



TAMILNADU SINGLE WINDOW PORTAL

APPLICANT MANUAL

Renewal of factory License

Directorate of Industrial Safety and Health



Table of Contents

1. Home Page.....	3
2. Registration	4
3. Mobile Number / Email ID – 2-Step Verification Process.....	6
4. Login	9
5. Dashboard Overview	10
6. Combined Application Form (CAF)	11
7. Apply for Renewal of factory License	14
8. Payment Process	20
9. Track Your Application	21
10. Application Processing.....	Error! Bookmark not defined.

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) **Applicants 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

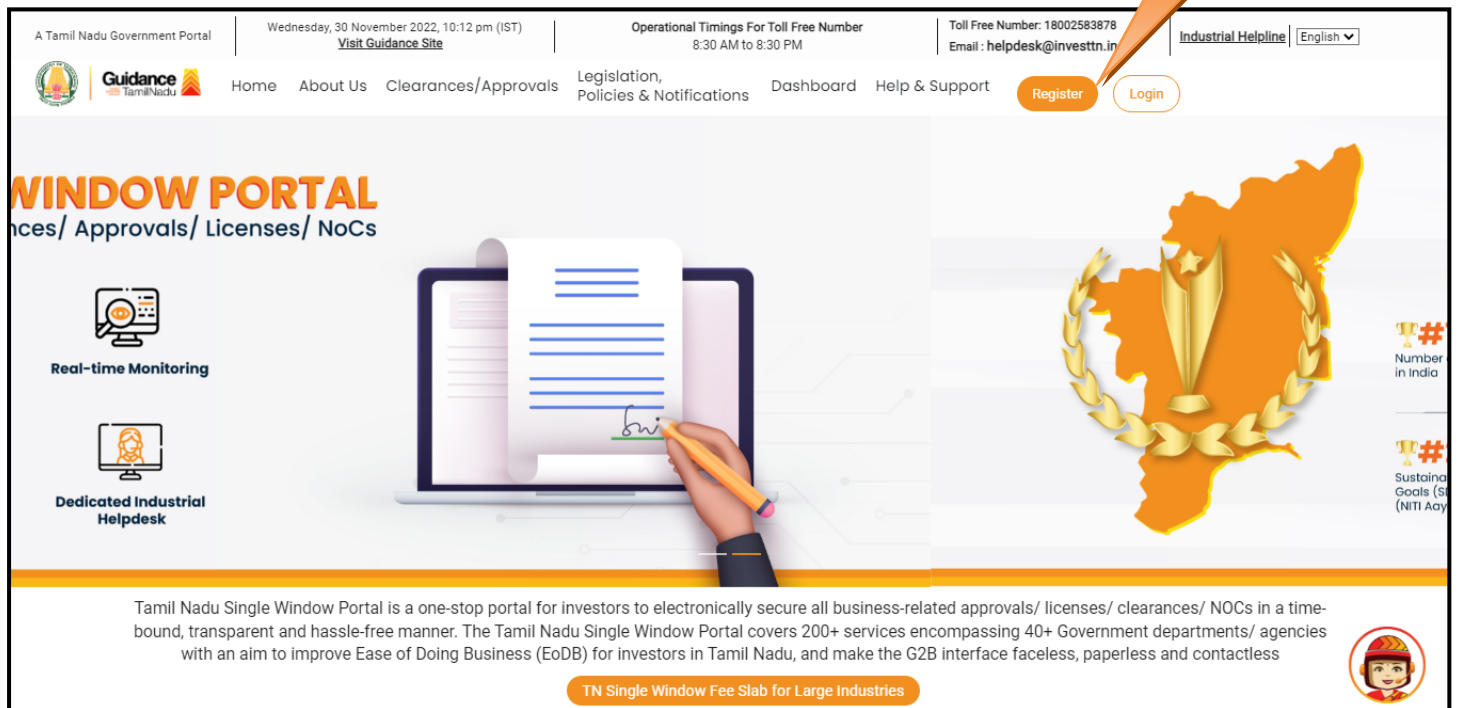
Figure 1. Single Window Portal Home Page

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**



A Tamil Nadu Government Portal | Wednesday, 30 November 2022, 10:12 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

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

TAMIL NADU SINGLE WINDOW PORTAL
Services/ Approvals/ Licenses/ NoCs

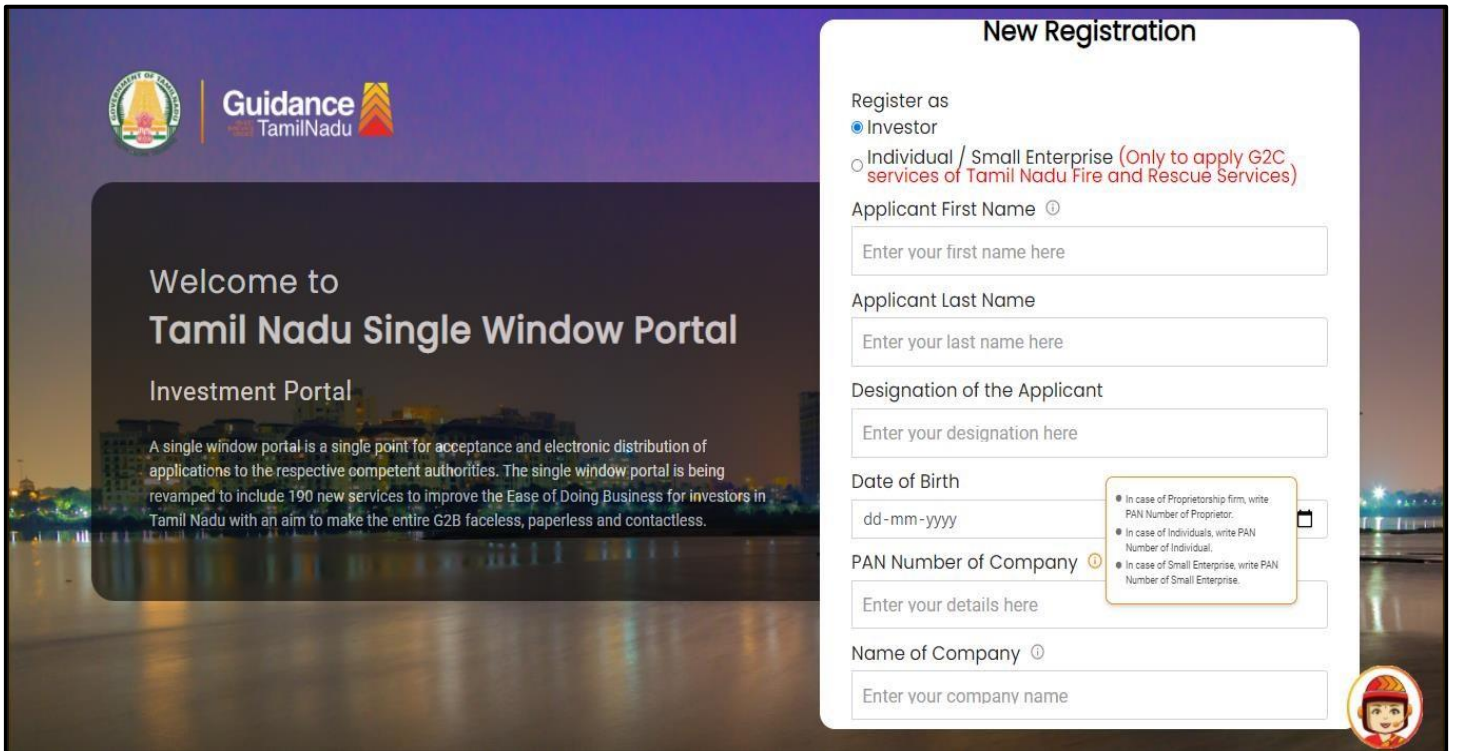
Real-time Monitoring
Dedicated Industrial Helpdesk


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 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.





