

Single Window Portal

Approval of plan
& permission to
construct/extended/or take into
use any building
as a factory
under Factories
Act, 1948

Directorate of Factories & Boilers, Labour
& ESI Department, Govt. of Odisha

Table of Contents

Introduction	2
General Instructions	2
Checklist of Documents.....	3
Timeline	4
Field Instructions	4
Application Procedure.....	5
Approval Procedure.....	18

Introduction

Industries Department of the Govt. of Odisha has developed the online *Single Window Portal* in order to facilitate 'Ease of Doing Business' and foster a conducive business environment in the State. It acts as a single window for clearances from 15 state departments, leveraging technology to bring in transparency, improve efficiency and extend time-bound clearances to the investors.

The *Single Window Portal* allows seamless integration with portals of different government departments thereby eliminating the need to fill forms multiple times, ensuring time-bound clearance, as well as ensuring single login credential for all applications. It acts as a one-stop solution for information, registration, approvals, e-payment and application tracking for clearances/approvals. It also provides updated information relating to relevant rules, regulations, orders and policy initiatives and schemes for guiding the investors. In addition to this, the portal sends alerts, via email and SMS, to applicants about the progress on their submitted applications.

Other key features are:

- Information regarding status of approved proposals, proposed investments and pending applications.
- An online grievance redressal and feedback mechanism, to timely address issues faced by investors.
- Existing online systems such as Land Bank (GO iPLUS), Central Inspection Framework and Automated Post Allotment Application (APAA), and the CSR portal are integrated into the *Single Window Portal*, making it a one-stop-shop for a plethora of services.

This document is intended to serve as a User Manual for grant of “Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948” service from the Directorate of Factories & Boilers, Labour & ESI Department, Govt. of Odisha.

General Instructions

Based on the geographical location of the factory and the no. of employees proposed to be employed, and the application will be routed to the designated Director or Divisional Deputy Director of Factories & Boilers. Prior to applying to this service, if the applicant has applied for PEAL, the first section of the Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948 will get auto-populated from the PEAL form. Applicant who did not fill the PEAL form, will have to fill all the fields.

Fields marked with “*” are mandatory and should be filled in before submitting the form on the single window portal. Leaving fields blank in the Form is not allowed. In case applicants wish not to enter data in a field, they can put “NA” if it is a text/description field or a “0”, if it is a numeric field. In case of errors, the form will show an error message. The applicant may correct the data and save the form again.

Some of the fields can accept multiple values. If the applicant wishes to furnish more than one item, he may use the “+” button to add more rows. Similarly, if he wishes to remove a row, he may use “x” button.

Applicants can attach documents in digital format as documentary evidences which the department will use for verification. Clicking on the choose button will let them select the document to be uploaded. Before submitting the document, they need to ensure that all the information furnished by them is satisfactory and correct to the best of their knowledge and understanding. After checking that the information furnished in all the fields are in order, they can submit the application by clicking on the ‘Submit’ button.

After the form is successfully submitted, applicants can pay the required fees based on the installed power (in K.W.) and max. no. of workers employed in a day, either online or offline. If they wish to pay offline, they may choose the ‘Over the Counter’ option on the Cyber Treasury payment gateway. A challan with the account details of the department will then be generated. The applicant will take the hard copy of the challan to the nearest branch of the bank selected and deposit the amount either by Cash, or by means of Demand Draft. Once the fee is processed by the bank, the bank will send a transaction ID via SMS, which then will have to be entered on the Cyber Treasury portal to complete the application process.

Upon payment the applicant will receive an SMS & Email notification with the application number from the single window portal.

Checklist of Documents

The applicant will need to attach the following documents with the application:

1. Process Description of the Plants to be installed
2. Process Flow Chart of the Plants to be installed
3. List of machinery with K.W. rating
4. Consent to be established obtained from Odisha State Pollution Control Board
5. NOC from Local authority (Not Required for IDCO Land/Industrial Estate)
6. Self-attested copy of land documents with clear title
7. NOC from district authority in support of fulfilling siting criteria (In case of stone crusher or burnt brick kilns)
8. Memorandum and Article of Association/self-attested Partnership Deed
9. Scanned copy of Signature of Applicant

Timeline

Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948 is provided within a) **30** working days (for Non-Hazardous Factories), b) **60** working days (for Hazardous Factories), and c) **90** working days (for Major-Accident Hazard Factories) from the date of submission of application. The department can however, raise queries on the application within 7 working days of receipt of application.

Field Instructions

<u>Sl. No.</u>	<u>Field Name</u>	<u>Instructions</u>
1	Name and Address of the Applicant	Enter name and address of the applicant under the respective fields. District and State can be selected from the dropdown list.
2	Full name and address of the factory	Enter name and address of the applicant under the respective fields. District and Subdivision can be selected from the dropdown list.
3	Type of Firm	From the dropdown list select the firm type
4	Particulars of the Plants to be installed	Mention details of all the plants proposed to be installed in the factory giving details of the nature of activity proposed to be carried in the each plant.
5	Number of persons proposed to be engaged	Enter total no. of men and women proposed to be engaged in the factory during its operations

Application Procedure

1. Applicants will go to the URL: <https://investodisha.gov.in>

The screenshot shows the homepage of the Invest Odisha website. The browser address bar displays <https://invest.odisha.gov.in>. The website header includes the ODISHA logo, navigation links for Advantage Odisha, Policy Framework, Focus Sectors, Ease of Doing Business, Industrial Land Bank, Success Stories, and Project Profiles, and contact information: Toll Free Helpline - 1800 345 7111 (Timing 10.00 AM to 6.00 PM on working days) and info@investodisha.org. The main content area features a large banner titled "Educational Hub of the East - Availability of Industry-Ready Manpower". This banner highlights a "Large pool of skilled manpower" (1,25,000 technical manpower pass out annually from 773 technical training institutions) and the "Presence of national institutes of higher learning". It lists several institutions, including the International Institute of Information Technology (IIIT), Indian Institute of Management (IIM), National Institute of Technology (NIT), Odisha University of Agriculture and Technology (OUAT), All India Institute of Medical Sciences (AIIMS) Bhubaneswar, Indian Institute of Technology (IIT), CSIR-Institute of Minerals and Materials Technology (CSIR-IMMT), and Xavier Institute of Management (XIMB). It also lists "Nationally acclaimed research institutions" such as the Central Institute of Plastics Engineering and Technology (CIPET), ICAR-Indian Institute of Water Management, ICAR-National Rice Research Institute, Central Institute of Freshwater Aquaculture, National Institute of Science Education & Research (NISER), and Indian Institute of Science Education and Research (IISER). Below the banner, there are links to "Compendium of Business Reforms", "GO/PLUS Govt. of Odisha Industrial Portal for Land use and Services", and "SWP (Single Window Portal)". The page also features portraits and names of government officials: Shri Naveen Patnaik (Hon'ble Chief Minister), Shri Niranjan Pujari (Hon'ble Minister of Industries), and Shri Sanjeev Chopra (Principal Secretary). A "Focus Sectors" section is visible at the bottom of the banner area.

