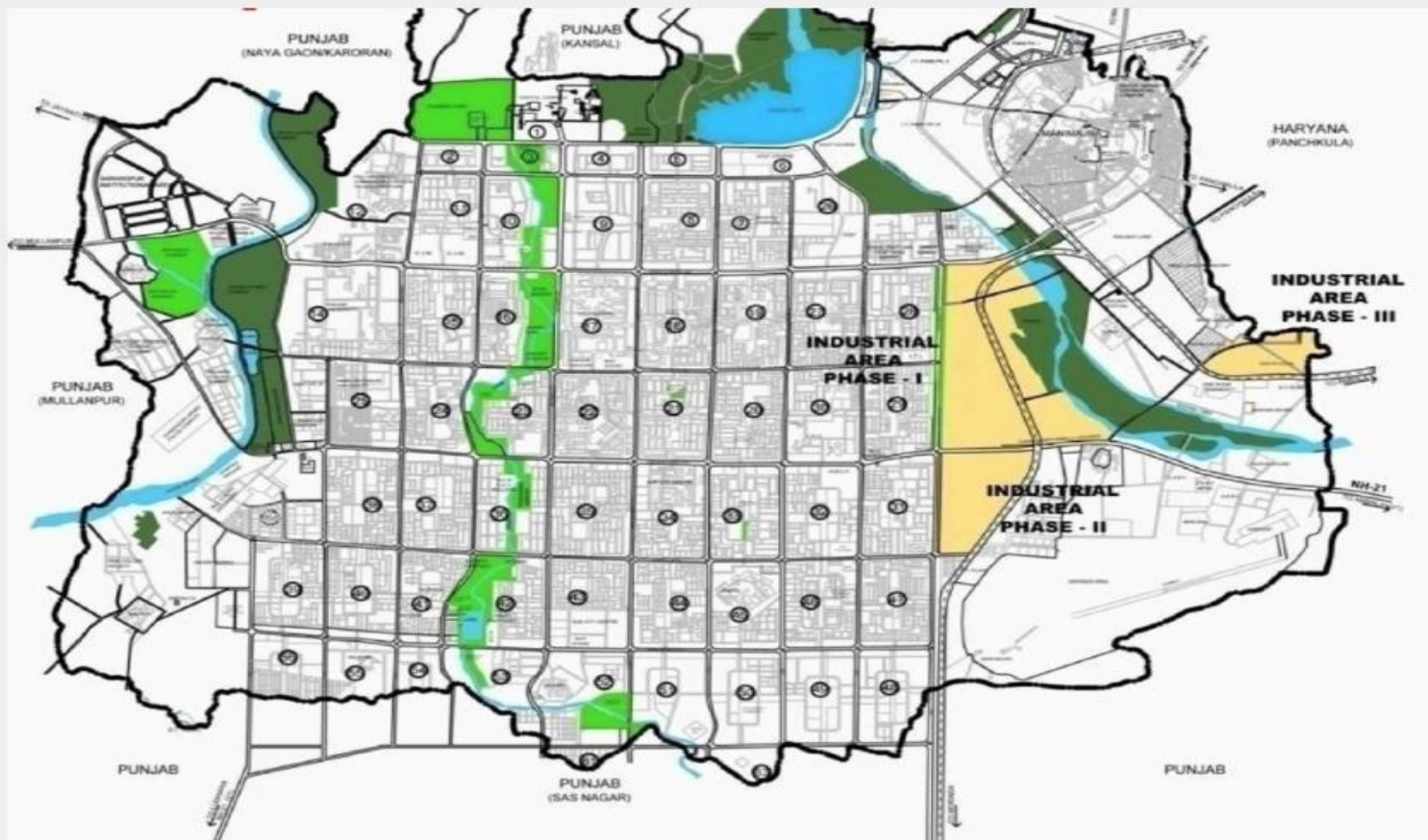**EASE OF DOING BUSINESS