Guidance
TamilNadu

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

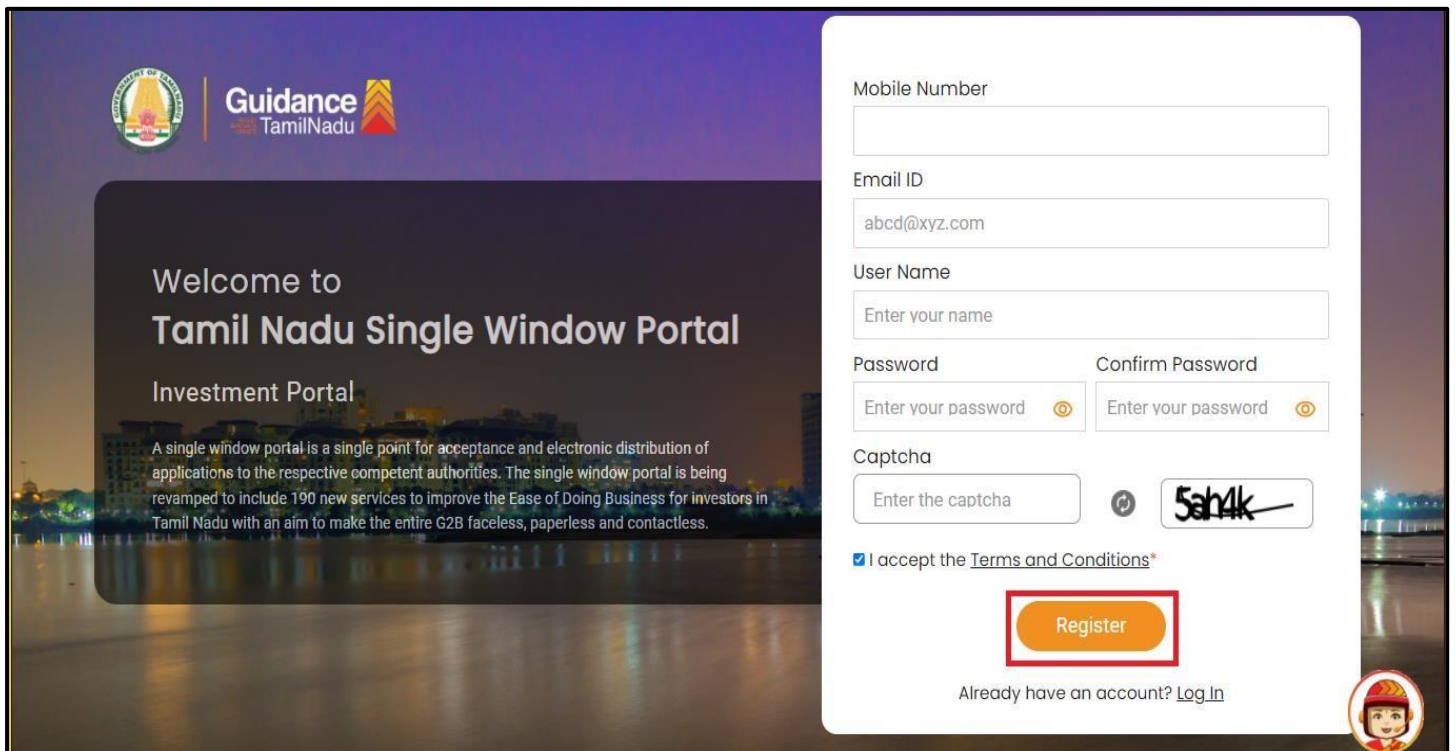
Date of Birth


PAN Number of Company

Name of Company

- 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.

Figure 3. Registration Form





Guidance
TamilNadu

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.

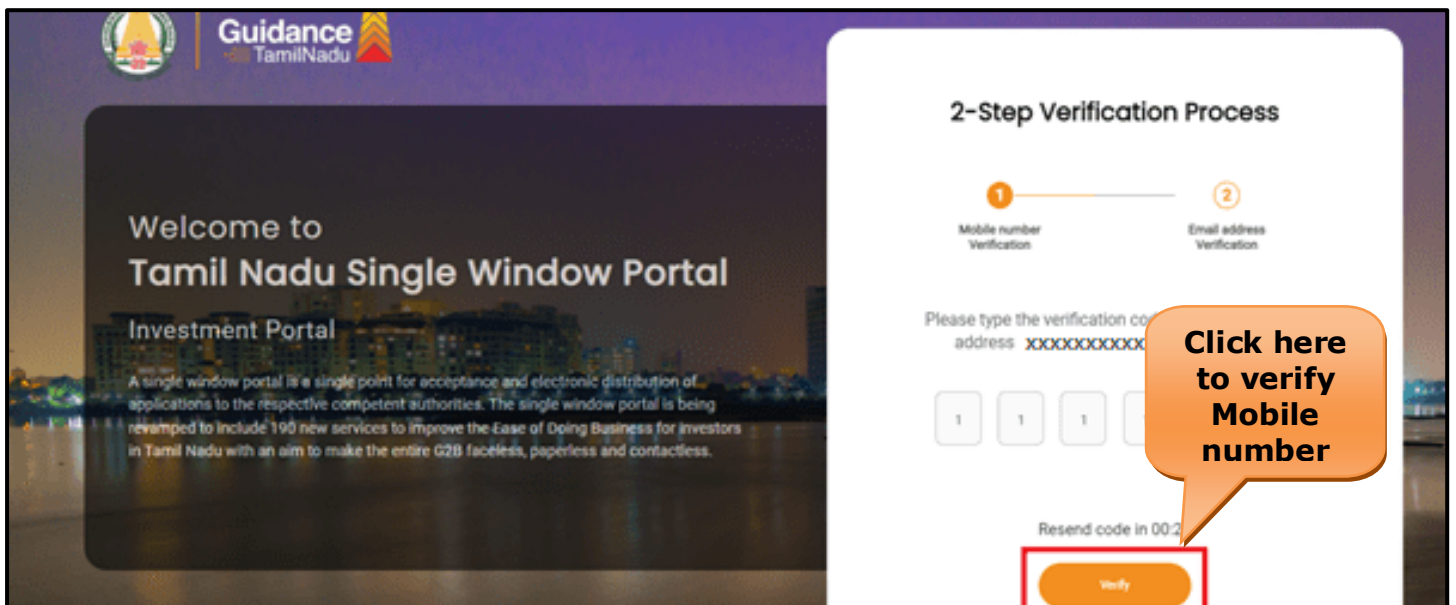


Figure 5. Mobile Number Verification

- o **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.

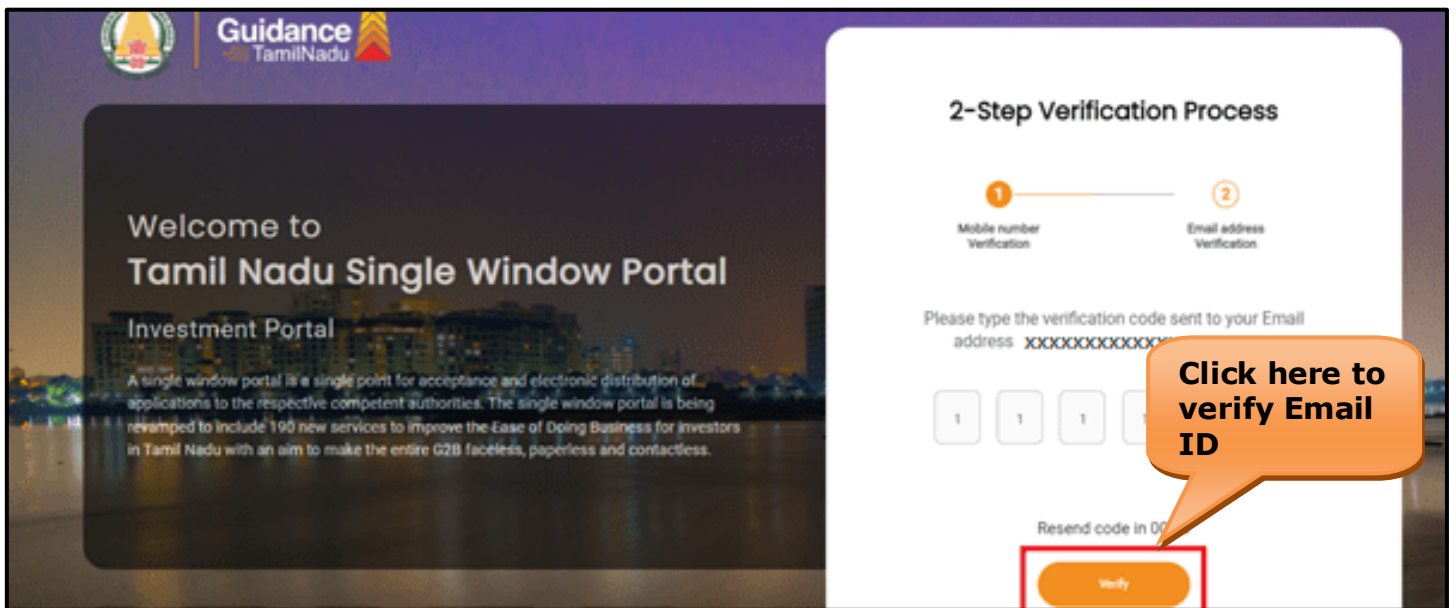


Figure 6. Email ID Verification

- 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.

