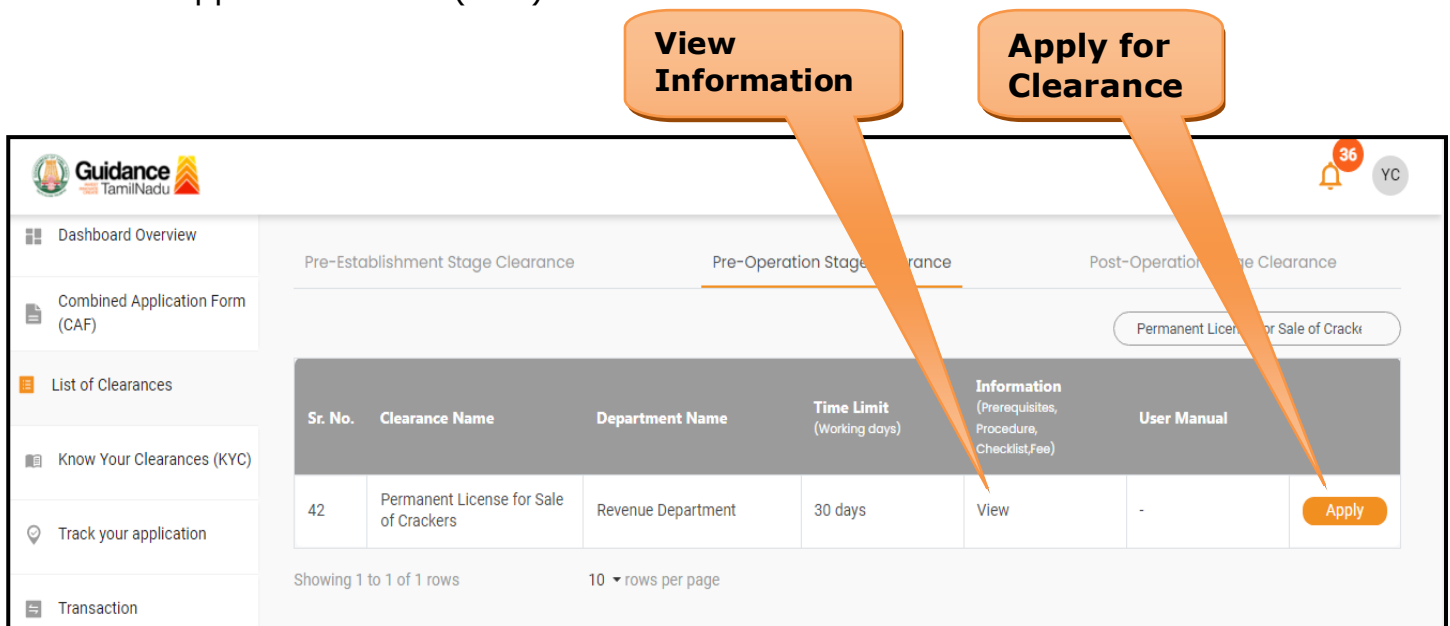
Pre-Operation Stage Clearance

Search for Clearance

| Sr. No. | Clearance Name | Department Name | Time Limit (Working days) | Information (Prerequisites, Procedure, Checklist, Fee) | User Manual | |
|---------|--|--------------------|---------------------------|--|-------------|-------|
| 42 | Permanent License for Sale of Crackers | Revenue Department | 30 days | View | - | Apply |

Figure 14. Search for Clearance

4. 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)
5. To apply for the clearance, click on 'Apply' to access the department application form (Refer Figure 15).
6. 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.



View Information

Apply for Clearance

| Sr. No. | Clearance Name | Department Name | Time Limit (Working days) | Information (Prerequisites, Procedure, Checklist, Fee) | User Manual |
|---------|--|--------------------|---------------------------|--|-------------|
| 42 | Permanent License for Sale of Crackers | Revenue Department | 30 days | View | - |

Showing 1 to 1 of 1 rows 10 rows per page

Figure 15. Apply for Clearance

1) Select **PROJECT / CAF** from the drop-down menu.

Confirmation!!!

Please select the project with the one you want to proceed.

| | |
|--|--|
| Department Name Revenue Department | Name of the Clearance Permanent License for Sale of Crackers |
|--|--|

Select Project/CAF *

caf payment test

Close

Click on Apply

Apply

Select CAF

Figure 16. Project/CAF

2) Click on the Apply button and the Page would get redirected to Application for Permanent License for Sale of Crackers.