2. Clicking on the SWP (Single Window Portal) block will take the applicant to the Single Window Portal.

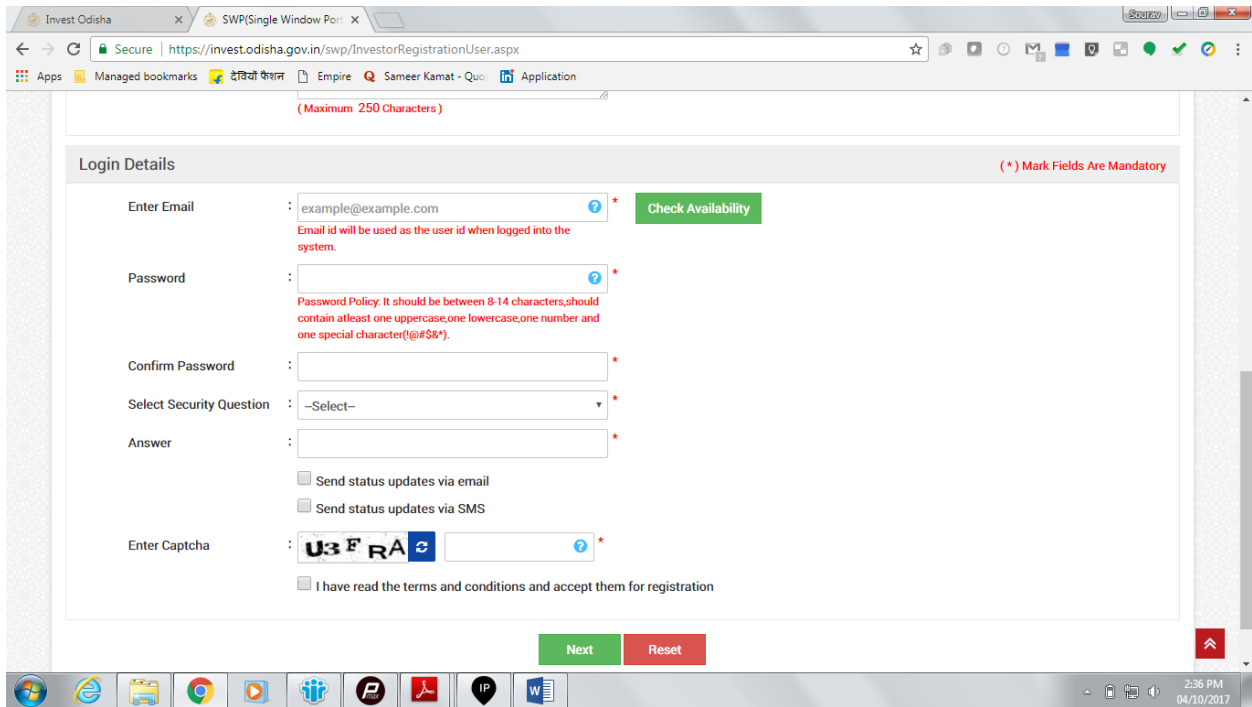
The screenshot shows the Single Window Portal website. The browser address bar displays <https://invest.odisha.gov.in/swp/>. The website header includes the ODISHA logo, navigation links for User Manual, Contact Us, Investor Login, and Department Login, and the text "SINGLE WINDOW PORTAL". The main content area features a large banner titled "LARGE SCALE INDUSTRIES" with the tagline "The state by providing necessary support services". Below the banner, there is a "Notifications" section. The "About Us" section describes the Industrial Promotion & Investment Corporation of Odisha Limited (IPICOL) as the State Level Nodal Agency of the Government of Odisha for investment promotion and facilitation. It states that IPICOL is the single point of contact to handhold and facilitate prospective investors. The "News" section includes a headline "Odisha showcases investment potential at investors' meet" and another headline "Odisha Govt, FICCI join hands to promote culture, tourism".

3. Applicant will click on 'Investor Login' to sign-in into the Single Window Portal. The following login page opens up.

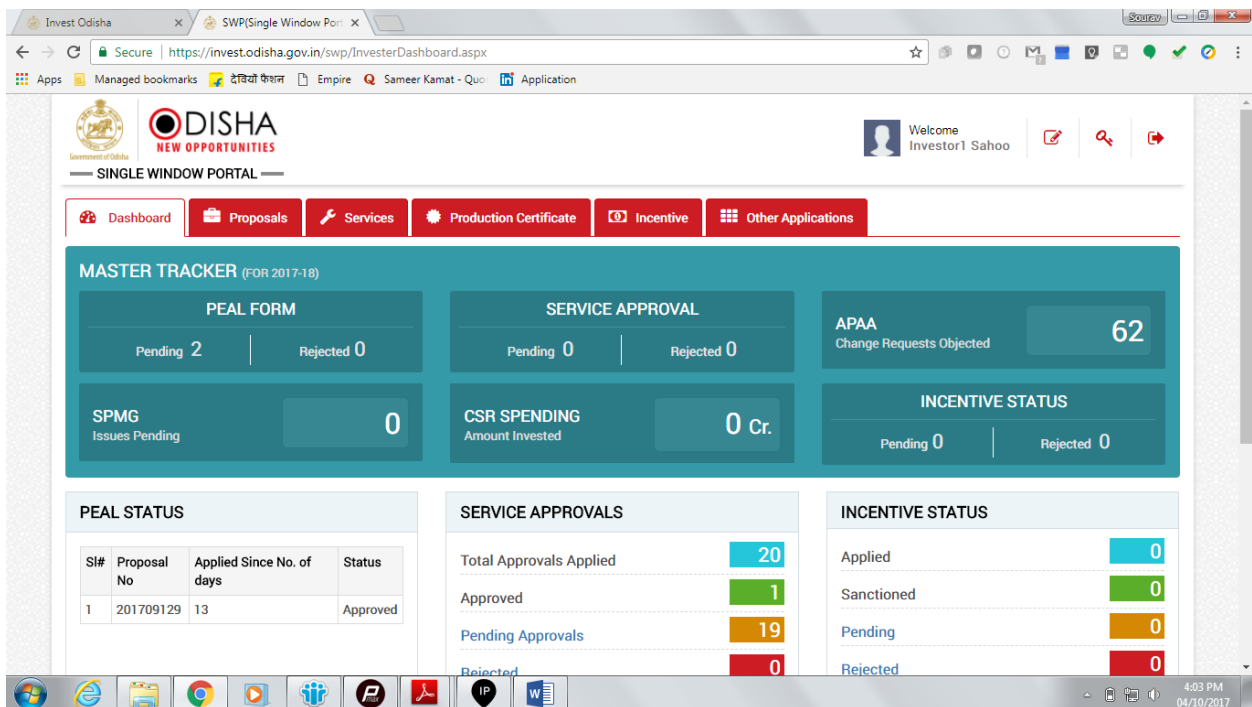
The screenshot shows the 'Investor Login' page of the Single Window Portal. The page features the Government of Odisha logo and the 'DISHA NEW OPPORTUNITIES' branding. The main heading is 'Single Sign On'. Below this, there are three bullet points: 'Users in APAA/ CIF/ GOiPLUS/ CSR Portal/ eSuvidhaa can login through existing credential.', 'Users can use their registered email id as the user id for the login process.', and 'New investors can create login credentials also.' To the right, there is a login form with fields for 'Email ID', 'Password', and a 'CAPTCHA' image. A red 'LOGIN' button is positioned below the form. At the bottom of the form, there are links for 'Forgot Password?' and 'New user Register Now'. A 'Back to Home' link is located at the bottom left of the page.