CHANDIGARH**
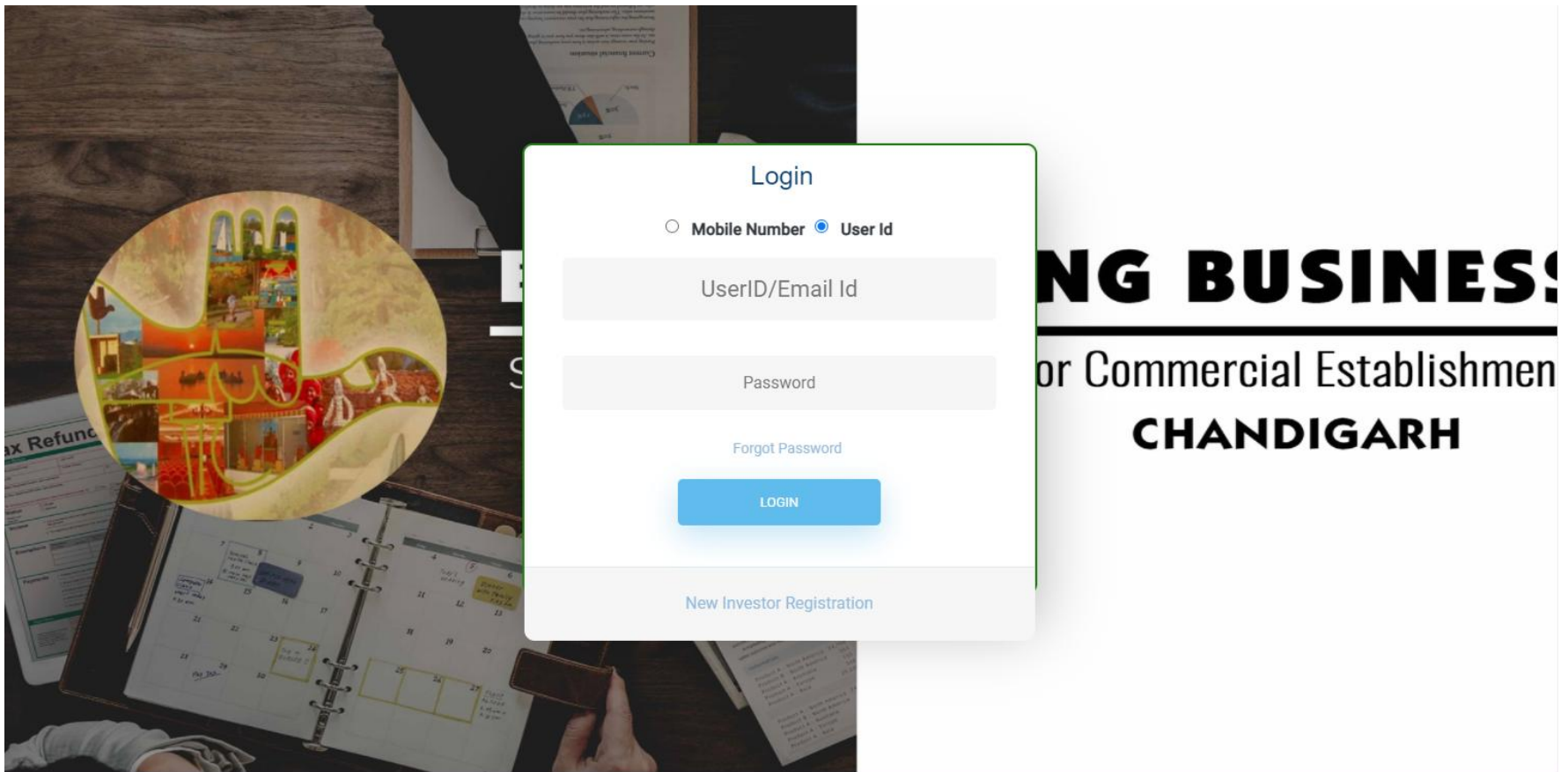
User Manual