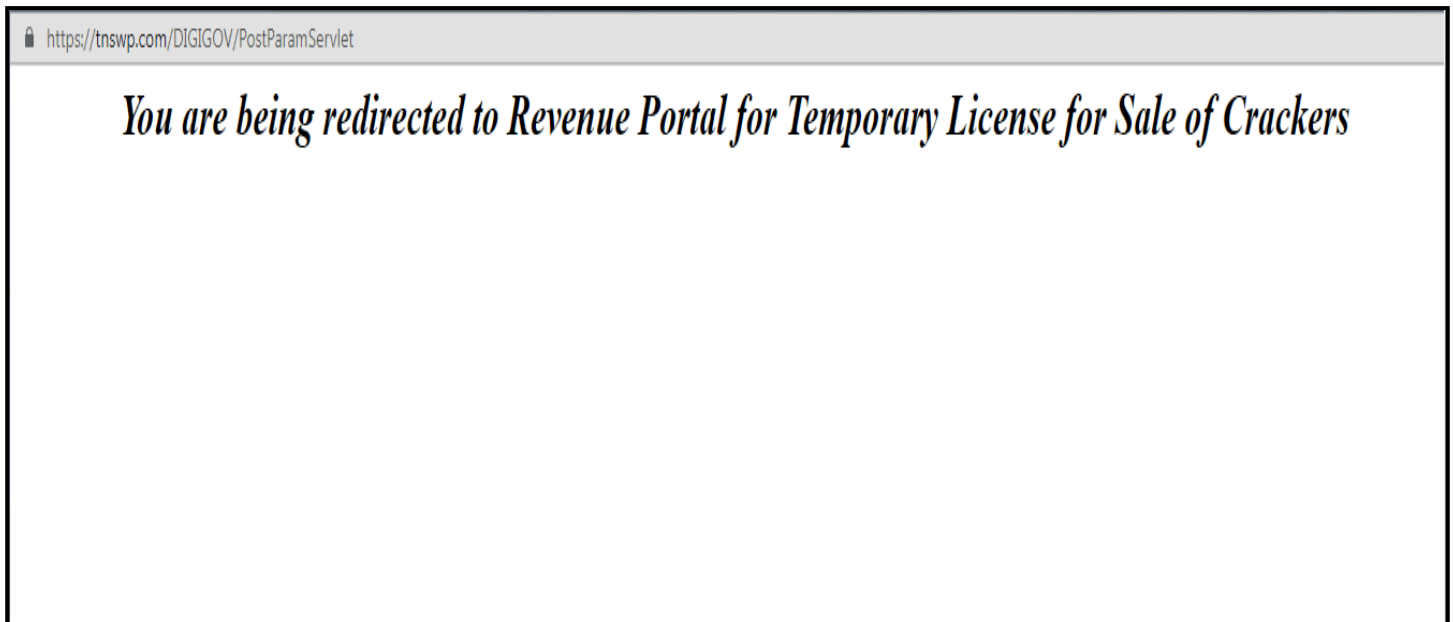


Figure 17. Redirecting to Permanent License for Sale of Crackers Portal

3) Enter all the mandatory details in the application for Application for Permanent License for Sale of Crackers.

https://serviceonline.gov.in/tamilnadu/renderApplicationForm.do?serviceId=7270003&UUID=4cee7deb-7bd5-4ae9-9c99-38b0c7446db6&directService=true&tempId=2303&serviceNotOnline=yes&serviceName...

Language ▾



Application for Opening Permanent Cracker Shop

Type of Applicant *

Individual ▾

Applicant Details / விண்ணப்பதாரர் விபரம்

Applicant Name : *

Yokesh Chinnakannu

Full Permanent Address with Pincode: *

lkdjahgfolikujyht600018

Age *

23

Gender *

Male ▾

Aadhar No

801810841774

Mobile Number *

9092653218

E-Mail *

yokesh4995@gmail.com

Details of the proposed shop

Address *

no.42,town hall 2nd street,Arakkonam

District *

Ranipet ▾

Taluk *

Arakonam ▾

Village *

Ammanur ▾

Pincode *

631001

Survey Number *

45

Sub Division Number *

34

Own Premises / Rented Premises *

Own Premises ▾

Whether the shop is located in the Ground floor. *

Yes ▾

whether having Patta in his/her name? *

No ▾

No.of fire extinguishers provided *

4

Type of Building *

Zinc Sheet Roofed ▾

Whether separate entry /exit provided ? *

Yes ▾

No.of sand buckets provided *

34

Self Declaration

Has the applicant been convicted under any offence or ordered to execute bond under Chapter VIII of Code of Criminal Procedure, 1973, during the last 10 years. *

No ▾

Particulars of other licenses under Explosives Act, 1884, if any held by the applicant during the last 10 years.