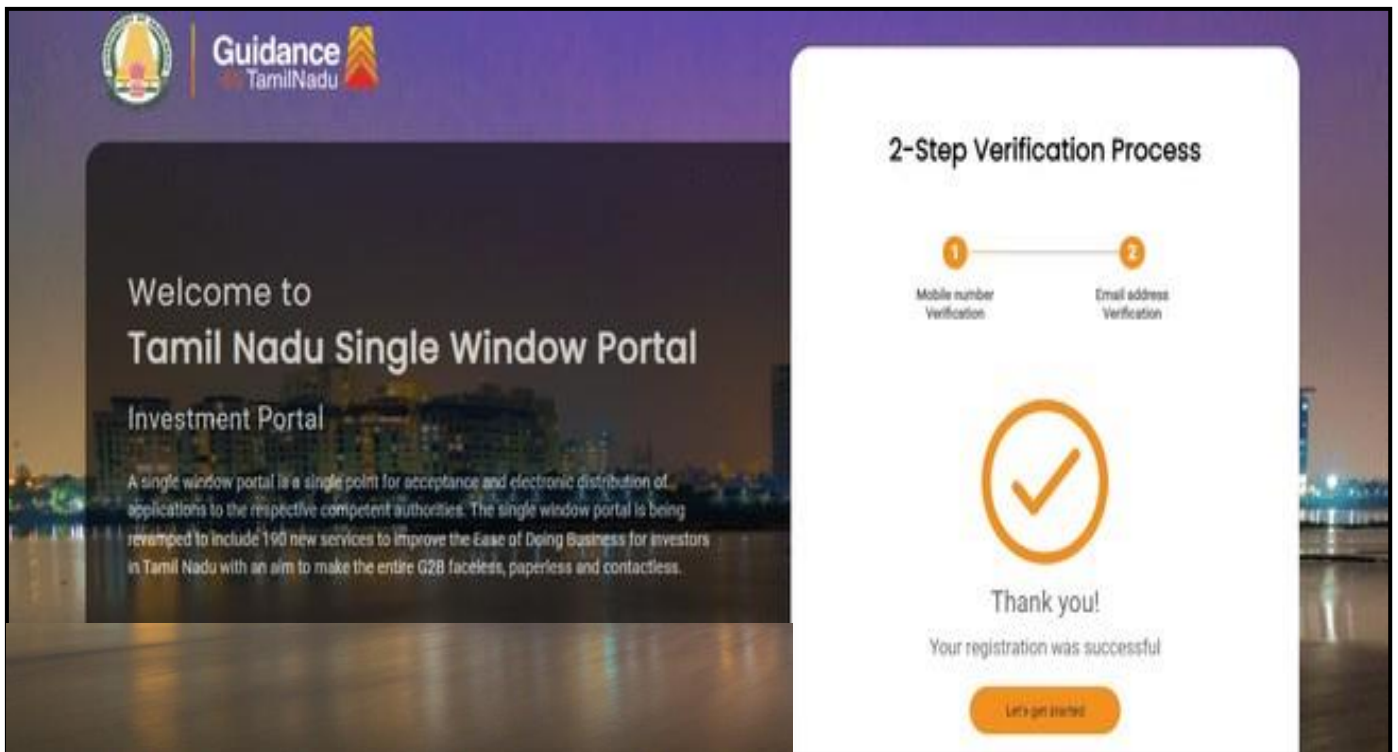


Figure 7. Registration Confirmation Pop-Up

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

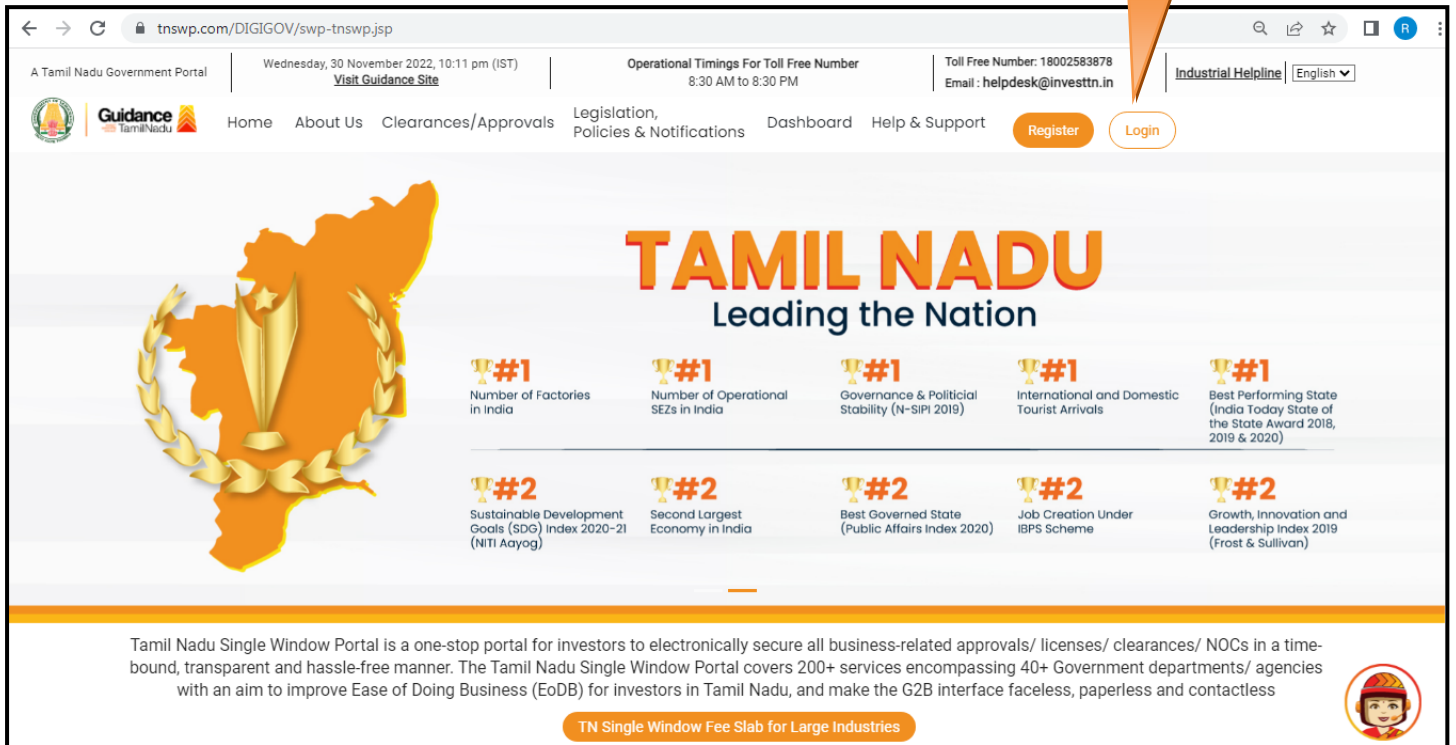
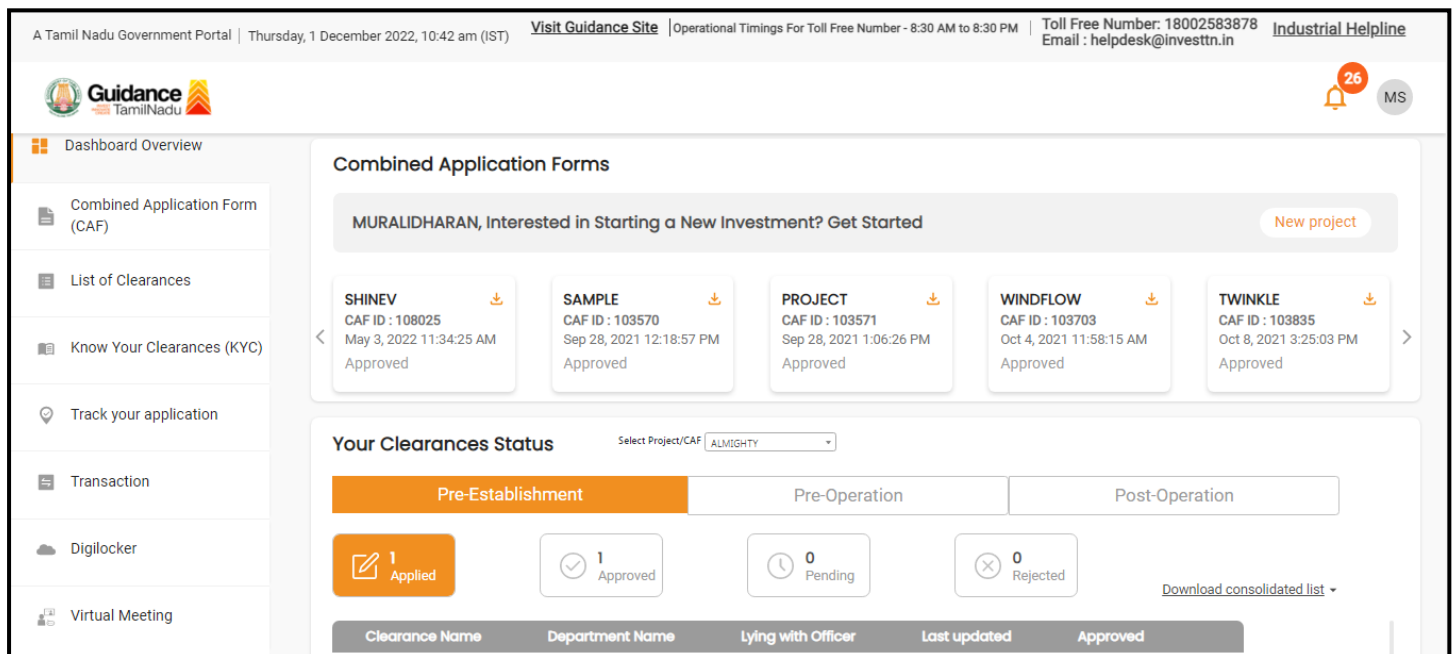