ABOUT US

Chandigarh Industrial Area is located on the South – Eastern side of the city. Proximity to the Railway Station and the National Highway also prevents the movement of heavy vehicles within the city.

Industrial Area has been developed over 1200 acres in two phases, the Phase – I has an area of 776.14 acres and Phase – II has an area of 486 acres. While Phase – I and Phase – II are fully developed, Phase – III with an area of 153 acres is yet to be developed.

A total of 1966 plots have been planned in Phase I and Phase II. Smaller plots in the area ranging from 5 marla to 1 kanal constitute maximum number of plots in Phase I whereas in Phase II there are all small Industrial plots and with no large Industry.

User has to open http://eodb.chd.gov.in/ Web Portal. Click on left site link "**Login/Signup**" for Registration of new

Investor. If you have already registered then you can Login with your user id and password.
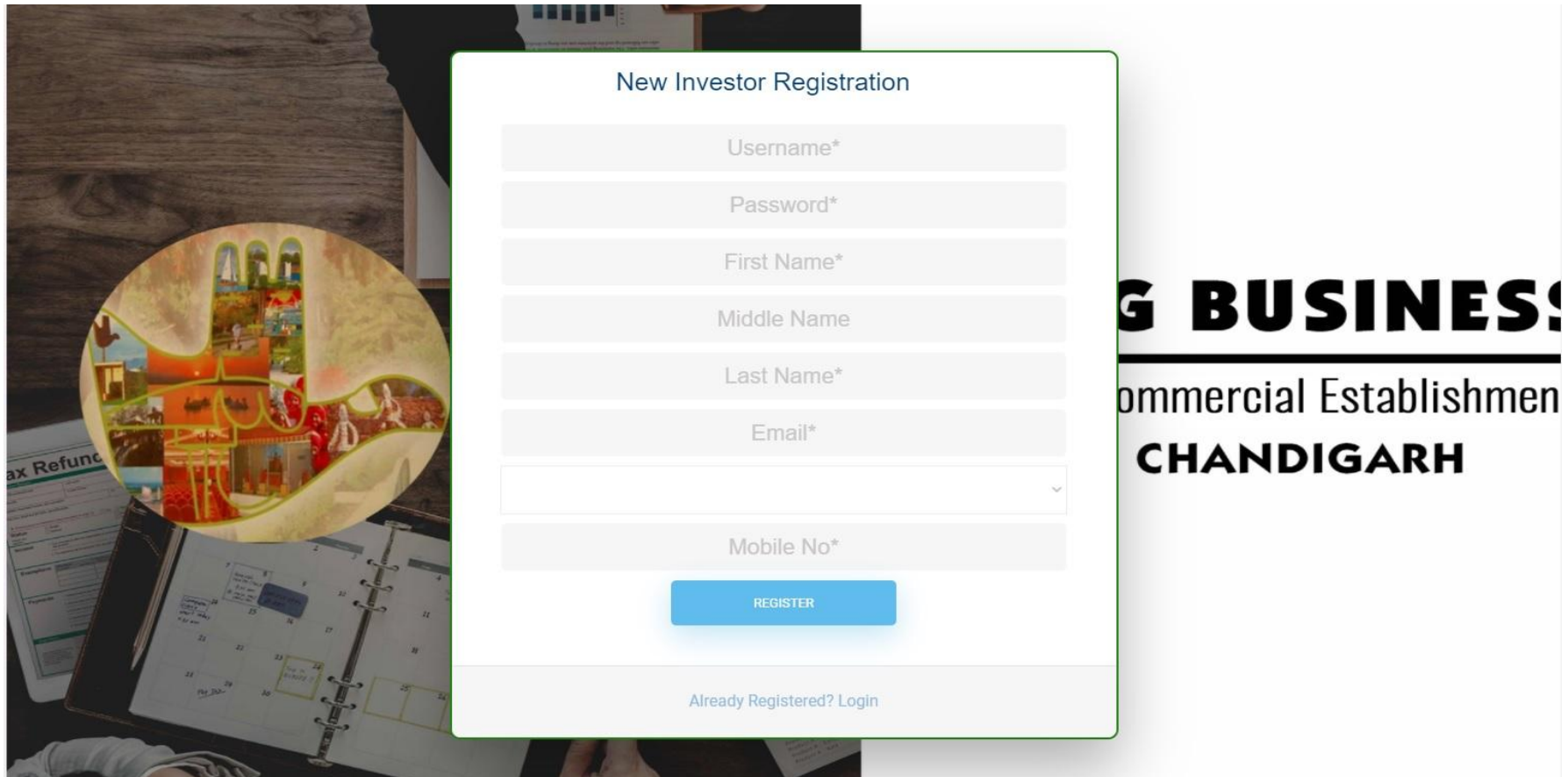
Procedure to Create a User ID