Was any license cancelled or not renewed under Explosives Act, 1884 previously. *

No ▾

Licence Fee Paid

1200 (2 Years) ▾

Word verification



Please enter the characters shown above

Click on
`Next`

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Next Reset

ATTACH ENCLOSURE(S)

Enclosure(s):

| Type of Enclosure * | Enclosure Document * | File/Reference * | |
|------------------------------------|--|------------------------------------|------|
| Applicant Photo * | Applicant Photo <small>Document Format</small> | Choose File 6---CBR_G...EAKERS.jpg | Scan |
| Identity Proof * | PAN <small>Document Format</small> | Choose File 6---CBR_G...EAKERS.jpg | Scan |
| Encumbrance Certificate * | Encumbrance Certificate <small>Document Format</small> | Choose File 6---CBR_G...EAKERS.jpg | Scan |
| Registered Document * | Registered Documents <small>Document Format</small> | Choose File sample.pdf | Scan |
| Copy of Fees Challan * | Challans <small>Document Format</small> | Choose File sample.pdf | Scan |
| Chitta * | Supporting Document <small>Document Format</small> | Choose File sample.pdf | Scan |
| Site Plan of the Proposed premises | Site Plan of the Proposed premises <small>Document Format</small> | Choose File sample.pdf | Scan |

Click on
`Save
Annexure`

Save Annexure ← Back

Application for Opening Permanent Cracker Shop

Type of Applicant : Individual

Applicant Details / விண்ணப்பதாரர் விபரம்

Applicant(s) Name : Yokesh Chinnakannu
 Full Address with Pincode : Ikdjahgfolikujyht600018
 Age : 23
 Gender : Male
 Aadhar No : 801810841774
 Mobile Number : 9092653218
 E-Mail : yokesh4995@gmail.com

Details of the proposed shop

Address : no.42,town hall 2nd street,Arakkonam
 District : Ranipet
 Taluk : Arakonam
 Village : Ammanur
 Pincode : 631001
 Survey Number : 45
 Sub Division Number : 34
 Own Premises / Rented Premises : Own Premises
 Whether the shop is located in the Ground floor : Yes
 whether having Patta in his/her name? : No
 No. of fire extinguishers provided : 4

Type of Building : Zinc Sheet Roofed
 Whether separate entry /exit provided ? : Yes
 No. of sand buckets provided : 34

Self Declaration

Has the applicant been convicted under any offence or ordered to execute bond under Chapter VIII of Code of Criminal Procedure, 1973, during the last 10 years. : No

Was any license cancelled or not renewed under Explosives Act, 1884 No previously. : No

Licence Fee Paid : 1200 (2 Years)

Annexure List

- | | |
|---------------------------------------|--|
| 1) Applicant Photo | Applicant Photo |
| 2) Identity Proof | PAN |
| 3) Encumbrance Certificate | Encumbrance Certificate |
| 4) Registered Document | Registered Documents |
| 5) Copy of Fees Challan | Challans |
| 6) Chitta | Supporting Document |
| 7) Site Plan of the Proposed premises | Site Plan of the Proposed premises |

Additional Details

Application Reference Number(Offline Reference No./Token No.)
 Register Number
 Serial Number
 Application Received On : 26/10/2023
 Apply to the Office : Office of District Collectorate(DISTRICT - Ranipet)

Click on
'Submit'