Figure 8. Login

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 displays the dashboard overview for the Guidance TamilNadu portal. The header includes the Tamil Nadu Government Portal information, date (Thursday, 1 December 2022, 10:42 am IST), and contact details for the Industrial Helpline. The main content area 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 it, five application cards are shown, each with a download icon and status:

Project Name	CAF ID	Timestamp	Status
SHINEV	108025	May 3, 2022 11:34:25 AM	Approved
SAMPLE	103570	Sep 28, 2021 12:18:57 PM	Approved
PROJECT	103571	Sep 28, 2021 1:06:26 PM	Approved
WINDFLOW	103703	Oct 4, 2021 11:58:15 AM	Approved
TWINKLE	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:

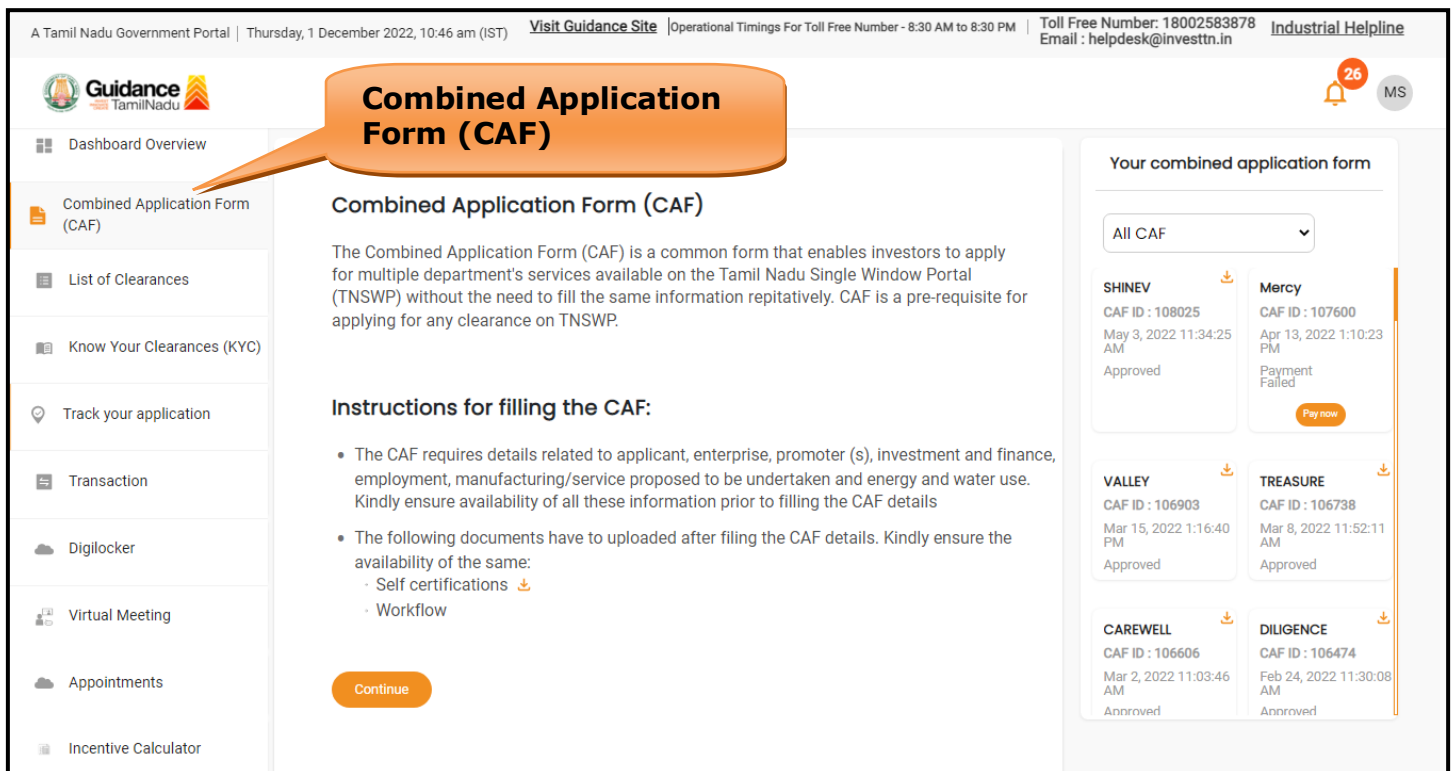
Status	Count
Applied	1
Approved	1
Pending	0
Rejected	0

 A "Download consolidated list" link is also present.
- Table Header:** 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.



A Tamil Nadu Government Portal | Thursday, 1 December 2022, 10:46 am (IST) | [Visit Guidance Site](#) | Operational Timings For Toll Free Number - 8:30 AM to 8:30 PM | Toll Free Number: 18002583878 | [Industrial Helpline](#)
 Email : helpdesk@investtn.in

Combined Application Form (CAF)

Combined Application Form (CAF)

The Combined Application Form (CAF) is a common form that enables investors to apply for multiple department's services available on the Tamil Nadu Single Window Portal (TNSWP) without the need to fill the same information repetitively. CAF is a pre-requisite for applying for any clearance on TNSWP.

Instructions for filling the CAF:

- The CAF requires details related to applicant, enterprise, promoter (s), investment and finance, employment, manufacturing/service proposed to be undertaken and energy and water use. Kindly ensure availability of all these information prior to filling the CAF details
- The following documents have to uploaded after filing the CAF details. Kindly ensure the availability of the same:
 - Self certifications
 - Workflow

[Continue](#)

Your combined application form

All CAF

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

Figure 10. Combined Application Form (CAF)

6.1 Sections of Combined Application Form

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

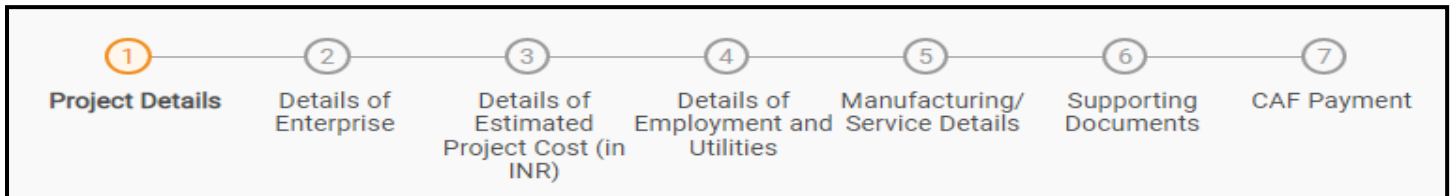


Figure 11. Section of Combined Application Form (CAF)

2) After filling the CAF details, the applicant has to 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).