4. Existing users of APAA/CIF/GO-iPLUS/CSR Portal/eSuvishaa can log into the Single Window Portal using the same credentials. New applicants can register themselves on the portal by clicking on the 'Register Now' button. The users have to fill the registration form and verify themselves by entering the OTP sent to the mobile number entered.

The screenshot shows the 'Investor Registration' form on the Single Window Portal. The page includes the Government of Odisha logo and 'DISHA NEW OPPORTUNITIES' branding. A navigation bar at the top contains links for 'HOME', 'ABOUT US', 'SERVICES', 'DEPARTMENTS', 'DOING BUSINESS IN ODISHA', 'INCENTIVES', 'ACTS & RULES', and 'FAQ'. There are also buttons for 'User Manual', 'Contact Us', 'Investor Login', and 'Department Login'. The form is titled 'Investor Details' and includes a progress indicator with three steps: 'Profile Creation', 'OTP Confirmation', and 'Success'. The form fields are as follows: 'Unit Name' (text input), 'Country' (dropdown menu with 'India' selected), 'Name of Entrepreneur' (dropdown menu with '-Select-' and 'First Name' selected), 'Middle Name' (text input), 'Last Name' (text input), 'Address' (text area with a note '(Maximum 250 Characters)'), 'Mobile Number' (text input), 'GSTIN' (text input), 'Category' (dropdown menu with '-Select-' selected), 'District' (dropdown menu with '-Select-' selected), 'Block' (dropdown menu with '-Select-' selected), 'Sector' (dropdown menu with '-Select-' selected), 'Sub Sector' (dropdown menu with '-Select-' selected), and 'Site Location' (text input). A note '(*) Mark Fields Are Mandatory' is displayed at the bottom right of the form.



5. Upon registration/logging in, the applicant can view their dashboard.



- In the 'Services' section, the applicant can view the list of services offered by the Single Window Portal.

The screenshot shows the DISHA Single Window Portal interface. The 'Services' tab is active in the navigation menu. Below the menu, there are buttons for 'Apply Service' and 'Application Details'. A search bar is present with a dropdown menu for 'Enter Proposal No.' and a 'Search' button. A table lists various services with columns for 'Sl#', 'Department', 'Services', 'Application Fee', and 'Apply Now'.

Sl#	Department	Services	Application Fee	Apply Now
1	Commercial Tax Organization	Registration for Professional Tax	NA	<input checked="" type="checkbox"/>
2	Department of Energy	Power Connection Application	NA	<input checked="" type="checkbox"/>
3	Department of Energy	Certification of Electrical Installation by Chief Electrical Inspector	NA	<input checked="" type="checkbox"/>
4	Food Supplies and Consumer Welfare Department (FSCW)	Licences as manufacture of weight and measure under the legal metrology	50000.00	<input checked="" type="checkbox"/>
5	Housing and Urban Development Department (H UD)	Building plan approval	NA	<input checked="" type="checkbox"/>
6	Housing and Urban Development Department (H UD)	Trade licensing	NA	<input checked="" type="checkbox"/>

- From the list of services, applicant can apply to the service “Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948” by clicking on . The following form will open up, which allows the applicant to fill in the required details. After filling up the form, the applicant can submit the form by clicking on the “Submit” button.

The screenshot shows the DISHA Single Window Portal interface for the 'Form Registration' step. The progress bar indicates the current step is 'Form Registration', with 'Payment Details' and 'Success' steps remaining. The main content area shows the 'Department of Labour & ESI Directorate of Factories & Boilers Government of Odisha Form No-1 Application for permission to construct/extend/or take into use any building/premises as a factory'. The form includes fields for 'Applicant Details' (Type, Gender, Father's/Husband's Name, Applicant Name, Age) and 'Permanent Address' (Village/Plot No./Street/Lane, Post Office).

https://invest.odisha.gov.in/ | https://invest.odisha.gov.in/

https://invest.odisha.gov.in/swp/FormView.aspx?enc=ZxRa81esYKeLKaEg/apRppnkS1Ro+bGKvp+bYfednGuX/tn7g8RgNaV3/dl35qt

Apps | Managed bookmarks | देविचो फैशन | Empire | Sameer Kamat - Quo | Application

Permanent Address

Village/Plot No/Street/Lane* :

State* :

Town/City* :

Calling/Designation* :

Email* :

Post Office* :

Police Station* :

District* :

Pin* :

Mobile No* :

Full name and address of the factory

Type of Firm* :

State* :

Subdivision* :

Police Station* :

Factory address* :

Factory name* :

District* :

Near of village/town/municipality* :

Nearest railway station* :

4:08 PM 13/10/2017

https://invest.odisha.gov.in/ | https://invest.odisha.gov.in/

https://invest.odisha.gov.in/swp/FormView.aspx?enc=ZxRa81esYKeLKaEg/apRppnkS1Ro+bGKvp+bYfednGuX/tn7g8RgNaV3/dl35qt

Apps | Managed bookmarks | देविचो फैशन | Empire | Sameer Kamat - Quo | Application

Police Station* :

Factory address* :

Nearest railway station* :

Address For Correspondence : Same as above

District* :

Block* :

Particulars of plants to be installed

Particulars of plants to be installed* :

Upload process description* : No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Upload process flow chart* : No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Number of persons proposed to be engaged

List of machinery with K.W. rating : No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Proposed date of commencement of construction

Proposed date of commencement of :

4:08 PM 13/10/2017

https://invest.odisha.gov.in/swp/FormView.aspx?enc=ZkRa81esYKeLKaEg/apRppnkS1Ro+bGKvp+bYfednGuX/tn7g8RgNaV3/dl35qt

Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Proposed date of commencement of construction

Proposed date of commencement of construction* :

Particulars of no objection certificate

Upload Consent to be established from Odisha State Pollution Control Board : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Whether construction on IDCO Land/Industrial Estate* : Yes No

Upload NOC from Local authority. (Not Required for IDCO Land/Industrial Estate) : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Upload Document

Upload Self attested copy of land documents with clear title.* : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Whether factory is stone crusher and burnt brick kilns* : Yes No

NOC from district authority in support of fulfilling siting criteria(In case of stone crusher and burnt brick kilns) : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Upload Memorandum and article of association/self attested : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Upload Signature : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

(Not required for IDCO Land/Industrial Estate) Only png,jpg,pdf and max size 4 MB files allowed.