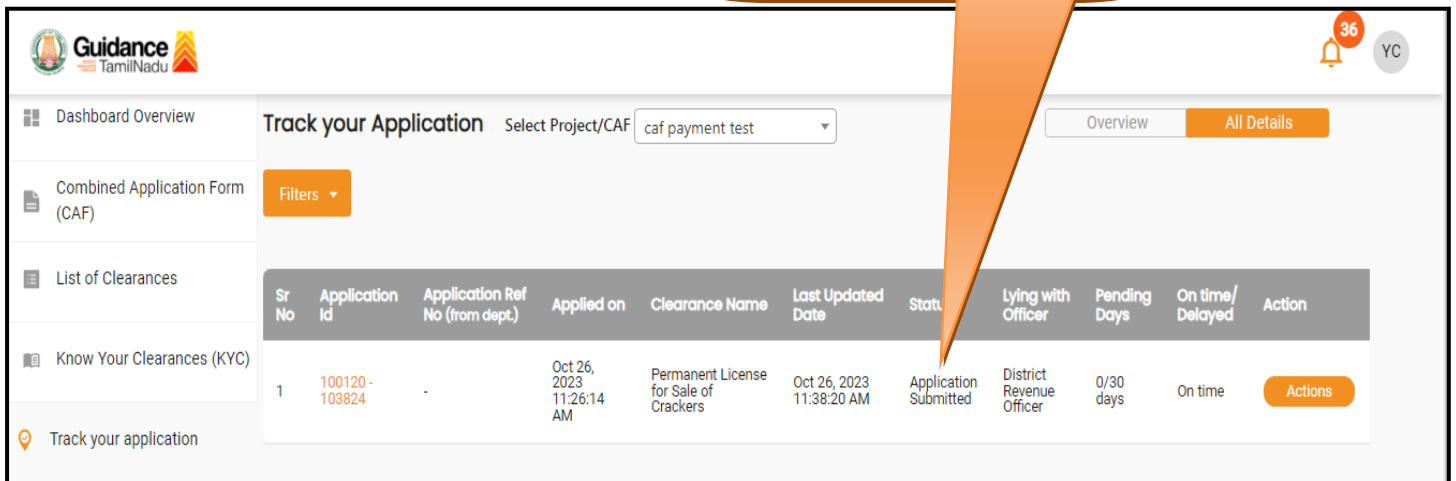
 Submit

Figure 18. Application for Permanent License for Sale of Crackers

Application Submitted

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

Status Changed to
'Application Submitted'



The screenshot shows the 'Track your Application' interface. A dropdown menu is set to 'caf payment test'. The table below displays the application status:

| Sr No | Application Id | Application Ref No (from dept.) | Applied on | Clearance Name | Last Updated Date | Status | Lying with Officer | Pending Days | On time/ Delayed | Action |
|-------|-----------------|---------------------------------|--------------------------|--|--------------------------|-----------------------|--------------------------|--------------|------------------|---------|
| 1 | 100120 - 103824 | - | Oct 26, 2023 11:26:14 AM | Permanent License for Sale of Crackers | Oct 26, 2023 11:38:20 AM | Application Submitted | District Revenue Officer | 0/30 days | On time | Actions |

Figure 19. Status of the Application

8. Track Your Application

1) 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.'

2) Applicant to choose the name of the project created during CAF from the dropdown '**Select Project / CAF**' displayed at the top of the page.

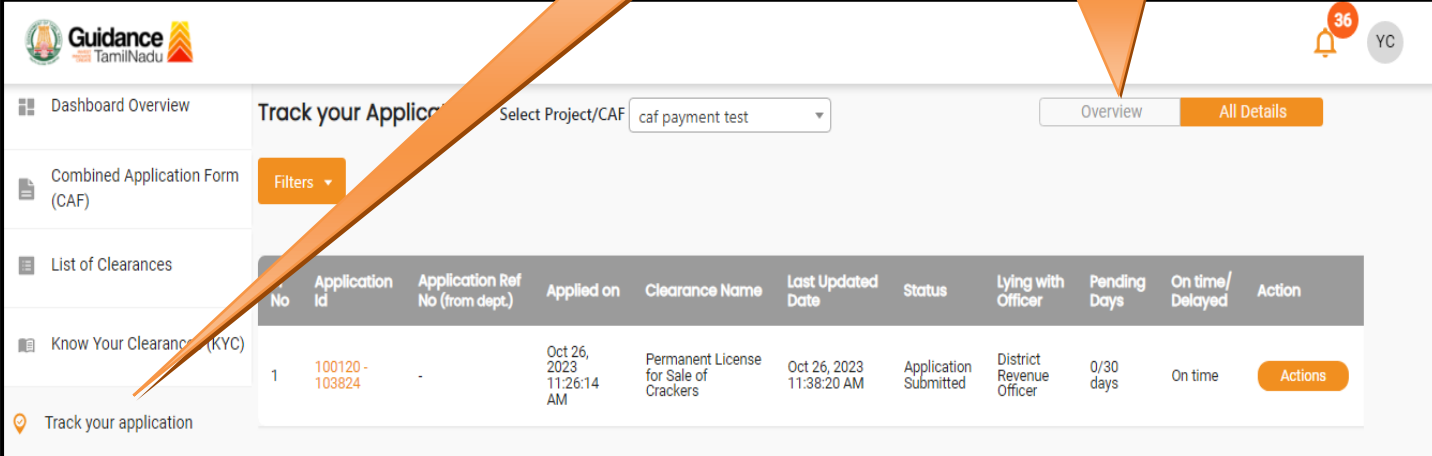
• Track your application– Overview Option

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**

Track Your Application

Overview of applications



| No | Application Id | Application Ref No (from dept.) | Applied on | Clearance Name | Last Updated Date | Status | Lying with Officer | Pending Days | On time/Delayed | Action |
|----|----------------|---------------------------------|--------------------------|--|--------------------------|-----------------------|--------------------------|--------------|-----------------|---------|
| 1 | 100120-103824 | - | Oct 26, 2023 11:26:14 AM | Permanent License for Sale of Crackers | Oct 26, 2023 11:38:20 AM | Application Submitted | District Revenue Officer | 0/30 days | On time | Actions |