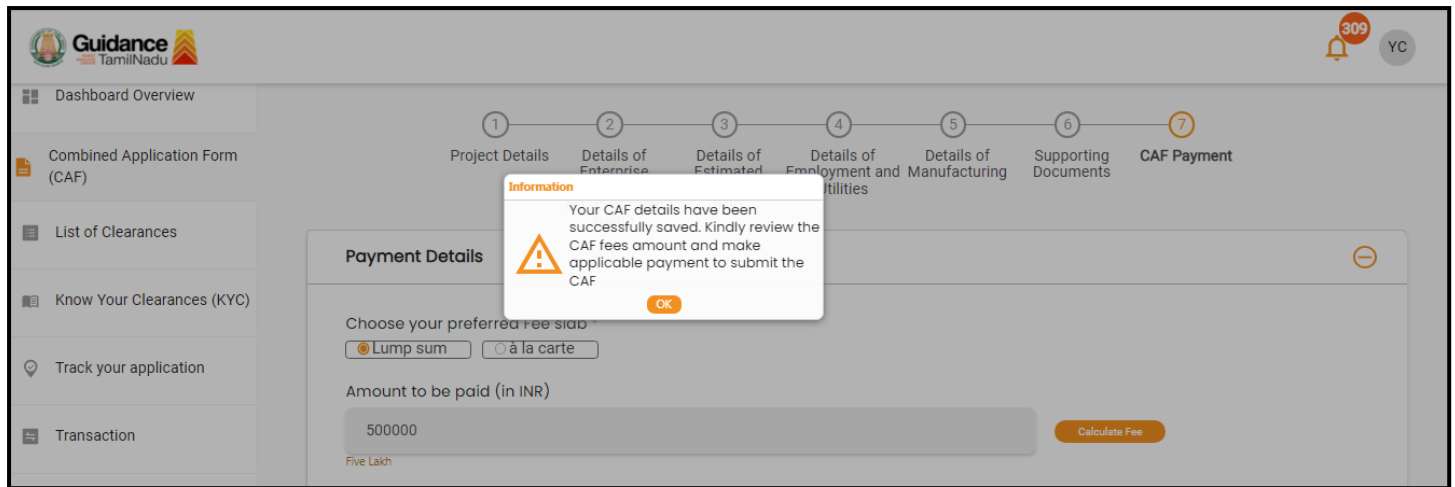


Figure 12. Combined Application Form (CAF) - Confirmation Message

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 Renewal of factory License

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 ‘Post-Operation Stage Clearance’ and find the clearance ‘Renewal of factory License’ by using Search option as shown in the figure given below.

Search for Clearance

Post-Operation Stage Clearance

Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	User Manual	
76	Renewal of factory License	Directorate of Industrial Safety and Health	Auto Renewal	View	-	Apply

Figure 14. Search for Clearance

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

Dashboard Overview

Combined Application Form (CAF)

List of Clearances

Know Your Clearances (KYC)

Track your application

Pre-Establishment Stage Clearance

Pre-Operational Stage Clearance

Post-Operational Stage Clearance

Renewal of factory License

Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	User Manual
76	Renewal of factory License	Directorate of Industrial Safety and Health	Auto Renewal	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.

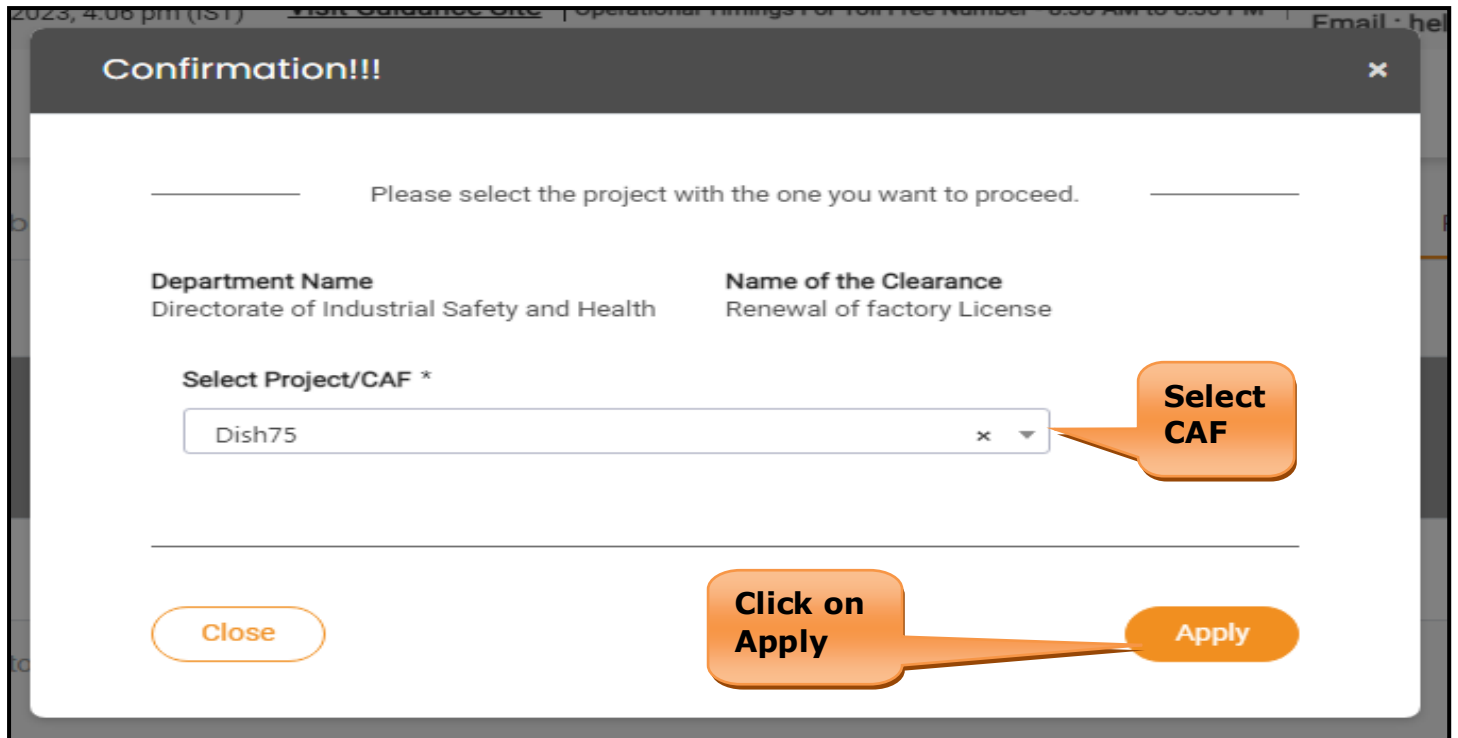
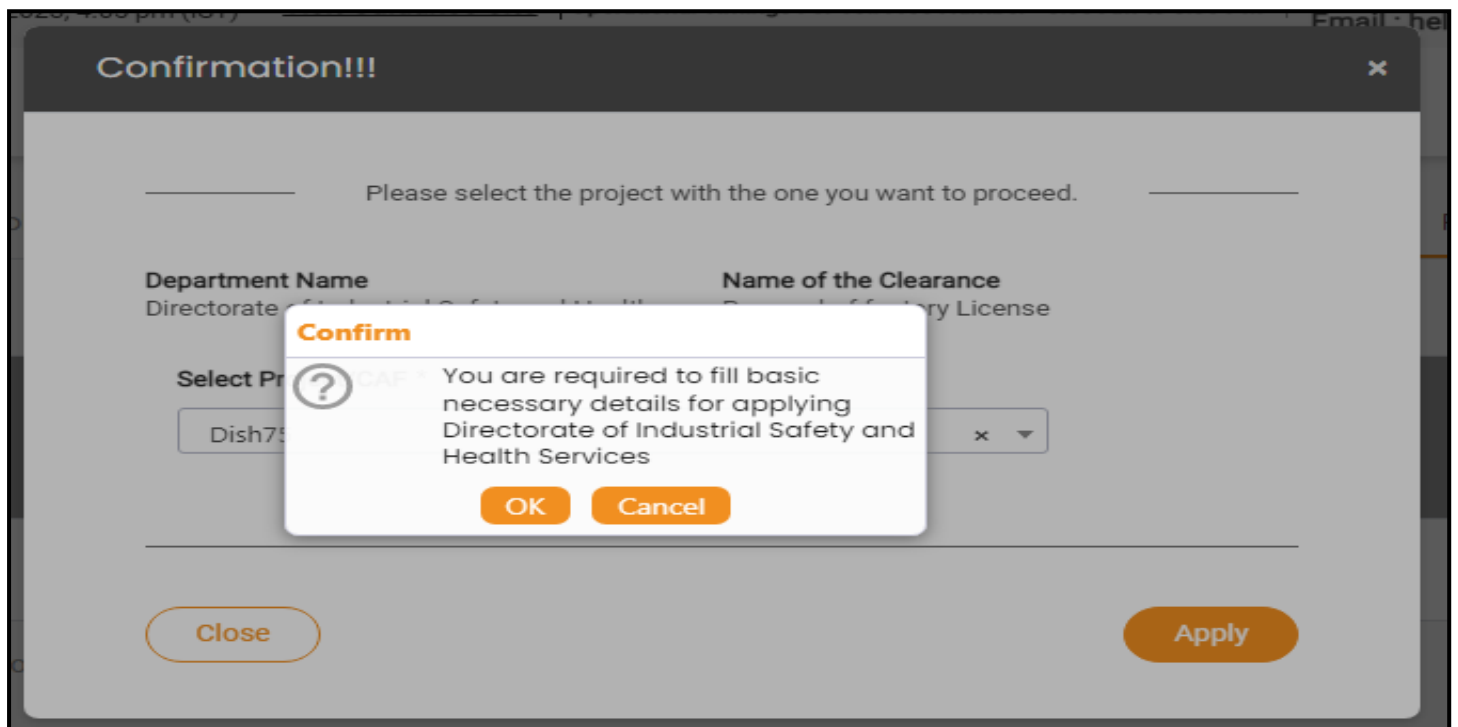


Figure 16. Project/CAF



- 2) Click on the Apply button and the Page will get redirected to Renewal of Factory License Portal.