Upload Document

Upload Self attested copy of land documents with clear title.* : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Whether factory is stone crusher and burnt brick kilns* : Yes No

NOC from district authority in support of fulfilling siting criteria(In case of stone crusher and burnt brick kilns) : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Upload Memorandum and article of association/self attested partnership deed.* : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

Upload Signature : Choose File | No file chosen
Only png,jpg,pdf and max size 4 MB files allowed.

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

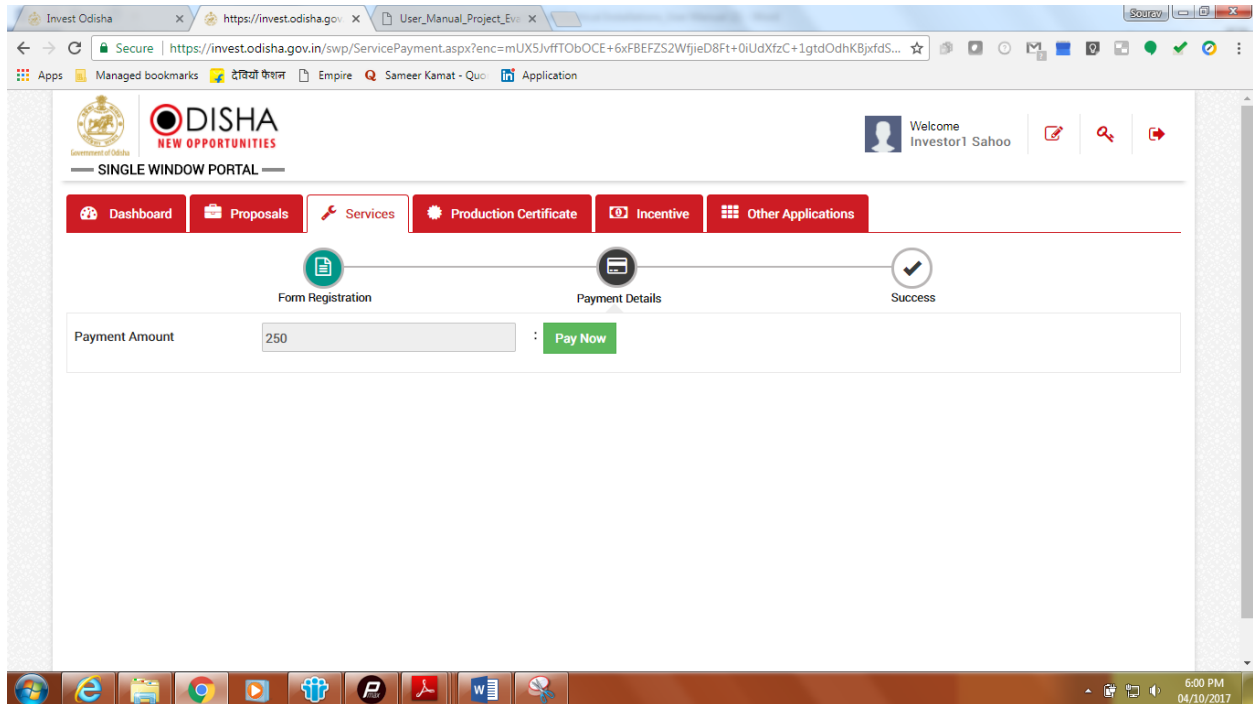
Payment Details

Total Amount : 250.00/-

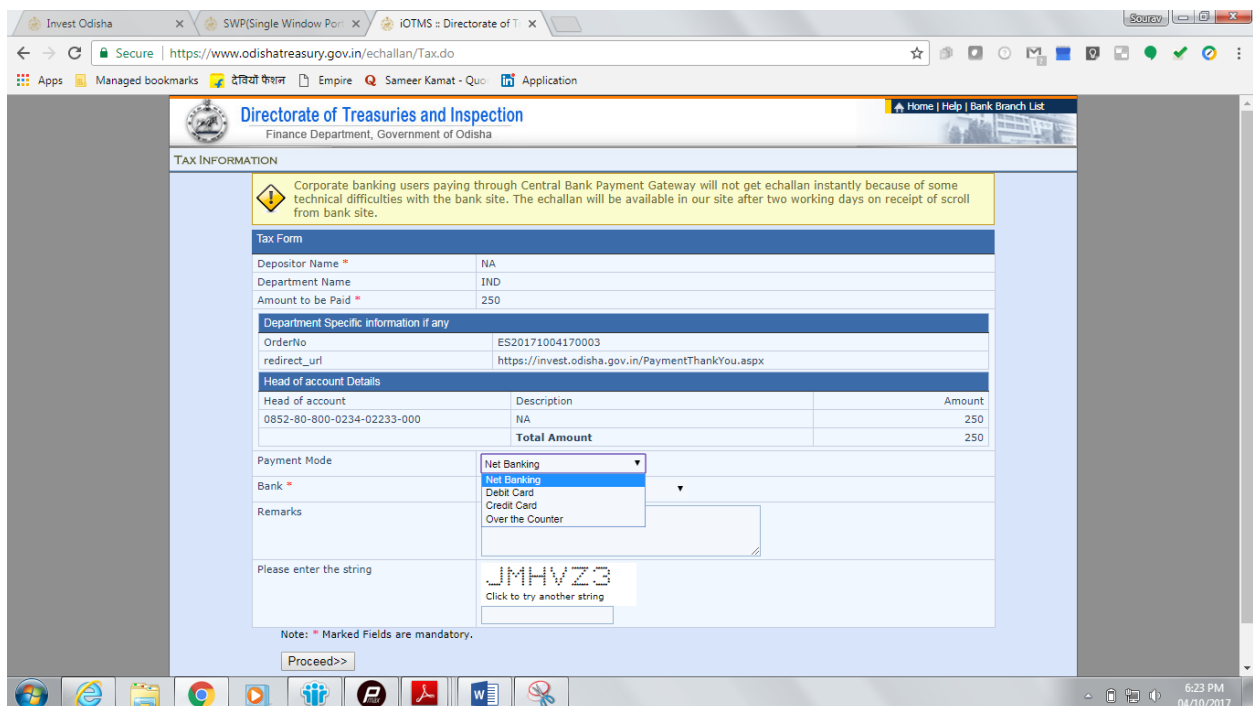
Copyright © All rights reserved. To 2017

While filling up the application form, the applicant can upload scanned copies of required documents in the respective fields. Application fee will be calculated automatically based on the information filled by the applicant and displayed at the bottom of the form.