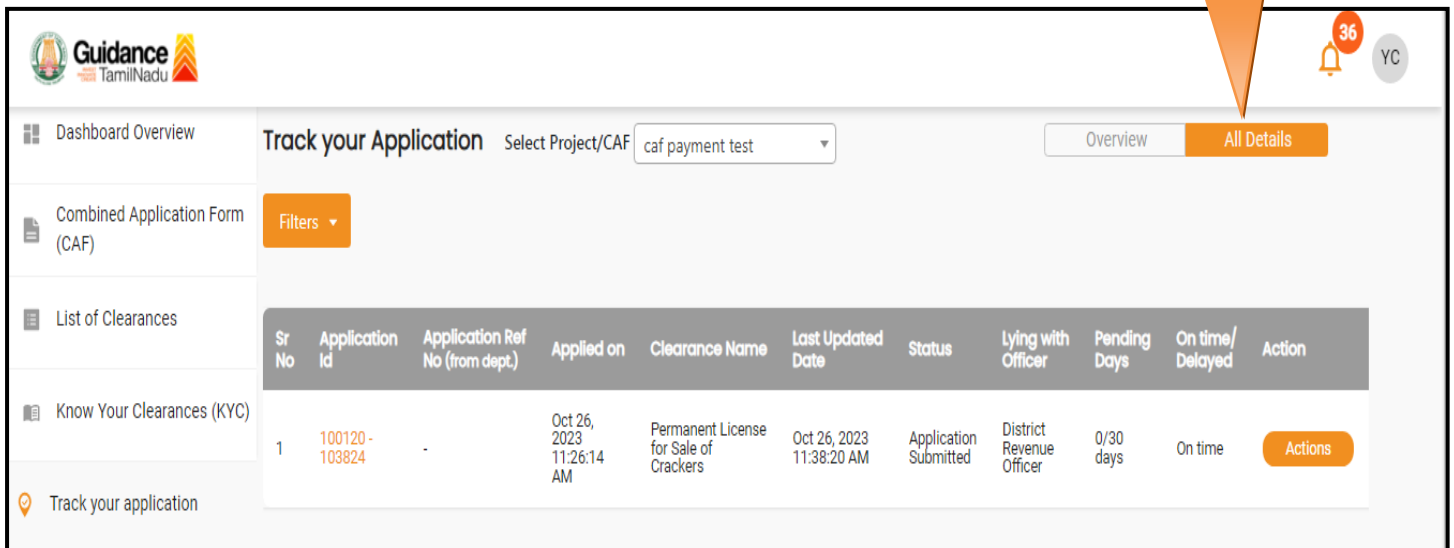
Figure 20. Track Your Application

- **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**

All Details Options

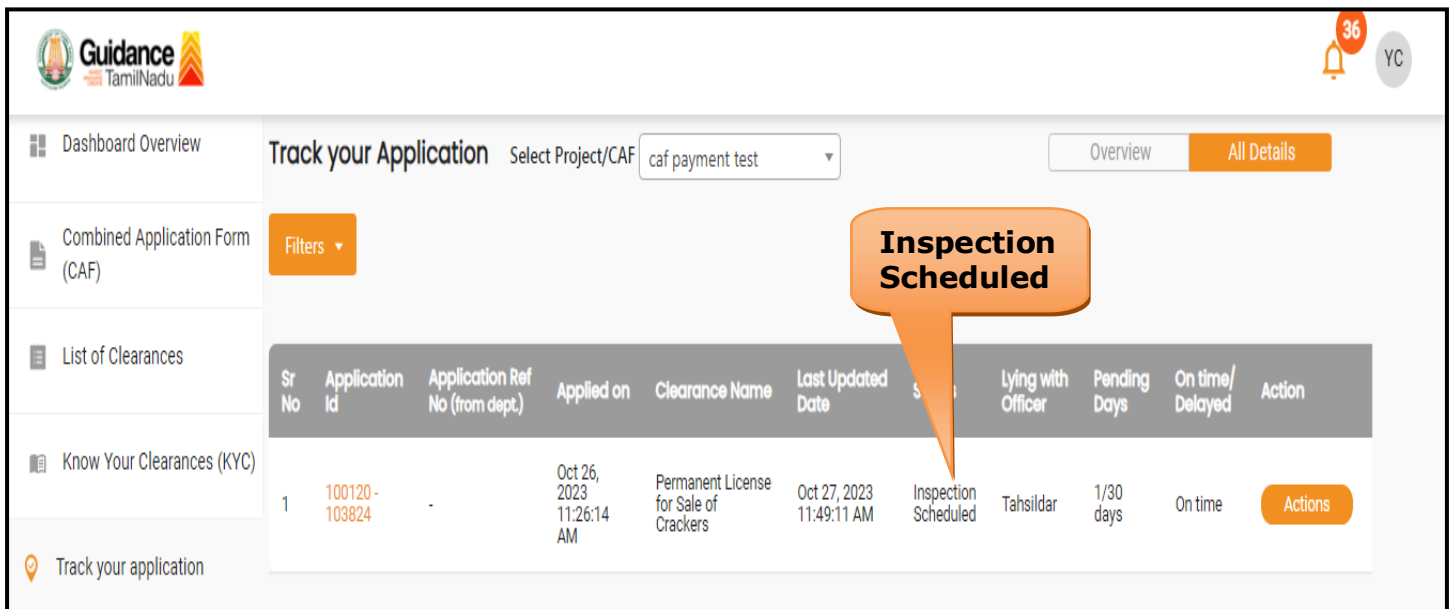


| Sr No | Application Id | Application Ref No (from dept.) | Applied on | Clearance Name | Last Updated Date | Status | Lying with Officer | Pending Days | On time/Delayed | Action |
|-------|----------------|---------------------------------|--------------------------|--|--------------------------|-----------------------|--------------------------|--------------|-----------------|---------|
| 1 | 100120-103824 | - | Oct 26, 2023 11:26:14 AM | Permanent License for Sale of Crackers | Oct 26, 2023 11:38:20 AM | Application Submitted | District Revenue Officer | 0/30 days | On time | Actions |

Figure 21. ‘All Details’ tab

9. Inspection Schedule

- 1) The Tahsildar schedules the date of appointment for inspection to be done for the specified institution.
- 2) After the Inspection gets completed, the Tahsildar submits the Inspection report.
- 3) The Applicant has the provision to view the Scheduled Inspection details



The screenshot shows the 'Track your Application' page in the Guidance TamilNadu system. The page includes a sidebar with navigation options like 'Dashboard Overview', 'Combined Application Form (CAF)', 'List of Clearances', and 'Know Your Clearances (KYC)'. The main content area displays a table of application details. A callout box highlights the 'Inspection Scheduled' status in the table.

| Sr No | Application Id | Application Ref No (from dept.) | Applied on | Clearance Name | Last Updated Date | Status | Lying with Officer | Pending Days | On time/ Delayed | Action |
|-------|-----------------|---------------------------------|--------------------------|--|--------------------------|----------------------|--------------------|--------------|------------------|---------|
| 1 | 100120 - 103824 | - | Oct 26, 2023 11:26:14 AM | Permanent License for Sale of Crackers | Oct 27, 2023 11:49:11 AM | Inspection Scheduled | Tahsildar | 1/30 days | On time | Actions |

Figure 12. Inspection Scheduled

Application Action - 103824

| | |
|---|---|
| Application ID 100120-103824 | Application Name Permanent License for Sale of Crackers |
| Application Ref No. - | Project Name caf payment test |
| Application Submission Date Oct 26,2023 11:26:14 AM | Status Inspection Scheduled |

Actions to be performed

[View Inspection Details](#) [View Inspection Detail](#) [Close](#)

Figure 23. View Inspection Details

Guidance TamilNadu 574 YC

- Dashboard Overview
- Combined Application Form (CAF)
- List of Clearances
- Know Your Clearances (KYC)

