

# PHASE - 1


## ANSWERING A NOTIFICATION

Notifications are sent to investors by their concerned case workers when they require clarifications with respect to the data entered by them in the application or when they require additional documents from the investor.

On Login , for the investors, an alert regarding the notifications will be displayed as shown below.

Fill Application for New Proposal

Note: Dear Investor, you have received a notification for data entry corrections/Providing more documents for your application. Please follow below mentioned step for responding on this notification. Click on NOTIFICATIONS in the left menu and you may respond to it.

To check for the notifications received, go and click the  tab which is to the left and the list of notifications will be displayed.

Application Number	Authorized Person	Company Name	Insufficient Documents	Information Provided Requires Modification	Action
2604021007752	Managing Director Krishna S S K N	Krishna sahakari sakkare Karkhane Niyamit	<a href="#">Show List of Documents</a>	<a href="#">Show Details for Modification</a>	<a href="#">Submit</a>

Insufficient Documents

[Show List of Documents](#)

Click on to [Show List of Documents](#) link to upload the requested document.

You will be redirected to the page as shown below.

Upload Documents

Serial Number	Documents	Created by	Remarks
1	Acknowledgment of industrial entrepreneurs memorandum	pujari	Industrial Entrepreneurship Memorandum (IEM) Copy.and also opinion of sugar directorate.
2	Source of Water	pujari	Name of the River and Water Drawal Point

Upload the Above Documents

# PHASE - 1

Click on Upload the Above Documents, where it will redirect you to another page as shown here.

Please upload the mandatory documents list as mentioned below

**Upload Documents**

Please Upload \*.PDF files,And File size should be less than 10 MB.

Select	Document Type	Remarks
<input checked="" type="radio"/>	Source of Water	<input type="text"/>
<input type="radio"/>	Acknowledgment of industrial entrepreneurs memorandum	<input type="text"/>

[Add New Document](#)

No file chosen

[Back To Notification](#)

Upload each individual digitally signed document. Once uploaded all documents requested, click Back to Notification and click on submit to end the process.

Note: Check on how to upload documents from upload document link as mentioned in our Home Page under Guide.

**Information Provided Requires Modification**

Similarly click on to [Show Details for Modification](#) as requested by the Officer.

to answer for the data modifications

Later you will be redirected to the page as shown below.

# PHASE - 1

Serial Number	Tab Name	Created by	Remarks
1	Building & Land Details	pujari	The proposal is for 158 acres 2 guntas and the land utilization details in Sl. No. 33 is blank. The details may be updated in the application form.
2	Investment	pujari	Need clarification on investment on Fixed Assets and Cost of the project as the components of Building and Plant and Mechanery are not matching.

Click on

Show Data Entry

You will be redirected to page as shown below.

**Note: Dear Investor, Tab No 1 to 15 are proposal details entry. Nos 16,17 and 19 require digital signature. Kindly fulfill the below pre requisites before using the above tabs by clicking on to the links as mentioned below**

Sl.No	Tab Name	Status	Sl.No	Tab Name	Status
1	<a href="#">Company Details</a>		11	<a href="#">Land Requirements</a>	
2	<a href="#">Financial &amp; BackGround Details</a>		12	<a href="#">Power Details</a>	
3	<a href="#">Existing Industries Location</a>		13	<a href="#">Water Requirement</a>	
4	<a href="#">Activity Details</a>		14	<a href="#">Assistance Details</a>	
5	<a href="#">Environment Clearance</a>		15	<a href="#">Promoters Background</a>	
6	<a href="#">Investment</a>		16	<a href="#">Authorized Person Details</a>	
7	<a href="#">Employees Details</a>		17	<a href="#">Upload Documents</a>	
8	<a href="#">Project Cost</a>		18	<a href="#">Payment</a>	
9	<a href="#">Raw Material</a>		19	<a href="#">Upload Digitally Signed Application Form</a>	
10	<a href="#">Building &amp; Land Details</a>				

Completed Incomplete

Do the data corrections for the tabs mentioned as and then once after the data corrections are done, the status of the tabs will change to .

Click on to [Upload Digitally Signed Application Form](#) to check for the preview to view the changes as done by you is incorporated in application. Then, upload the document and click on to back to

Action  
Submit

notifications and click on in to end the procedure.

# PHASE - 2

## ANSWERING A SINGLE WINDOW NOTIFICATION

Notifications are sent to the investor when Officer requires clarifications with respect to the information submitted by investor.



Go to individual Logins, and click on to \_\_\_\_\_ to answer the notifications sent by the Officers.

Notifications are of two types.

### 1. Document Notification:

In case the Officer needs any extra document from the Investor, then upload document notification is put up.

Single Window Notifications

Document Notification

ApplicationNo	Document Name	Remarks	Department Name	Notification Sent Date
2504021008005	An undertaking on agreeing to install the solar water heater as per KERC tariff order.		CESCOM	11/03/2015
2504021008005	Proof of Ownership of the premises or Proof of Occupancy		CESCOM	11/03/2015

Click on the application number, you will be redirected to upload document page.

Please upload the mandatory documents list as mentioned below.

Upload Documents

Please Upload \*.PDF files, And File size should be less than 10 MB.

Select	Document Type	Remarks
<input type="radio"/>	An undertaking on agreeing to install the solar water heater as per KERC tariff order.	<input type="text"/>
<input type="radio"/>	Proof of Ownership of the premises or Proof of Occupancy	<input type="text"/>

[Add New Document](#)

Choose the file and upload the document, in case the document is already available, take a copy from the uploaded document.

# PHASE - 2

## 2. Payment Notification:

To notify the investor regarding the payment, such kind of notification is put up.

Payment Notification				
ApplicationNo	Department Name	Bank Details	Amount	Notification Sent Date
2604021008003	Fire and Emergency Services Department	ICICI ,RRnagar	12500	16/03/2015

Click on the application number, you will be redirected to Payment Notification page.

Once the payment is done, key-in the details and choose a digitally signed file to upload with respect to the fees paid and save the payment details.

Payment Details

Bank Name

Branch

UTR/DD Number

Amount Paid in Rs.

Upload Document  No file chosen  
*Please upload digitally signed scanned copy of DD/Payment receipt*