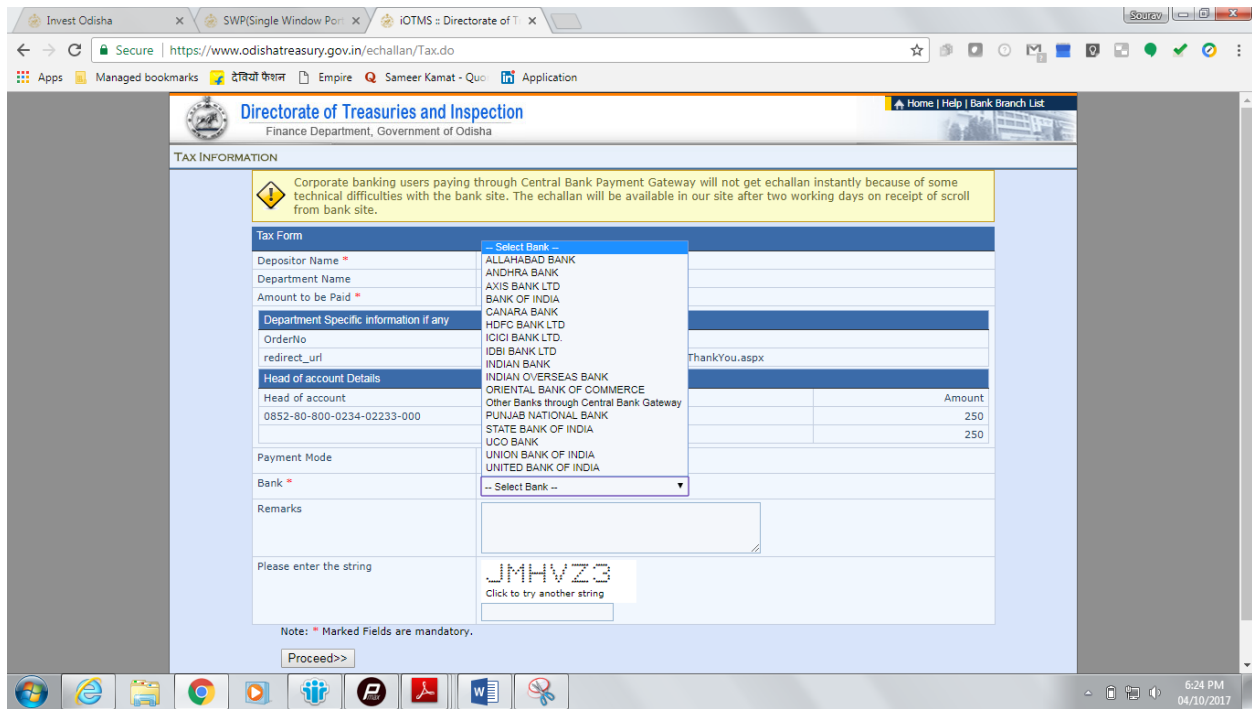
8. Upon submission, the applicant will confirm payment of fees by clicking on the 'Pay Now' button.



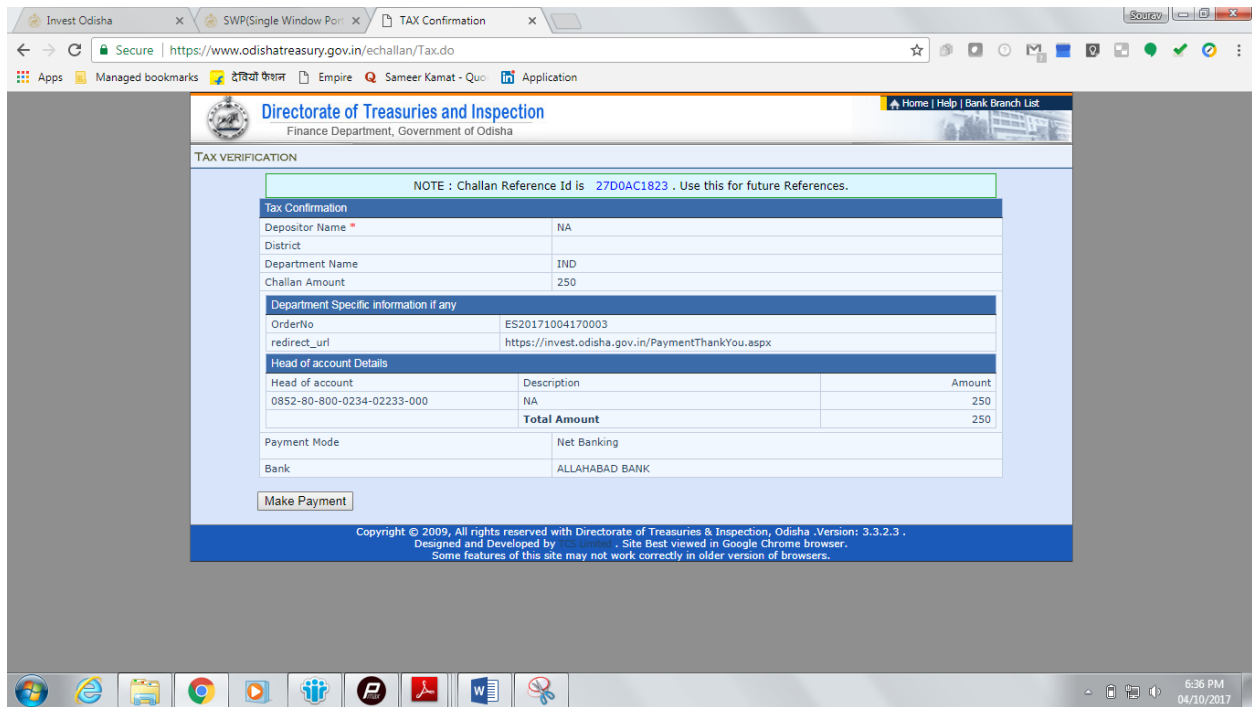
9. The page redirects to the payment gateway. The applicant, after confirming that the amount displayed on the page is correct, can select the mode of payment from the available options. (Net Banking/Debit Card/Credit Card/Over the Counter)



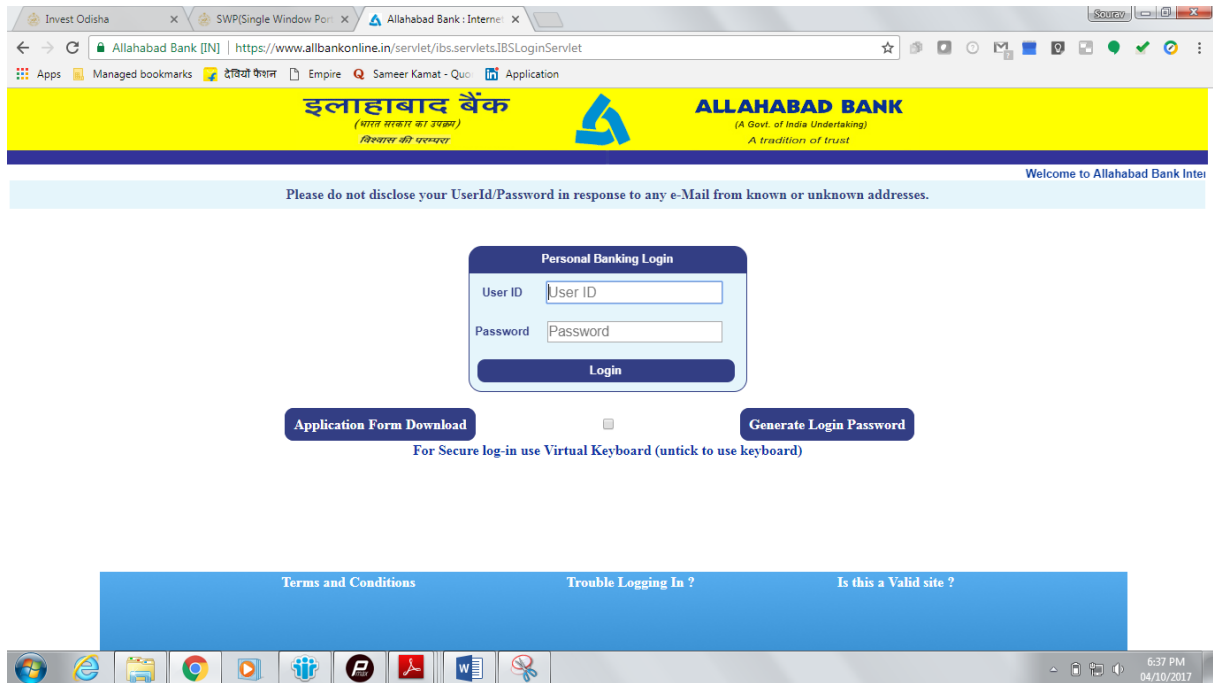
10. Applicants can select the bank of their preference and proceed to payment.



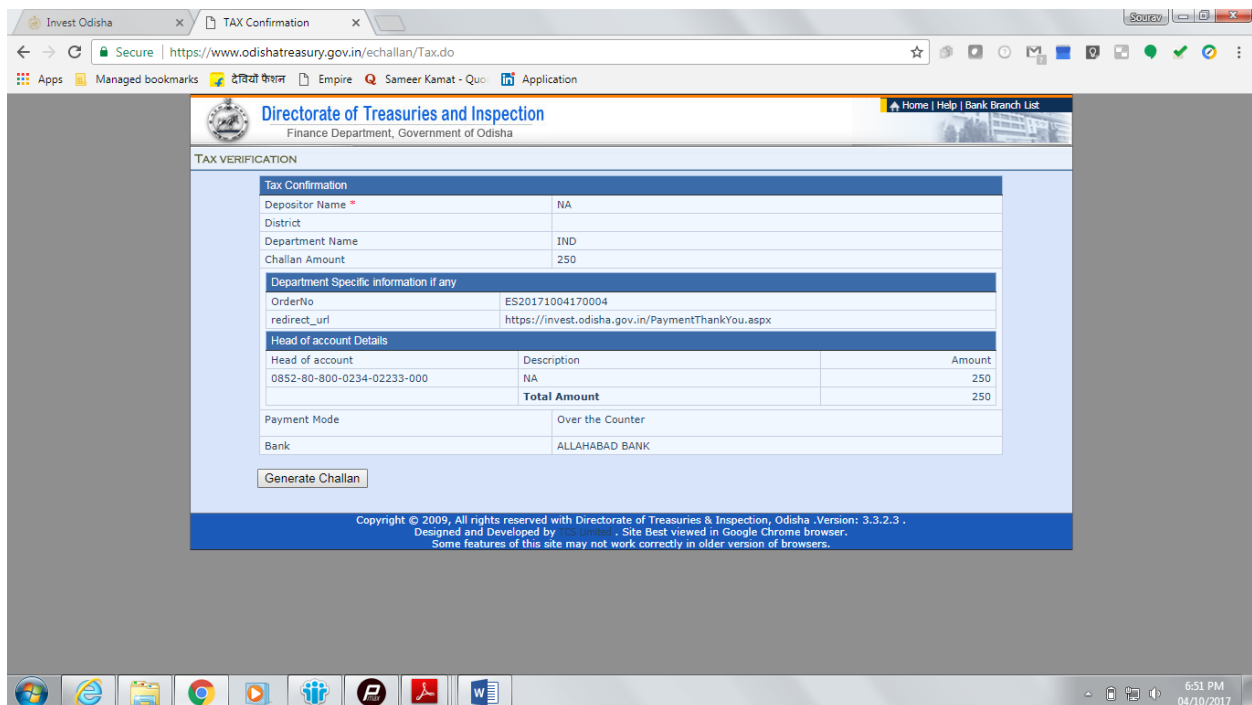
11. If the mode of payment is online (Net Banking/Credit Card/Debit Card), upon clicking the 'Make Payment' button, the page will be redirected to the selected bank's payment portal.



12. Applicant can fill in their details and pay the requisite amount at their selected bank's payment portal.



13. If the mode of payment is offline (Over the Counter), the applicant can generate the Challan for that transaction by clicking the 'Generate Challan' button. The page will be redirected to the selected bank's payment portal.



14. A downloadable e-Challan receipt will be displayed mentioning the head of account and the amount to be paid.

Government of Odisha
Offline Challan Deposit Form
Depositor's Copy

Challan of Cash/Cheque/DD paid through ALLAHABAD BANK, at Cyber Treasury, Odisha, Bhubaneswar

1. Name of the Depositor : NA
 2. Mobile Number : NA
 3. Department Identification Id :
 4. Challan Generation Date & Time : 04/10/2017 06:10:47 PM

Purpose	Head of Account	Amount
NA	0852-80-800-0234-02233	250
Total Amount		250

8. Treasury Reference Id : 27D0AC2310
 9. Bank Transaction Id & Time : To be filled up by the bank

1. In case of Cheque bank transaction id will be available after realization of the cheque.
 2. This challan is valid for 7 days from the date of online entry.
 3. In case of Cheque/DD, it should be payable to 'State Government Receipts- <Challan Reference Id>'.

Signature of the Depositor _____ Signature of Bank Officer with Seal _____

Government of Odisha

The applicant can take the copy of the challan to the nearest branch of the bank selected and pay the amount.

Government of Odisha
Offline Challan Deposit Form
Depositor's Copy

Challan of Cash/Cheque/DD paid through ALLAHABAD BANK, at Cyber Treasury, Odisha, Bhubaneswar

1. Name of the Depositor : NA
 2. Mobile No. : NA
 3. Department Identification ID : 04/10/2017 06:10:47 PM
 4. Challan Generation Date & Time : 04/10/2017 06:10:47 PM

Purpose	Head of Account	Amount
NA	0852-80-800-0234-02233	Rs. 250/-
Total Amount		Rs. 250/-

5. Treasury Reference ID : 27D0AC2310
 7. Bank Transaction Date & Time : To be filled by the bank

1. The challan is valid for 7 days from the date of online entry.
 2. In case of Cheque, bank transaction id will be available after realization of the cheque.
 3. In case of Cheque/DD, it should be payable to 'State Government Receipts- <Challan Reference Id>'.

Signature of the Depositor _____ Signature of Bank Officer with Seal _____

Government of Odisha
Offline Challan Deposit Form
Bank's Copy

Challan of Cash/Cheque/DD paid through ALLAHABAD BANK, at Cyber Treasury, Odisha, Bhubaneswar

1. Name of the Depositor : NA
 2. Mobile No. : NA
 3. Department Identification ID : 04/10/2017 06:10:47 PM
 4. Challan Generation Date & Time : 04/10/2017 06:10:47 PM

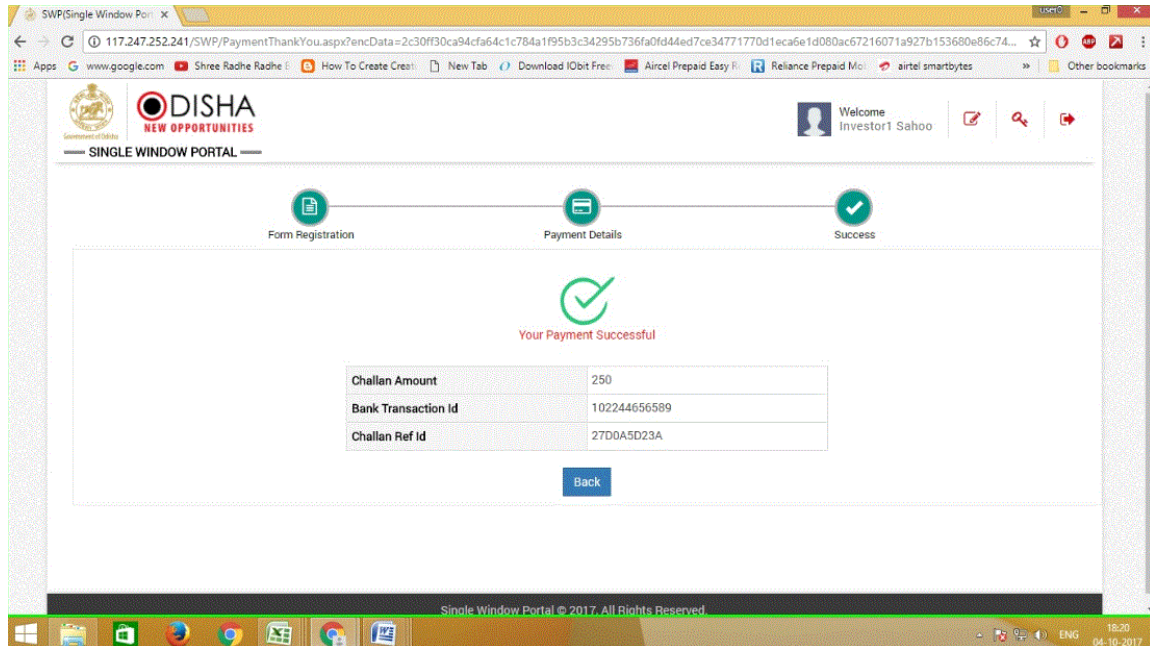
Purpose	Head of Account	Amount
NA	0852-80-800-0234-02233	Rs. 250/-
Total Amount		Rs. 250/-

5. Treasury Reference ID : 27D0AC2310
 7. Bank Transaction Date & Time : To be filled by the bank

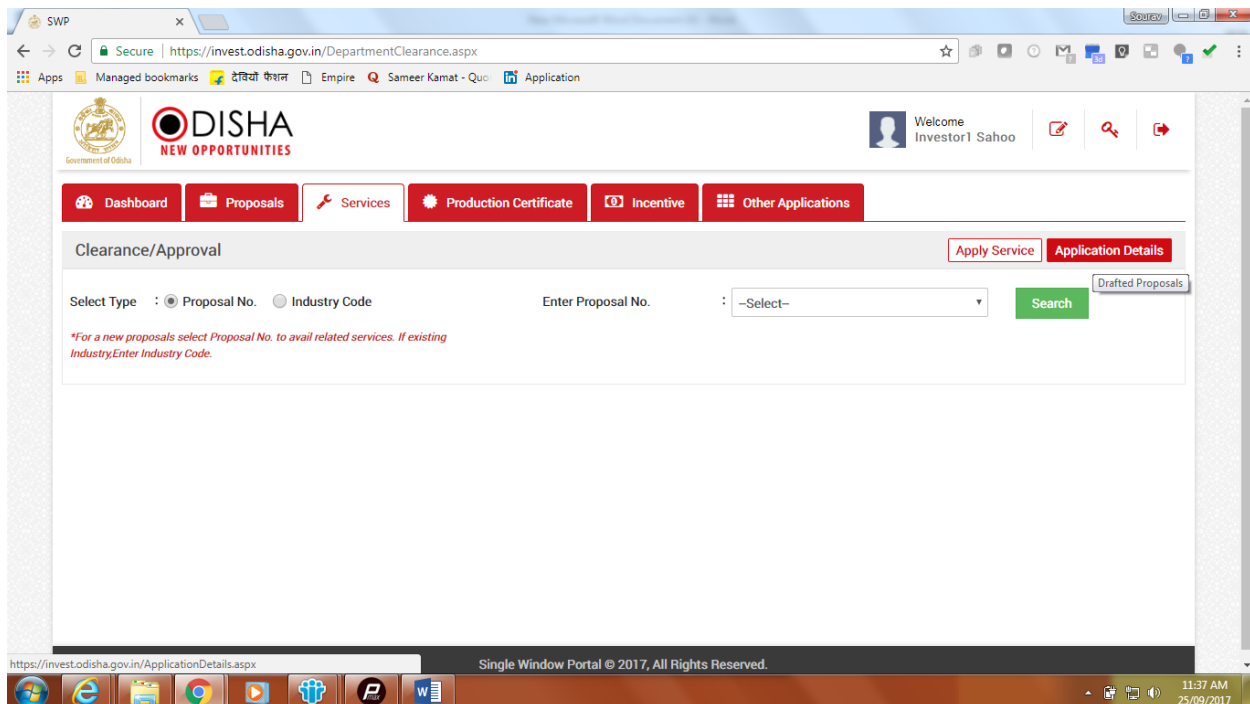
1. The challan is valid for 7 days from the date of online entry.
 2. In case of Cheque, bank transaction id will be available after realization of the cheque.
 3. In case of Cheque/DD, it should be payable to 'State Government Receipts- <Challan Reference Id>'.

Signature of Bank Officer with Seal _____ Signature of the Depositor _____

15. Upon successful payment an Application No., Transaction ID and a Challan Reference ID will be generated and the page will be redirected the Single Window Portal. The following acknowledgement appears on the screen. An SMS/Email notification is also be sent to the applicant with all the details from the single window portal.



16. Applicants can go to the Services button on the Menu bar and click on “Application Details” to check the status of their application.



17. Applicants can track and monitor the status of all applications done through the Single Window Portal. Departments may raise queries on the application within 7 days of its submission. As and when queries are raised, the 'Query Status' column gets updated. Applicant can view and reply to the queries on an application by clicking on "Query Raised". Applicant is notified via email/SMS about the query raised at this stage.

The screenshot shows the DISHA Single Window Portal interface. The user is logged in as 'Investor2 Sahoo'. The 'Application Details' page is active, showing a search bar and a table of applications. The table has the following data:

SIno.	Department Name	Service Name	Applicant Name	Application No	Submitted On	Query Status	Payment Detail	Application Status	View Detail	Download Certificate
1	Labour & ESI Department (Directorate of Factories & Boilers)	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948	Pradeep Sahoo	20171012510003	12/09/2017	Query Raised	Paid	Applied		
2	Industries Department (IDCO)	Road cutting request form	Pradeep Sahoo	20171012510002	12/09/2017	-	Paid	Applied		
3	Food Supplies and Consumer Welfare Department (FSCW)	Licences as manufacture of weight and measure under the legal metrology	Pradeep Sahoo	20171012180007	12/09/2017	Query Raised	Paid	Applied		
4	Food Supplies and	Licences as manufacture of weight and	Pradeep Sahoo	20171012180007	12/10/2017	Query	Paid	Applied		

18. Applicant can submit additional information/documents sought by the department. Multiple files can be uploaded in response. After uploading all the required documents, the query can be resolved by clicking on the "Submit" button.

The screenshot shows the DISHA Single Window Portal interface. The user is logged in as 'Investor2 Sahoo'. The 'Application Status Details' page is active, showing the details of a specific application. The details are as follows:

Department Name : Labour & ESI Department (Directorate of Factories & Boilers)
 Applicant Name : Pradeep Sahoo
 Application Status : **Applied**
 Service Name : Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948
 Application No. : 20171012180007
 Download Certificate : NA

The 'Query' section shows 'Query Status' as 'Raised'. There is a 'Revert Query' section with a 'Response Details' field for submitting additional information or documents.

19. The documents uploaded by the applicant in response to the query will be forwarded to the department for scrutiny. The query status on the 'Application Details' page gets updated to 'Query Reverted'.

The screenshot shows the DISHA Single Window Portal interface. The user is logged in as 'Investor2 Sahoo'. The 'Application Details' section is active, displaying a search form and a table of applications. The first application in the table has a 'Query Status' of 'Query Reverted'.

SlNo.	Department Name	Service Name	Applicant Name	Application No	Submitted On	Query Status	Payment Detail	Application Status	View Detail	Download Certificate
1	Labour & ESI Department (Directorate of Factories & Boilers)	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948	Pradeep Sahoo	20171012510003	12/09/2017	Query Reverted	Paid	Applied		
2	Industries Department (IDCO)	Road cutting request form	Pradeep Sahoo	20171012510002	12/09/2017	-	Paid	Applied		
3	Food Supplies and Consumer Welfare Department (FSCW)	Licences as manufacture of weight and measure under the legal metrology	Pradeep Sahoo	20171012180007	12/09/2017	Query Raised	Paid	Applied		
4	Food Supplies and Consumer Welfare Department (FSCW)	Licences as manufacture of weight and measure under the legal metrology	Pradeep Sahoo	20171012180007	12/10/2017	Query Reverted	Paid	Applied		

20. Once the application is processed and approved, the status of the application will read "Approved" and the applicant can download the final signed certificate by clicking on the button in the "Download Certificate" section.

The screenshot shows the DISHA Single Window Portal interface. The user is logged in as 'Investor2 Sahoo'. The 'Application Details' section is active, displaying a search form and a table of applications. The first application in the table has a 'Query Status' of 'Query Reverted' and an 'Application Status' of 'Approved'. A 'Download Certificate' button is visible in the 'Download Certificate' column for the first application.

SlNo.	Department Name	Service Name	Applicant Name	Application No	Submitted On	Query Status	Payment Detail	Application Status	View Detail	Download Certificate
1	Labour & ESI Department (Directorate of Factories & Boilers)	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948	Pradeep Sahoo	20171012510003	12/10/2017	Query Reverted	Paid	Approved		
2	Industries Department (IDCO)	Road cutting request form	Pradeep Sahoo	20171012510002	12/09/2017	-	Paid	Applied		
3	Food Supplies and Consumer Welfare Department (FSCW)	Licences as manufacture of weight and measure under the legal metrology	Pradeep Sahoo	20171012180007	12/09/2017	Query Raised	Paid	Applied		
4	Food Supplies and Consumer Welfare Department (FSCW)	Licences as manufacture of weight and measure under the legal metrology	Pradeep Sahoo	20171012180007	12/10/2017	Query Reverted	Paid	Applied		

Approval Procedure