View Inspection Date

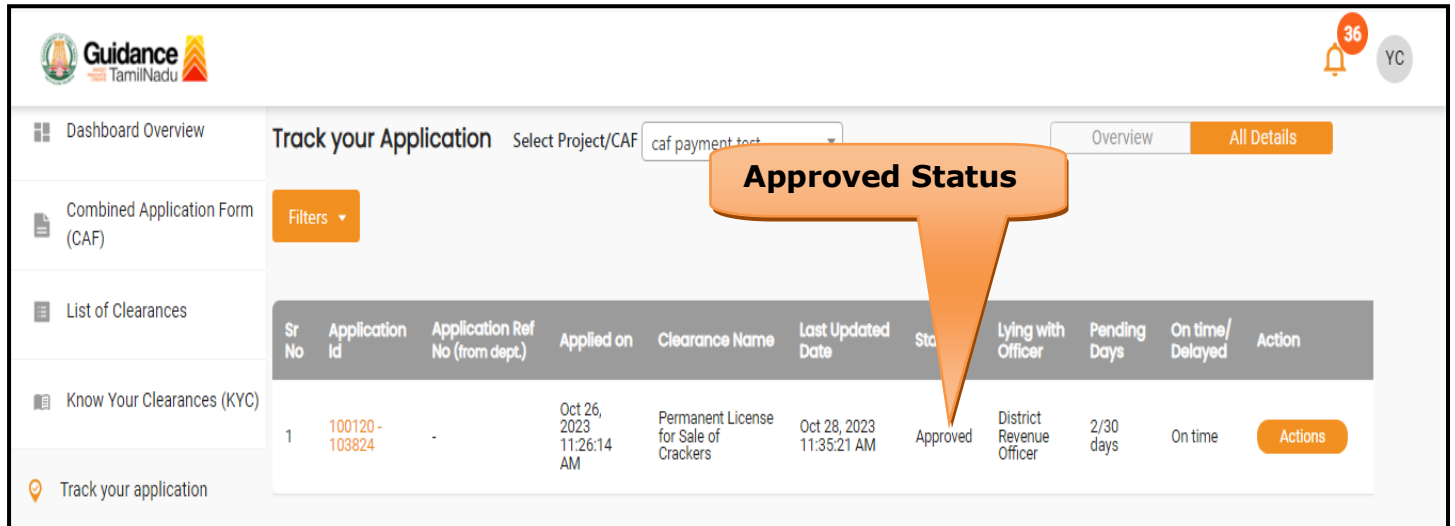
Inspection Details : 103824

Inspection Scheduled Date (DD/MM/YYYY):
27/10/2023

Figure 24. View Inspection Details (Contd.)

10. Application Processing

- 1) The District Revenue Officer scrutinizes and reviews the application and updates the status as **“Approved”** or **“Rejected”**

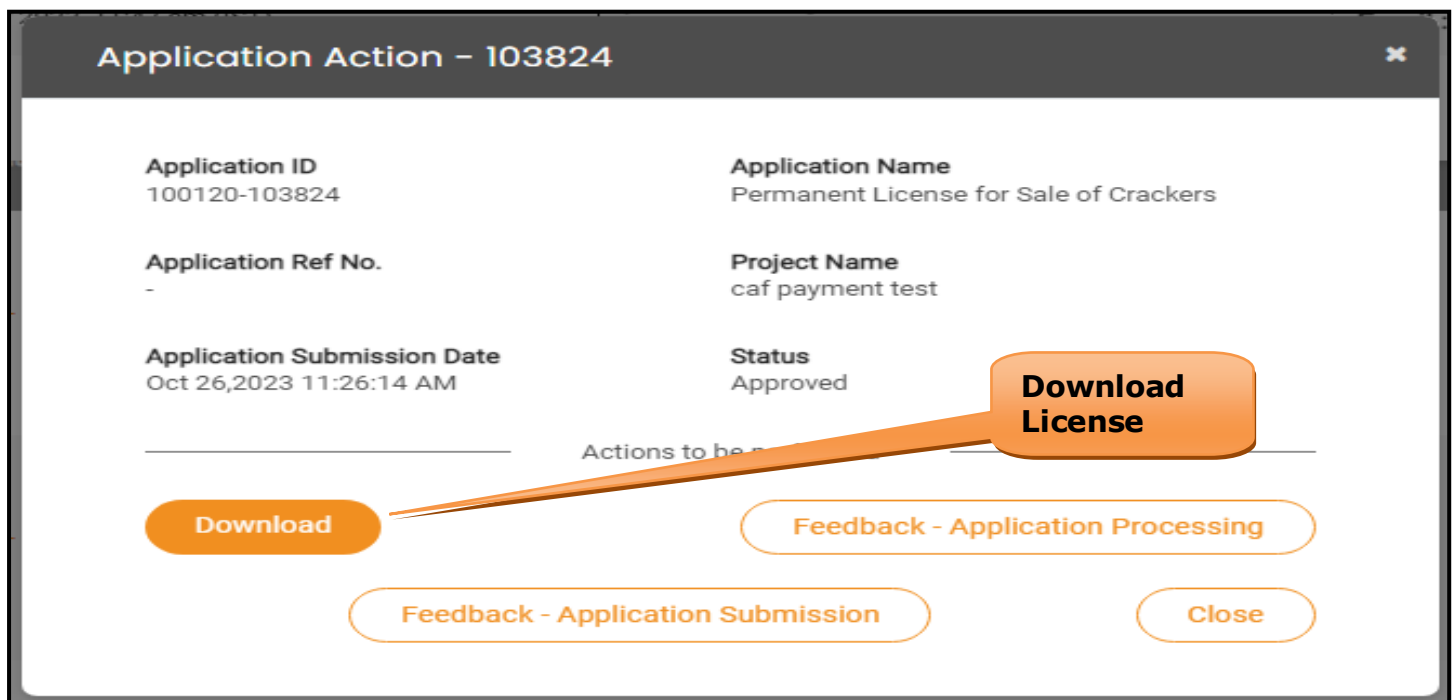


The screenshot shows the 'Track your Application' interface. A table lists application details. An orange callout bubble labeled 'Approved Status' points to the 'Status' column of the first row.

| Sr No | Application Id | Application Ref No (from dept.) | Applied on | Clearance Name | Last Updated Date | Status | Lying with Officer | Pending Days | On time/Delayed | Action |
|-------|----------------|---------------------------------|--------------------------|--|--------------------------|----------|--------------------------|--------------|-----------------|---------|
| 1 | 100120-103824 | - | Oct 26, 2023 11:26:14 AM | Permanent License for Sale of Crackers | Oct 28, 2023 11:35:21 AM | Approved | District Revenue Officer | 2/30 days | On time | Actions |

Figure 25. Application Processed

- 2) If the application is **‘Approved’** by District Revenue Officer, the applicant can download the License under **Track your application – > Action button -> Download** (Refer Figure 31)



The screenshot shows the 'Application Action - 103824' modal window. It displays application details and a 'Download' button. An orange callout bubble labeled 'Download License' points to the 'Download' button.