If you are new Investor then , Click on **"New Investor Registration"** Link given on below Login Button of the page.

By clicking on that you will get the following form then fill and submit the form.

After submitting this form you will get your user id and password.

Procedure to fill the Common Application Form

After Successful login, first you have dashboard please click on **"Add New Project"** .The common application form will be displayed. There are six sections(**On Next Page**) of the forms to be filled. it will show screen as shown below:-

Provide Applicant Details

In this section Enter the name of person who is authorised to apply on behalf of the company, designation and address of the authorised person, name of proprietor, name of business. Once the all information is entered, click on save & next button.

Site Details

In this section enter the proposed site details plot number, area, upload rent deed, upload NOC from owner etc. Once the all information is entered, click on save & next button. it will show screen as shown below:-

Project Details

In this section enter the project details sector, project purpose, project type, size of industry, category of project, country etc. Once the all information is entered, click on save & next button. it will show screen as shown below:-

Fixed Capital Investment

In this section enter the fixed capital investment details Land cost, building cost, proposed employment details, product category etc. Once the all information is entered, click on save & next button. it will show screen as shown below:-

Manufacturing Data

In this section enter the manufacturing details like raw material, quantity, main product, manufacturing process flow etc. it will show screen as shown below:-

Manufacturing Data

Once the all information is entered, click on save & next button. it will show screen as shown below:-

Mode of disposal of Discharge *

Select Any One   ▼

Emission Data (Please add atleast one item from each BOILER, FURNACE, PROCESS EMISSION, DG SET)

Emission Type *	Capacity (Ton Per Hour...	Type Of Fuel *	Air Pollution Control Device *
Select Any One ▼		Select Any One ▼	Select Any One ▼

Solid Waste Generation Details

Source Of Generation *	Nature/Type *	Quantity (Tons per Day) *	Mode Of Disposal *
	Select Any One ▼		Select Any One ▼

Back   Save & Next

Others Details

In this section enter the others details like electrical power requirements, water requirements and attached related documents. it will show screen as shown below:-

In this all information is entered

+ ATTACHMENT

Select Any One   ▼

Existing Connection

◯ Yes   ◯ No

Customer Type *

Select Any One   ▼

Account Number *
_____

Existing Load Demand (...
_____

Existing Load Demand (...
_____

New Load Demand (KW...
_____

New Load Demand (KV...
_____

Demand Date *

mm/dd/yyyy

14. Water Requirements

14.1 Temporary Connection During Construction* Enclose bill copy in case of existing connection   + ATTACHMENT

Connection Required *

Select Any One   ▼

Existing Connection

◯ Yes   ◯ No

14.2 Regular Connection During Construction* Enclose bill copy in case of existing connection   + ATTACHMENT

Connection Required *

Select Any One   ▼

Existing Connection

Once the all information is entered, click on save application. it will show screen as shown below:-

Existing Connection

○ Yes ○ No

14.2 Regular Connection During Construction* Enclose bill copy in case of existing connection **+ ATTACHMENT**

Connection Required *

Select Any One ▾

Existing Connection

○ Yes ○ No

15. Self Certifications

1. I _____ Proprietor/Partner/Director/Managing Director of M/s._____ hereby declare that the information given by my firm to Industries Department, Chandigarh in this Common Application Form (C.A.F) , is true to the very best of my knowledge, belief and Record.