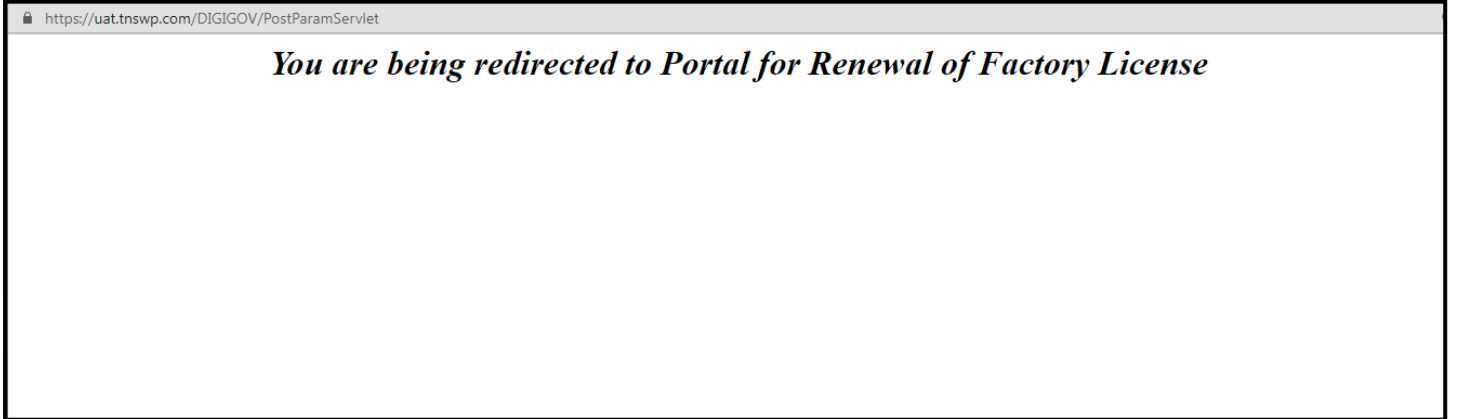
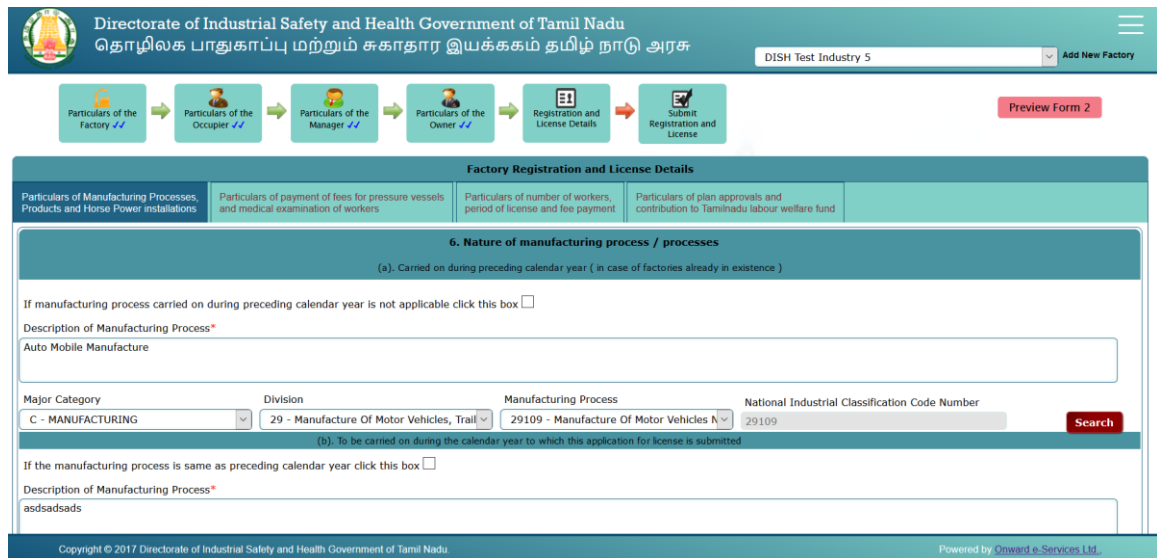


Figure 17. Redirecting to Renewal of Factory License Portal

- 3) Enter all the mandatory details in the application for Factory Registration and License.


 A screenshot of the Directorate of Industrial Safety and Health Government of Tamil Nadu portal. The header includes the organization's name in English and Tamil, a search bar with "DISH Test Industry 5" entered, and a "Add New Factory" button. Below the header is a navigation menu with icons for "Particulars of the Factory", "Particulars of the Occupier", "Particulars of the Manager", "Particulars of the Owner", "Registration and License Details", and "Submit Registration and License". A "Preview Form 2" button is also visible. The main content area is titled "Factory Registration and License Details" and contains several sections:

- Particulars of Manufacturing Processes, Products and Horse Power installations
- Particulars of payment of fees for pressure vessels and medical examination of workers
- Particulars of number of workers, period of license and fee payment
- Particulars of plan approvals and contribution to Tamilnadu labour welfare fund

 Section 6, "Nature of manufacturing process / processes", is expanded. It contains two sub-sections:

- (a). Carried on during preceding calendar year (in case of factories already in existence)
 - If manufacturing process carried on during preceding calendar year is not applicable click this box
 - Description of Manufacturing Process*
 - Auto Mobile Manufacture
 - Major Category: C - MANUFACTURING
 - Division: 29 - Manufacture Of Motor Vehicles, Trail
 - Manufacturing Process: 29109 - Manufacture Of Motor Vehicles N
 - National Industrial Classification Code Number: 29109
 - Search button
- (b). To be carried on during the calendar year to which this application for license is submitted
 - If the manufacturing process is same as preceding calendar year click this box
 - Description of Manufacturing Process*
 - asdsadsads

 The footer contains "Copyright © 2017 Directorate of Industrial Safety and Health Government of Tamil Nadu" and "Powered by Onward e-Services Ltd."

Directorate of Industrial Safety and Health Government of Tamil Nadu
 தொழிலக பாதுகாப்பு மற்றும் சுகாதார இயக்ககம் தமிழ் நாடு அரசு

DISH Test Industry 5 Add New Factory

Description of Manufacturing Process*
 asdsadsads

Major Category* Division* Manufacturing Process* National Industrial Classification Code Number Search

7. Particulars of products manufactured during preceding calendar year

Product Name *	Value in INR*
<input type="text"/>	<input type="text"/>

Add

8. Particulars of the Power in H.P.

(a) Particulars of Power Actually installed

Quantity in H.P.*	Stand by H.P.*
<input type="text"/>	<input type="text"/>

(b) Power Proposed To Be Additionally Installed

Quantity in H.P.*	Stand by H.P.*	Remarks
<input type="text"/>	<input type="text"/>	<input type="text"/>

(c) Maximum quantity in H.P. that can be used

Total Quantity in H.P.*	Total Stand by H.P.*	Maximum quantity in H.P. can be used in any one time during calendar year *
<input type="text"/>	<input type="text"/>	<input type="text"/>

Copyright © 2017 Directorate of Industrial Safety and Health Government of Tamil Nadu. Powered by Onward e-Services Ltd.

Directorate of Industrial Safety and Health Government of Tamil Nadu
 தொழிலக பாதுகாப்பு மற்றும் சுகாதார இயக்ககம் தமிழ் நாடு அரசு

DISH Test Industry 5 Add New Factory

9. Particulars of pressure vessel testing and medical examination of workers

(a) Pressure vessels testing fee payment details [Prescribed under Rule 56-B of Tamilnadu Factories Rules, 1950]

Number of Pressure Vessels	Testing fee paid in Rupees (INR)
<input type="text"/>	<input type="text"/>

Mode of payment Payment reference number Date of payment

(b) Medical examination fee payment details for workers engaged in Dangerous Operations [Prescribed under Rule 95 of Tamilnadu Factories Rules, 1950]

Number of workers employed in dangerous operations*	Medical examination fee paid in Rupees (INR)
<input type="text" value="0"/>	<input type="text"/>

Name of the bank Payment reference number Date of payment

(c) Medical examination fee payment details for workers employed in canteen [Prescribed under Rule 67-A of Tamilnadu Factories Rules, 1950]

Number of workers employed in canteen	Medical examination fee paid in Rupees (INR)
<input type="text" value="0"/>	<input type="text"/>

Name of the bank Payment reference number Date of payment

(d) Medical examination fee payment details for adolescent workers engaged in Dangerous Operations [Prescribed under Rule 86 A of Tamilnadu Factories Rules, 1950]

Number of adolescent workers employed	Medical examination fee paid in Rupees (INR)
<input type="text" value="0"/>	<input type="text"/>

Name of the bank Payment reference number Date of payment

Copyright © 2017 Directorate of Industrial Safety and Health Government of Tamil Nadu. Powered by Onward e-Services Ltd.