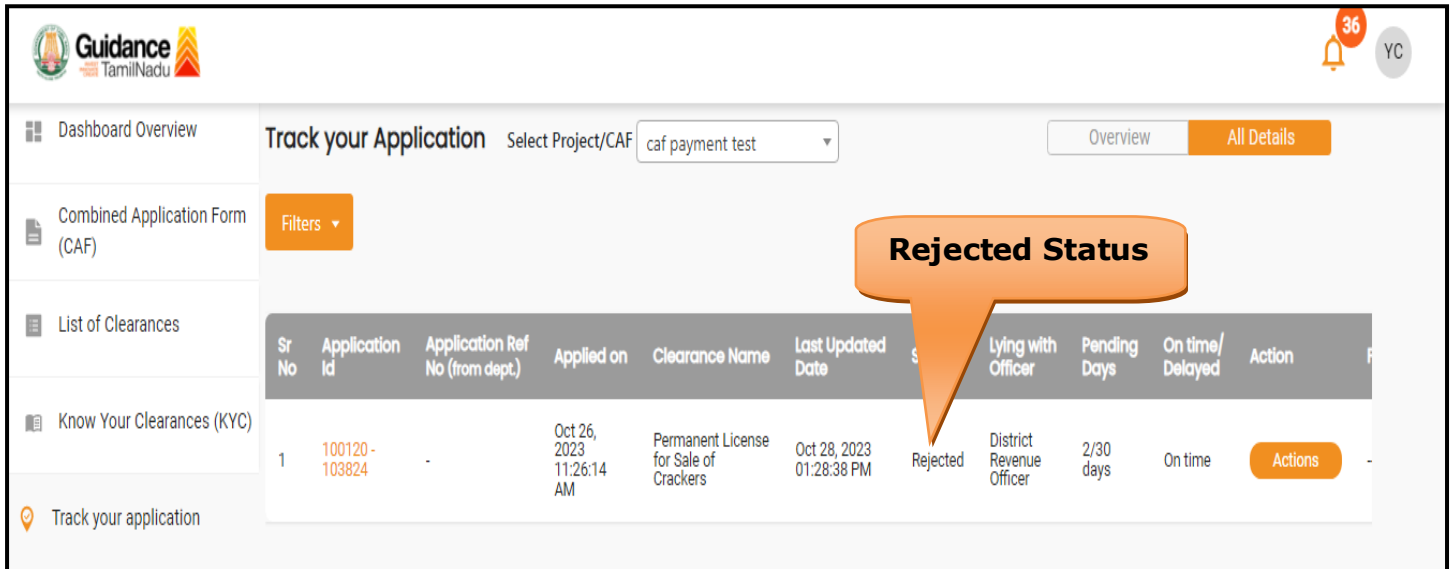
| | |
|---|---|
| Application ID 100120-103824 | Application Name Permanent License for Sale of Crackers |
| Application Ref No. - | Project Name caf payment test |
| Application Submission Date Oct 26,2023 11:26:14 AM | Status Approved |

Actions to be performed:

- Download
- Feedback - Application Processing
- Feedback - Application Submission
- Close

Figure 26. Download

- 3) If the application is '**Rejected**' District Revenue Officer, the applicant can view the rejection remarks under the Actions Tab by the department. Applicant has to create a fresh application if the application has been rejected. (Refer Figure 32)



The screenshot shows the 'Track your Application' interface. The application is in a 'Rejected' status. A callout box labeled 'Rejected Status' points to the 'Rejected' text in the table. The table has the following data:

| Sr No | Application Id | Application Ref No (from dept.) | Applied on | Clearance Name | Last Updated Date | Status | Lying with Officer | Pending Days | On time/Delayed | Action |
|-------|----------------|---------------------------------|--------------------------|--|--------------------------|----------|--------------------------|--------------|-----------------|---------|
| 1 | 100120-103824 | - | Oct 26, 2023 11:26:14 AM | Permanent License for Sale of Crackers | Oct 28, 2023 01:28:38 PM | Rejected | District Revenue Officer | 2/30 days | On time | Actions |

Figure 27. Rejected Status