2. Management of my firm assumes complete responsibility related to Liabilities of any nature that may arise due to the decision taken based on the information provided and contained in C.A.F form which may be inadequate, inaccurate, erroneous etc.

3. Further my company undertake to provide any additional information or clarification as required by industries Department, Chandigarh Administration or its agencies during and after processing our application.

4. I , understand that this Single Window Approval facility , through industries Department is to assist our firm in obtaining statutory Approvals expeditiously.

5. I _____ Proprietor/Partner/Director/Managing Director on behalf of my firm indemnify the Government Authority on any matter which is later deemed/declared incorrect or inappropriate and all further punitive/penalty acts shall be taken under the jurisdiction of Chandigarh Administration.

☐ I Accept Terms and Conditions

Application Date	Applicant Name
12/18/20	Himesh Sharma

Place *
_____

Signature* **+ ATTACHMENT**

Back **Reset All Form** **Save Application** **Submit and Lock Application**

Project Status

When CAF form all information entered and save application successfully after generate CAF application in **Project Status** section on dashboard. it will show screen as shown below:-

Project Status

Project Number/Name	Business Entity	Site Address	Application Date	View	Status	Action
58 / Himesh Sharma	IT Company	#13 , Chandigarh, Chandigarh, Chandigarh	2020-10-05T11:01:33.612Z	View	View Status	Edit

Application Status

Investor can able to View Status our application . It will show screen as shown below:

You Need To Fill Following Forms

Select any form to fill it.

Froms Name	Processing Time	Stage	Select	Status	Approved
Registration in GST	30.00	Pre Establishment	☐		
Approval of Building Plans of factories under the Factories Act, 1948	15.00	Pre Establishment	☐		
Factory License under the Factories Act, 1948	15.00	Pre Operational	☐		
Renewal of Factory License under the Factories Act, 1948	15.00	Pre Operational	☐		
Registration Certificate under the Motor Transport Workers Act, 1961	15.00	Pre Operational	☐		
Renewal of Registration Certificate under the Motor Transport Workers Act, 1961	15.00	Pre Operational	☐		
Registration Certificate to the Principal Employer under the Contract Labour Act, 1970	15.00	Pre Operational	☐		
Renewal of Registration Certificate to the Principal Employer under the Contract Labour Act, 1970	15.00	Pre Operational	☐		
License to Contractors under the Contract Labour Act, 1970	15.00	Pre Operational	☐		
Registration of Contractors under the Buikding and Other Construction Workers Act, 1996	15.00	Pre Operational	☐		
Grant of benefits under various Welfare Schemes under the PUnjab Labour Welfare Fund Act, 1965	15.00	Pre Operational	☐		
Mandate online filing of single integrated return under all the labour laws applicable in the State/UT	15.00	Pre Operational	☐		
Registration of establishment under the Inter State Migrant Workmen Act, 1979	15.00	Pre Operational	☐		
Shops and Commercial Establishments under the Punjab Shops and Commerical Establishment Act, 1958	15.00	Pre Operational	☐		
Renewal of Shops and Commercial Establishments under the Punjab Shops and Commerical Establishment Act, 1958	15.00	Pre Operational	☐		

Procedure to fill the Renewal Common Application Form

After Successful login, first you have dashboard please click on **"Apply Renewal"** .The Renewal common application form will be displayed(**On Next Slide**) of the forms to be filled.

Provide Applicant Details-Renewal

In this section Enter the name of person who is authorised to apply on behalf of the company, designation and address of the authorised person, name of proprietor, name of business. Once the all information is entered

Common Application Form - Renewal

✏ Renewal Form

1. Applicant Detail

First Name *

Middle Name

Last Name *

＋ATTACH PHOTO

Mobile Number *

2.Correspondence Address

Country *

State *

City *

PinCode *

Address Line 1 *

Address Line 2 *

Address Line 3

Fax Number

3.Firm Details

Name of Propretor/MD *

Designation *

Name Of Business Entit...