Directorate of Industrial Safety and Health Government of Tamil Nadu
 தொழிலக பாதுகாப்பு மற்றும் சுகாதார இயக்ககம் தமிழ் நாடு அரசு

DISH Test Industry 5 Add New Factory

Registration Of Factory And Licensing

Particulars of the Factory ✓ → Particulars of the Occupier ✓ → Particulars of the Manager ✓ → Particulars of the Owner ✓ → Registration and License Details → Submit Registration and License Preview Form 2

Factory Registration and License Details

Particulars of Manufacturing Processes, Products and Horse Power installations	Particulars of payment of fees for pressure vessels and medical examination of workers	Particulars of number of workers, period of license and fee payment	Particulars of plan approvals and contribution to Tamilnadu labour welfare fund
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

10. Particulars of the number of workers

(a) Maximum number of workers proposed to be employed on any one day during the calendar year for which this application is made

Maximum number of workers proposed to be employed*

(b) Maximum number of workers actually employed on any one day during the preceding calendar year


Maximum number of workers actually employed during the preceding calendar year

(c) Number of workers ordinarily to be employed

Number of workers ordinarily employed during the year*

11. Period for which grant / renewal of license application is submitted

Copyright © 2017 Directorate of Industrial Safety and Health Government of Tamil Nadu. Powered by Onward e-Services Ltd.


Directorate of Industrial Safety and Health Government of Tamil Nadu
 தொழிலக பாதுகாப்பு மற்றும் சுகாதார இயக்ககம் தமிழ் நாடு அரசு

DISH Test Industry 5 Add New Factory

Maximum number of workers proposed to be employed*

(b) Maximum number of workers actually employed on any one day during the preceding calendar year

Maximum number of workers actually employed during the preceding calendar year

(c) Number of workers ordinarily to be employed

Number of workers ordinarily employed during the year*

11. Period for which grant / renewal of license application is submitted

2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035

No. of years License applied for :

13. Particulars of the license fee payment

Initial / renewal license fee paid in Rupees (INR)

Mode of payment Online Payment


Name of the bank

Payment reference number

Date of payment

Process Payment

Copyright © 2017 Directorate of Industrial Safety and Health Government of Tamil Nadu. Powered by Onward e-Services Ltd.


Directorate of Industrial Safety and Health Government of Tamil Nadu
 தொழிலக பாதுகாப்பு மற்றும் சுகாதார இயக்ககம் தமிழ் நாடு அரசு

DISH Test Industry 5 Add New Factory

Particulars of the Factory ✓
Particulars of the Occupier ✓
Particulars of the Manager ✓
Particulars of the Owner ✓
Registration and License Details
Submit Registration and License
REVIEW/EDIT

Factory Registration and License Details

Particulars of Manufacturing Processes, Products and Horse Power installations |
 Particulars of payment of fees for pressure vessels and medical examination of workers |
 Particulars of number of workers, period of license and fee payment |
 Particulars of plan approvals and contribution to Tamilnadu labour welfare fund

12. Particulars of the plan approval

Show 10 entries Search:

S.No	Approval number	Date of Approval	Approved By
1	D/2001/2019	07/08/2019	Joint Director of Industrial Safety and Health, Kancheepuram

Showing 1 to 1 of 1 entries Previous 1 Next

14. Particulars of the contribution to Tamilnadu labour welfare fund

Amount Remitted

Date

Reference number

Update Factory Registration and License Details

Click on Update Factory registration

Copyright © 2017 Directorate of Industrial Safety and Health Government of Tamil Nadu. Powered by Onward e-Services Ltd.

Figure 18. DISH Portal

8. Payment Process

- Complete the Dish application payment online.

The screenshot shows the 'Track your Application' page. A table lists application details:

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	Feedba
1	113735 - 121274	-	Aug 1, 2023 10:33:21 AM	Renewal of factory License	Aug 1, 2023 10:35:52 AM	Make Payment	-	0/0 days	On time	Actions	Feedbac Applica Submis

Figure 19. Payment Process

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**

The screenshot shows the 'Track your Application' page with the status updated. An orange callout bubble points to the 'Status' column in the table, which now reads 'Application Submitted'.

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	Feedba
1	113735 - 121274	-	Aug 1, 2023 10:33:21 AM	Renewal of factory License	Aug 1, 2023 10:50:54 AM	Application Submitted	-	0/0 days	On time	Actions	Feedba Applica Submis

Figure 20. Status of the Application

9. Track Your Application

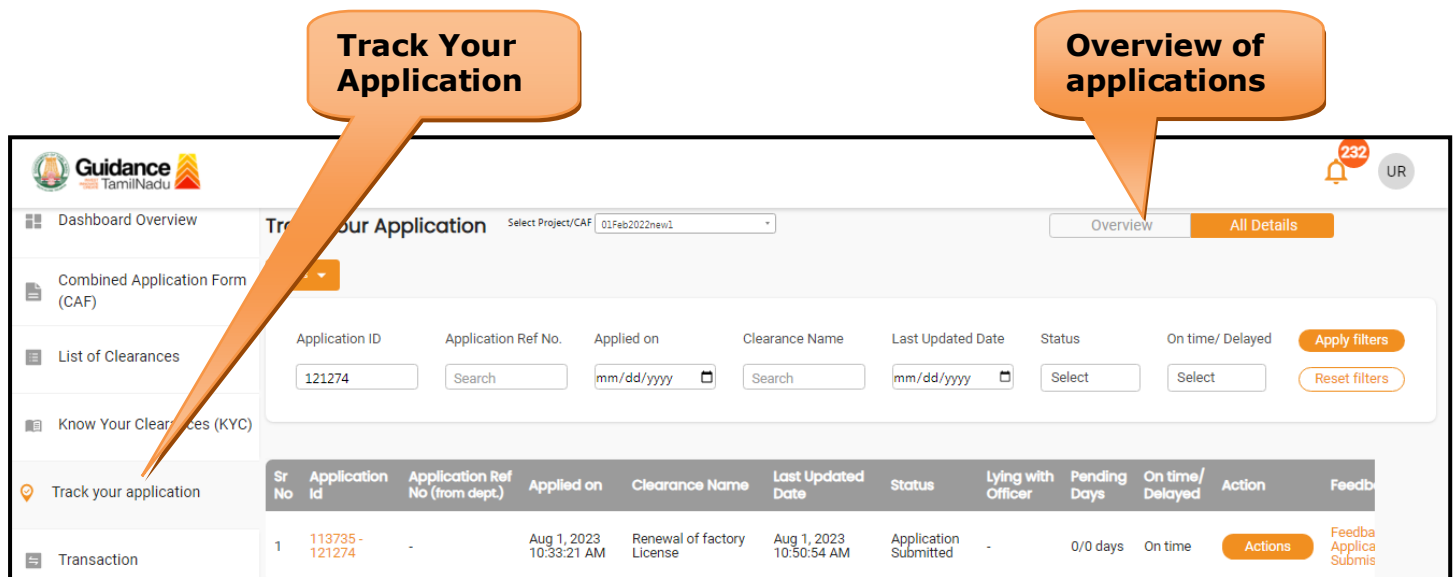
1) After submitting the application, a unique 'token ID' would be generated. Using the '**Token ID**' the Applicant can track the status of clearances by clicking on 'Track your application' option.'

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**



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	Feedb
1	113735 - 121274	-	Aug 1, 2023 10:33:21 AM	Renewal of factory License	Aug 1, 2023 10:50:54 AM	Application Submitted	-	0/0 days	On time	Actions	Feedba Applica Submis

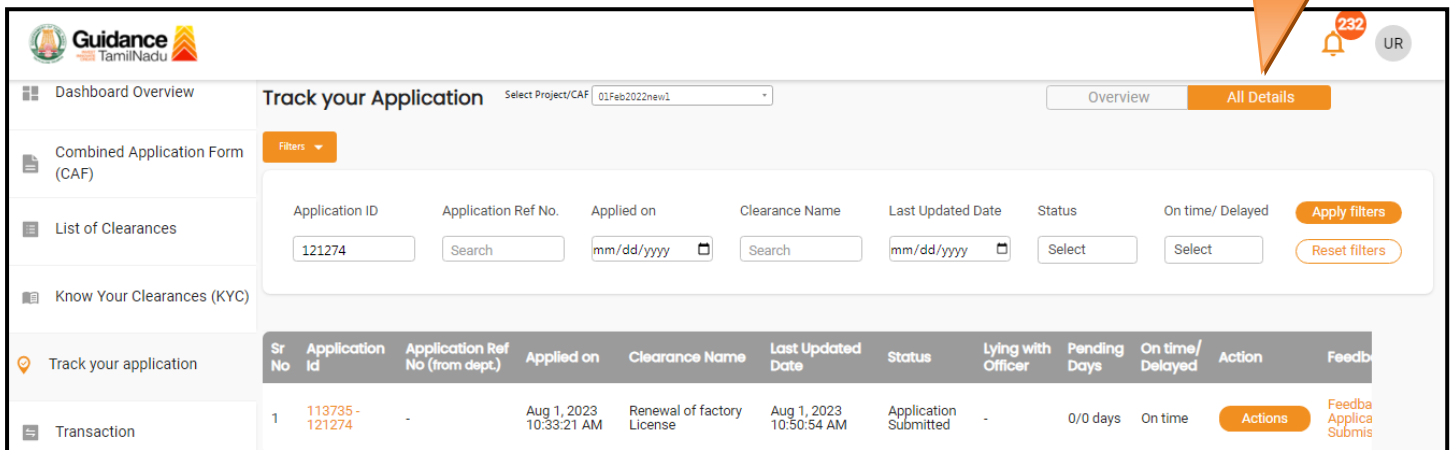
Figure 21. Track Your Application

- **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



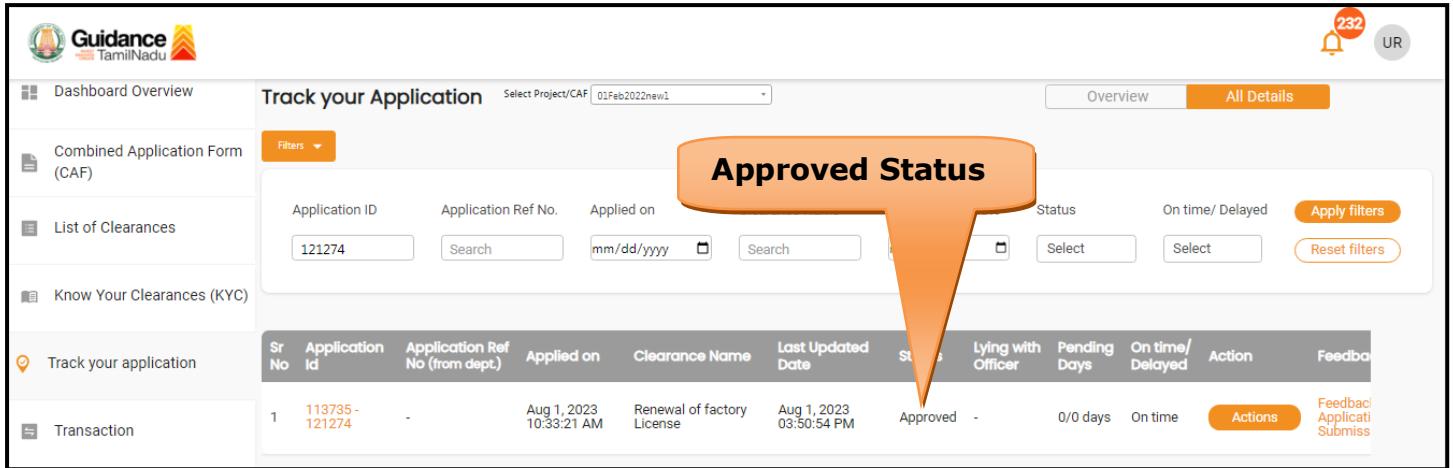
The screenshot shows the 'Track your Application' page with the 'All Details' tab selected. The table below displays the application details:

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	Feedb
1	113735 - 121274	-	Aug 1, 2023 10:33:21 AM	Renewal of factory License	Aug 1, 2023 10:50:54 AM	Application Submitted	-	0/0 days	On time	Actions	Feedba Applica Submis

Figure 22. ‘All Details’ tab

10. Application Processing

1) After completing the payment process, The Department scrutinizes and reviews the application and updates the status as **“Approved”**



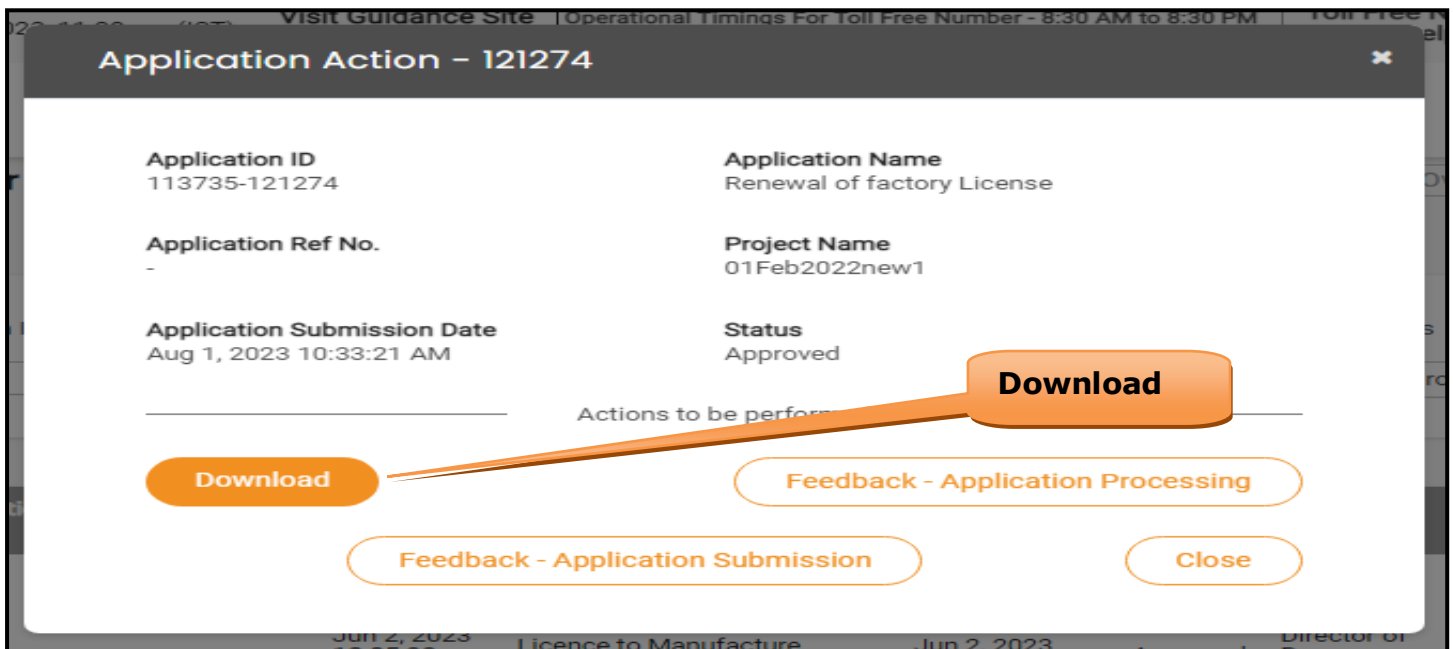
The screenshot shows the 'Track your Application' interface. At the top, there's a search bar for 'Select Project/CAF' with '01Feb2022new1' selected. Below this are filter options for 'Application ID' (121274) and 'Applied on' (mm/dd/yyyy). A table lists the application details:

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	Feedback
1	113735-121274	-	Aug 1, 2023 10:33:21 AM	Renewal of factory License	Aug 1, 2023 03:50:54 PM	Approved	-	0/0 days	On time	Actions	Feedback/ Application Submission

An orange callout bubble labeled 'Approved Status' points to the 'Approved' status in the table.

Figure 23. Application Processed

2) If the application is **‘Approved’** by the Department, the applicant can download the Certificate under **Track your application – > Action button -> Download Certificate** (Refer Figure 24)



The screenshot shows the 'Application Action - 121274' modal window. It displays application details:

- Application ID:** 113735-121274
- Application Name:** Renewal of factory License
- Application Ref No.:** -
- Project Name:** 01Feb2022new1
- Application Submission Date:** Aug 1, 2023 10:33:21 AM
- Status:** Approved

Below the details, there are several action buttons: 'Download', 'Feedback - Application Processing', 'Feedback - Application Submission', and 'Close'. An orange callout bubble labeled 'Download' points to the 'Download' button.

Figure 24. Download