Type Of Business Ent...

Number of Directors/Pr...

Passport Number

Applicant is NRI?*

Site Details-Renewal

In this section enter the proposed site details plot number, area, upload rent deed, upload NOC from owner etc. Once the all information is entered, it will show screen as shown below:-

Name of Propretor/MD *

Designation *

Name Of Business Entit...

Type Of Business Ent...

Number of Directors/Pr...

+ ATTACHMENT

Passport Number

Applicant is NRI?*

○ Yes   ○ No

Aadhar Number *

PAN Number *

+ ATTACHMENT

GST Number

+ ATTACHMENT

MoU/Partnership Deed

+ ATTACHMENT

Certificate of Company
Incorpoationa/Registration

+ ATTACHMENT

UAM/EM-II/SSI Certific...

4. Site Detail

Plot Number *

Inustrial Area *

Sector *

Size of Industry *
Select Any One

Total Proposed Project ...

Total Built-up Area *

Certified Copy of freehold Ownership

○ Applicable   ○ Not Applicable

+ ATTACHMENT

Certified Copy of Leasehold Ownership

○ Applicable   ○ Not Applicable

+ ATTACHMENT

Rent Deed(tenancy)

○ Applicable   ○ Not Applicable

Certified copy of Rent Deed (tenancy)

+ ATTACHMENT

Noc from Owner

+ ATTACHMENT

Manufacturing Data-Renewal

Once the all information is entered. it will show screen as shown below:-

Project Renewal Status

When Renewal CAF form all information entered and save application successfully after generate Renewal CAF application in **Renewal Status** section on dashboard. it will show screen as shown below:-

Renewal Status

Project Number/Name	Business Entity	Site Address	Application Date	View	Status	Action
4171 / Himesh Sharma	Business Entity	Chandigarh , Chd, Chd, Chandigarh	2020-09-03T11:41:40.376Z	View	View Status	Edit

Renewal View Status

Investor can able to View Status our renewal application . It will show screen as shown below:

You Need To Fill Following Forms
Select any form to fill it.

Froms Name	Processing Time	Stage	Select	Status	Approved
Shops and Commercial Establishments under the Punjab Shops and Commerical Establishment Act, 1958	15.00	Pre Operational	☐		
Renewal of Shops and Commercial Establishments under the Punjab Shops and Commerical Establishment Act, 1958	15.00	Pre Operational	☐		
Factory License under the Factories Act, 1948	15.00	Pre Operational	☐		
Renewal of Factory License under the Factories Act, 1948	15.00	Pre Operational	☐		
Registration Certificate under the Motor Transport Workers Act, 1961	15.00	Pre Operational	☐		
Renewal of Registration Certificate under the Motor Transport Workers Act, 1961	15.00	Pre Operational	☐		
Registration Certificate to the Principal Employer under the Contract Labour Act, 1970	15.00	Pre Operational	☐		
Renewal of Registration Certificate to the Principal Employer under the Contract Labour Act, 1970	15.00	Pre Operational	☐		
License to Contractors under the Contract Labour Act, 1970	15.00	Pre Operational	☐		
Registration of Contractors under the Buikding and Other Construction Workers Act, 1996	15.00	Pre Operational	☐		
Grant of benefits under various Welfare Schemes under the PUnjab Labour Welfare Fund Act, 1965	15.00	Pre Operational	☐		
Mandate online filing of single integrated return under all the labour laws applicable in the State/UT	15.00	Pre Operational	☐		
Registration of establishment under the Inter State Migrant Workmen Act, 1979	15.00	Pre Operational	☐		
Grant of Permission for Operation of new Unit under Air Act & Water Act.	30.00	Pre Operational	☐		
Grant of Renewal Permission for Operation of already existingUnitunder Air Act & Water Act.	30.00	Pre Operational	☐		
Grant of permission to operate health care facility (Bedded/Non-Bedded)	30.00	Pre Operational	☐		

Renewal Edit Application

Investor can able to **Edit** our renewal application . It will show screen as shown below: