

User Manual – SDP



Table of Contents

of Contents	2
Introduction	3
New Entrepreneur Registration-Workflow	3
Navigate to Registration Link	4
New Entrepreneur Registration	4
Fill Registration details	5
Forget Password	8
Change Password	10
Fill Basic details (Firm details)	. 11
Fill CAF-I (Pre-Establishment Services)	15
Fill CAF-II (Pre-Operational Services)	21
	Introduction New Entrepreneur Registration-Workflow Navigate to Registration Link New Entrepreneur Registration Fill Registration details Forget Password Change Password Fill Basic details (Firm details) Fill CAF-I (Pre-Establishment Services)

1.1 Introduction

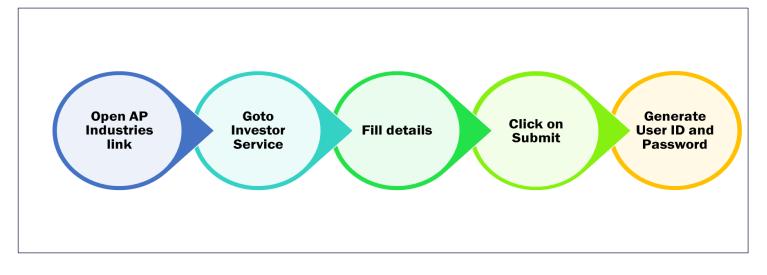
Single Desk Portal is a comprehensive One-Stop-Shop for all investment & business related information and services, providing unified access to multiple regulatory authorities and facilitating electronic payments for all clearances. The main features of the Single Desk Portal are as below

- Dashboard view of clearances in pipeline.
- 4 Mandating time-bound delivery of services.
- Comprehensive checklist of for all requisite approvals.
- Incentives under Industrial Policy 2015-20 to be facilitated.
- Single front-end portal interface across multiple departments.
- Common Application Form (CAF) across multiple departments.
- Transparent, unified, one-stop solution for investors with SLAs.
- Integration of requisite pre-establishment and pre-operation stage clearances.
- **4** Investor onboarding without need for physical interaction with various departments.
- Institutional arrangements for Single window clearances through State & District Bureau.
- Channel for routing queries and interacting with departments for additional documentation



1.2 New Entrepreneur Registration-Workflow

"New Entrepreneur" needs to fill in registration form, which in-turn will generate user id and password for further processing in Single desk Portal.

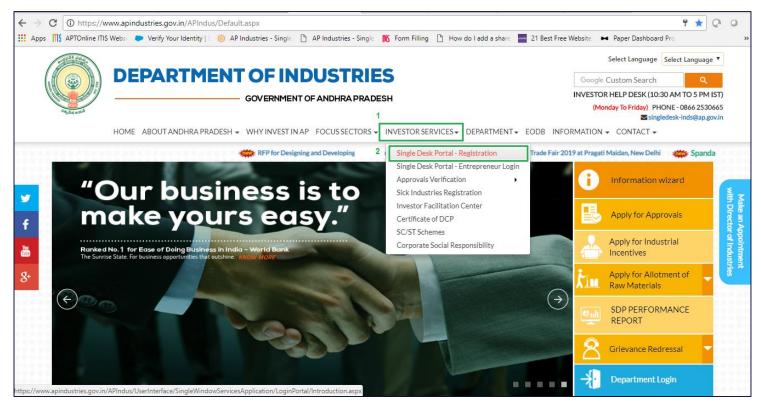


1.2.1 Navigate to Registration Link

Link : https://www.apindustries.gov.in/APIndus/Default.aspx

Compatible browser : Google Chrome, IE9 & IE 10

Navigation Path : Home Page \rightarrow Investor Services \rightarrow Single desk Portal -Registration (as shown in Pic -1)



Pic – 1

1.2.2 New Entrepreneur Registration

- 1. User is navigated to registration link.(as shown in Pic -2)
 - If New Entrepreneur, click on 1st highlighted link
 - If Existing entrepreneur, click on 2rd highlighted link
- 2. New Entrepreneur require industry details as below
 - Entrepreneur Ownership Name
 - Proposed Industry Name
 - Industry Address
 - Contact numbers
 - Copy of Pan card
 - Entrepreneur Photo
 - Authorization Letter

← -	e e	Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/LoginPortal/Introduction.aspx	₽☆ Q 0
A	ops	🖞 APTOnline ITIS Websi 🗼 Verify Your Identity 🗧 🍈 AP Industries - Single 📋 AP Industries - Single Korm Filling 🗋 How do I add a share	a 21 Best Free Website ► Paper Dashboard Pro >>>
	A THOMAS	DEPARTMENT OF INDUSTRIES	Select Language Select Language ▼ Google Custom Search Q INVESTOR HELP DESK (10:30 AM TO 5 PM IST)
	13	GOVERNMENT OF ANDHRA PRADESH	(Monday To Friday) PHONE-0866 2530665 Singledesk-inds@ap.gov.in
		HOME ABOUT AND HRA PRADESH - WHY INVEST IN AP FOCUS SECTORS - INVESTOR SERVICES - DEPARTMENT -	EODB INFORMATION - CONTACT -
		Welcome to Single Desk Portal	
11		Thank you for choosing to invest in Andhra Pradesh!	
Y		The Single Desk Portal assists you in obtaining the requisite clearances / approvals to establish and operate the proposed Enterpr	ise
f		To register, you will be required to provide following details -	
You Tube		Name	
		Address	
8+		PAN Card	
		Mobile No.	
		Email ID To proceed with Registration Please <u>Click here</u> If already registered, please <u>Click here</u> to Login Exisiting Entrepreneur can login by clicking here	
	C	onvright © 2016 Department of Industries. Government of Andhra Pradesh. All Rights Reserved	

Pic – 2

1.2.3 Fill Registration details

1. Fill the Personal details such as Designation of user, User name, date of birth, PAN card details(as shown in Pic – 3)

$\leftrightarrow \rightarrow c$	Secure https://www.apindustries.gov.	in/APIndus/UserInterface/SingleWindowServicesApplicatio	n/LoginPortal/Entrepreneur_Registration.aspx	د ۲ <u>۸</u> ۵۰
Apps	🕻 APTOnline ITIS Websi 🛛 🏷 Verify Your Identity S	🧼 AP Industries - Single	Filling 🗋 How do I add a share 🚥 21 Best Fre	ee Website 🛛 🛏 Paper Dashboard Pro
		ENT OF INDUSTRIES		Select Language Select Language Google Custom Search Q
13	esta anti	GOVERNMENT OF ANDHRA PRADESH		INVESTOR HELP DESK (10:30 AM TO 5 PM IST) (Monday To Friday) PHONE- 0866 2530665 Singledesk-inds@ap.gov.in
	HOME ABOUT AND HRA PRA	ADESH - WHY INVEST IN AP FOCUS SECTORS - INVEST	OR SERVICES - DEPARTMENT - EODB INF	FORMATION - CONTACT -
f	Designation in Firm *	Contact Details 3 Industry Details 4	Documents Upload 5 Declara	ation
You	First Name *		Last Name *	
8+	Relation Name * D/O *		Date of Birth (MM/DD/YYY	•••
	PAN (ex: aaaaa1111a)*	Confirm PAN *		
			Next >>	

2. Fill the Contact details such as Entrepreneur address, Entrepreneur mobile number, mail ID(as shown in Pic – 4)

Note – For Non Resident Entrepreneur (other than India), mention Home-country address and Current residing Indian address.

	reneur Registration 🗙 🔪 👘						Θ	-	ð	×
$- \rightarrow c$	🖁 🔒 Secure https://www.apindu	ustries.gov.in/APIndus/U	JserInterface/SingleWindowServicesApplica	tion/LoginPortal/Entrepre	neur_Registration.aspx		5	* ☆	2 0	
Apps	🕻 APTOnline ITIS Websi 🛛 🗭 Verify You	ur Identity 🗧 🌞 AP Indus	stries - Single 📋 AP Industries - Single 👖 Fo	orm Filling 🗋 How do Iado	a share 🛛 21 Best Free Web	osite 🛏 Paper Dashboard	l Pro			*
	A DEAL FOR					Select Language				
		TMENT	OF INDUSTRIES			Google Custom Search		۹		
TOUGHT IN					IN	VESTOR HELP DESK (10:3	30 AM T	TO 5 PM I	ST)	
		GC	OVERNMENT OF ANDHRA PRADESH			(Monday To Friday) PH		866 2530 nds@ap.go		
y	SINGLE DESK ENTRE				A	s marked by asterisk (*) are ma	andator	y.		
		2 Contact De	etails 3 Industry Details	4 Documents Uploa	ad 5 Declaration					
f	Country*	2 Contact De	Pin/Zip code*		ad 5 Declaration					
		v Contact De		SI		•				
	Country*	v		St	tate*					
You like	Country * SELECT	y y	Pin/Zip code *	St	tate * -SELECT	•				
You Tabe	Country * SELECT District *	v v	Pin/Zip code * City / Area *	51 - 51 •	tate * -SELECT	•				
You Tabe	Country * SELECT District * SELECT	v v	Pin/Zip code * City / Area * SELECT	51 - 51 •	tate * -SELECT treet Name *					
You like	Country * SELECT District * SELECT	v v	Pin/Zip code * City / Area * SELECT	51 - 51 •	tate * -SELECT treet Name *	·				
You Tabe	Country * SELECT District * SELECT House No.*	v v	Pin/Zip code • City / Area • SELECT Mobile No. •	51 - 51 •	tate * -SELECT treet Name *	· · · · · · ·				
f ™ 8+	Country * SELECT District * SELECT House No.*	v v	Pin/Zip code • City / Area • SELECT Mobile No. •	51 - 51 •	tate * -SELECT treet Name *					

Pic – 4

3. Fill the Industry details such as Proposed Industry Name in Andhra Pradesh, Address of the industry(as shown in Pic – 5)

HOME ABOUT ANDHRA PRADESH + WHY INVEST IN AP FOCUS SECTORS + INVESTOR SERVICES + DEPARTMENT + EODB INFORMATION + CONTACT +		DEPA		OF INDUSTRIE		[Google Custom Search NVESTOR HELP DESK (10:30 AM (Monday To Friday) PHONE-0	Q TO 5 PM IST) 0866 2530665
Fields marked by asterisk (*) are mandatory. 1 Personal Details 2 Contact Details 3 Industry Details 4 Documents Upload 5 Declaration Proposed Industry Name*		HOME ABOUT	ANDHRA PRADESH 👻 W	VHY INVEST IN AP FOCUS SECTORS -	INVESTOR SERVICES		MATION - CONTACT -	
Proposed Industry Name* Country* State* District* India Andhra Pradesh City / Area* Pincode*	2	SINGLE DESK ENTR	EPRENEUR REGIS	STRATION		Fiel	ds marked by asterisk (*) are mandato	ory.
Country* State* District* India Andhra Pradesh Select * Mandal* City/Area* Pincode*		1 Personal Details	2 Contact De	etails 3 Industry Details	4 Documer	nts Upload > 5 Declaratio	n	
India Andhra Pradesh Select Mandal* City / Area* Pincode*			•		APRADESH INVESTOR HELP DESK (10:30 AM TO 5 PM IST) (Monday To Friday) PHONE: 0866 2530665 Se singledesk-inds@ap.gov.in SCTORS + INVESTOR SERVICES + DEPARTMENT + EODB INFORMATION + CONTACT + Fields marked by asterisk (*) are mandatory. Details 4 Documents Upload 5 Declaration District *			
Mandal * City / Area * Pincode *		Proposed Industry Name						Theta C eect Language Image: Comparison of the co
				State *		District *		
SELECT V		Country •	•		T		T	
		Country * India	Ţ	Andhra Pradesh	•	Select	×	

 Upload the scanned copy of PAN card of entrepreneur, Entrepreneur Photo, Authorization Letter on Company letterhead under Documents Upload tab(as shown in Pic – 6)

🗋 Entrepreneu	Registration ×	Θ	-	٥	×
← → C 🕻	Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/LoginPortal/Entrepreneur_Registration.aspx	Ŧ	' ☆ C	0	:
👯 Apps 👖 AF	Online ITIS Webs 💿 Verify Your Identity 🗧 🍈 AP Industries - Single 🌓 AP Industries - Single 🐧 Form Filling 🕒 How do I add a share 🔤 21 Best Free Website 🛏 Paper Dashboard	d Pro			**
and a second		Select La	anguage '	-	*
	DEPARTMENT OF INDUSTRIES Google Custom Search	GOVERNMENT OF ANDHRA PRADESH INVESTOR HELP DESK (10:30 AM TO 5 PM IST) (Monday To Friday) PHONE-0866 2530665 Singledesk-inds@ap.gov.in T ANDHRA PRADESH WHY INVEST IN AP FOCUS SECTORS INVESTOR SERVICES DEPARTMENT EODB INFORMATION CONTACT REPRENEUR REGISTRATION Fields marked by asterisk (*) are mandatory.			
	GOVERNMENT OF ANDREAPRADESH				
1452 1452	dia				
	HOME ABOUT ANDHRA PRADESH + WHY INVEST IN AP FOCUS SECTORS + INVESTOR SERVICES + DEPARTMENT + EODB INFORMATION + CONTACT +				
	SINGLE DESK ENTREPRENEUR REGISTRATION				
			-		
Y		andatory.	1		
	1 Personal Details 2 Contact Details 3 Industry Details 4 Documents Upload 5 Declaration				
f	Upload copy of PAN Card* Choose File No file chosen				
You Tille	Upload your photo " Choose File No file chosen				
g+	Upload Authorization Letter Choose File No file chosen				
0	Note: Max size 1Mb for each file and only jpg/png/jpeg formats are allowed				
	<< Previous Next >>				
					8. S. I.
					4.01
Copyri	ht © 2016 Department of Industries, Government of Andhra Pradesh, All Rights Reserved				
Conter	of this website is published and managed by Department of Industries & Commerce: Government of Andhra Pradesh For any query regarding this website. Contact the Web Information M	lanager .			-

Pic – 6

- 5. Self-Declaration(as shown in Pic 7)
 - a) Verify the entrepreneur details in earlier steps.
 - b) Enter the 6 digit OTP, received in registered mobile number
 - c) Click on SUBMIT.

Entrepreneur Registration X	Θ -	- 6	X
← → C 🕯 Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/LoginPortal/Entrepreneur_Registration.aspx	루 ☆	z Q	0 :
🔛 Apps 👖 APTOnline ITIS Websi 🗭 Verify Your Identity 🕸 🍈 AP Industries - Single 🗋 AP Industries - Single 🐧 Form Filling 🎦 How do I add a share 🔤 21 Best Free Website 🛏 Paper Dashboard	Pro		**
Select Language	Select Langu	uage 🔻	Í
Google Custom Search		۹	
GOVERNMENT OF ANDHRA PRADESH INVESTOR HELP DESK (10.30	0 AM TO 5 I	PM IST)	
(Monday To Friday) PHC	ONE- 0866 2 desk-inds@a		
HOME ABOUT AND HRA PRADESH + WHY INVEST IN AP FOCUS SECTORS + INVESTOR SERVICES + DEPARTMENT + EODB INFORMATION + CONTACT +			_
SINGLE DESK ENTREPRENEUR REGISTRATION			
Fields marked by asterisk (*) are ma	indatory.		
f Note : Please fill and upload all the mandatory fields and documents in the previous panels to get OTP			
Enter 6 digit One Time Password (OTP) sent through SMS Enter 6 digit OTP, received in registered mobile number			111
8 Click here to resend OTP			111
Click to certify			
This is to certify that the information furnished is true and correct to the best of my knowledge and belief.			
Note : For delegating the authority for use of SDP to any other official in your organization. Please use User management to delegate the responsibility			
Submit Cancel			

1.2.4 Forget Password

Link : <u>https://www.apindustries.gov.in/APIndus/Default.aspx</u>

Navigation Path : Home Page \rightarrow Investor Services \rightarrow Single desk Portal – Entrepreneur Login (as shown in Pic -8)

\leftarrow \rightarrow C \bigcirc apind	ustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/Public/EntrepreneurLogin.aspx 🗞 🏠
-Section Box-	⊠ singledesk-inds@ap.go
	HOME ABOUT ANDHRA PRADESH - WHY INVEST IN AP FOCUS SECTORS - INVESTOR SERVICES - DEPARTMENT - EODB INFORMATION - CONTACT -
Entreprene	eur Login
_	Username
×	Password
f	
Yun Cite	Enter Captcha here
	Captcha letters are case sensitive
8	
	Forgot Password? Click here
	New User? Click steps to Register
/	

Pic – 8

1. Enter the User-Name and then click on SEND OTP(as shown in Pic – 9)

Password Recovery - Ent: ×	Θ -	٥	×
← → C 🗎 Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/LoginPortal/ForgotPassword.aspx	무 ☆ (2 0	÷
🔢 Apps 📶 APTOnline ITIS Websi 🔈 Verify Your Identity 🕸 🧶 AP Industries - Single 🗋 AP Industries - Single 🐧 Form Filling 🗋 How do I add a share 🔤 21 Best Free	Website 🛏 Paper Dashboard Pro		>>
GOVERNMENT OF ANDHRA PRADESH	Select Language Select Language Google Custom Search Q INVESTOR HELP DESK (10:30 AM TO 5 PM IS (Monday To Friday) PHONE-0866 25306 Singledesk-inds@ap.gov	T) 65	Â
HOME ABOUT ANDHRA PRADESH)RMATION		
Password Recovery - Entrepreneur Password Recovery - Entrepreneur			

Pic – 9

2. Select the mode of communication(registered mobile number or email ID or both) to receive OTP (as shown in Pic -10)

\leftrightarrow	C Secure	https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/LoginPortal/ForgotPassword.aspx		¶☆ Q	0
Н Арр	s TS APTOnline ITIS	Websi 🗼 Verify Your Identity 🗧 🍈 AP Industries - Single 🌓 AP Industries - Single 👖 Form Filling 🌓 How do I add a share 🔤 21 Best Free We	bsite 🛛 🛏 Paper Dashboard Pro		»
	stadi page		Select Language Select	:t Language 🔻	
		DEPARTMENT OF INDUSTRIES	Google Custom Search	٩	
		GOVERNMENT OF ANDHRA PRADESH	VVESTOR HELP DESK (10:30 AN	4 TO 5 PM IST)	
	Adjužić sotuć		(Monday To Friday) PHONE- Singledesk	- 0866 2530665 <-inds@ap.gov.in	
		HOME ABOUT ANDHRA PRADESH - WHY INVEST IN AP FOCUS SECTORS - INVESTOR SERVICES - DEPARTMENT - EODB INFORM	MATION - CONTACT -		
		Password Recovery - Entrepreneur			
y		1 - Select the mode for receiving OTP			
f		Send password via Mail.			
You Tube		2 Send Password & Cancel			
8+					

Pic – 10

3. Temporary OTP sent to registered mobile number or email ID or both (as shown in Pic – 11) from Single desk portal, AP industries.

From: <<u>singledesk-inds@ap.gov.in</u>> Date: Wed, Oct 23, 2019, 2:35 PM Subject: AP Industries Single Desk Portal - Login Details. To: 'Registered email ID Dear. XXXXXX Your request for password has been received. Your Password for Single Desk Portal is HX4*n2\$! Single Desk Portal, Dept. of Industries.

Pic – 11

4. Enter the OTP received in registered mobile number or email ID(as shown in Pic – 12)

← → C 🔒 Secure	https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/LoginPortal/ForgotPassword.aspx	₹☆ Q 0
Apps IIIS APTOnline ITIS	Websi 🗭 Verify Your Identity 🗧 🍈 AP Industries - Single 🌓 AP Industries - Single ၊ K Form Filling 🗋 How do I add a share 🔤 21 Best Free V	Vebsite 🕨 Paper Dashboard Pro
	DEPARTMENT OF INDUSTRIES GOVERNMENT OF ANDHRA PRADESH	Select Language Select Language Google Custom Search Q INVESTOR HELP DESK (10:30 AM TO 5 PM IST) (Monday To Friday) PHONE- 0866 2530665 Singledesk-inds@ap.gov.in
	HOME ABOUT ANDHRA PRADESH + WHY INVEST IN AP FOCUS SECTORS + INVESTOR SERVICES + DEPARTMENT + EODB INFO	RMATION - CONTACT -
¥ f æ	Password Recovery - Entrepreneur Image: I	

Pic – 12

5. User will be routed to Home Page.

1.2.5 Change Password

Link : <u>https://www.apindustries.gov.in/APIndus/Default.aspx</u>

Navigation Path : Home Page \rightarrow Investor Services \rightarrow Single desk Portal – Entrepreneur Login \rightarrow Enter User ID and Password(as shown in pic – 13)

DEI	PARTMEN	T OF INDUS	TRIES			DIPP T	EST ed in 23-Oct-2019 02:38 Pl	м
Angular and a		- GOVERNMENT OF ANDHR		1.Click here		I Support 6 PM IST)	040 66675713 0866 2530665	
HOME APPLY FOR APPROV	ALS - APPROVALS APPLIE	D FOR - REPOSITORY - RENE	WALS - IMPORTANT LINKS MY PROFILE	CHANGE PAS	SWORD C	CONTACT U	IS LOGOUT	
User Nam	-	lipptest	Your password should have • at least 8 characters					
User Nam Current P New Passi	assword*	fipptest Enter Current Password Enter New Password						
Current P.	assword* word*	Enter Current Password	atleast 8 characters atleast one upper case characters	cter (a-z)	@#\$^&*;	~)		

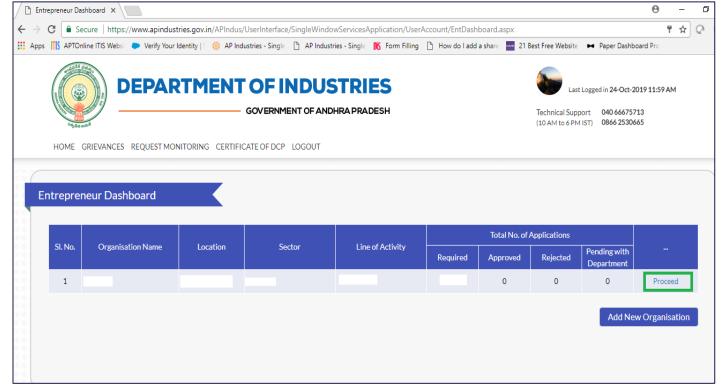
Pic – 13

1.3 Fill Basic details (Firm details)

User needs to fill the Basic Details/Firm Details



- 1. Open Andhra Pradesh Department of Industries website. https://www.apindustries.gov.in/APIndus/Default.aspx
- 2. Login SDP
 - a. Click on the 'Investor Services' tab and select 'Single Desk Portal Entrepreneur Login', if the user is already registered on Single Desk Portal. If not registered, select the first option, 'Single Desk Portal – Registration' to register on the system and then login.
- 3. Dashboard \rightarrow Click on PROCEED to add Organization details.(as shown in Pic 14)



Pic – 14

4. Fill Sector and Enterprise Details such as Industry sector, line of activity, district in which industry will be set-up, Industry ownership type(as shown in Pic – 15)

User Registration M	dule X G declaration form	at - Goo 🗙 🎦 Basic Details	×				θ	-	٥		Х
→ C Secu	e https://www.apindustrie	s.gov.in/APIndus/UserInterface,	/SingleWindowServicesApplicati	ion/UserAccount/Bas	sicDetails.aspx			Q 🕁	Q	0	
Apps 🔣 APTOnlin	ITIS Websi 🛛 🍋 Verify Your Ider	ntity 🗧 🍈 AP Industries - Single	🗋 AP Industries - Single K For	rm Filling 🗋 How do	l add a share 🔤 21 Best	Free Website 🛛 🛏 Paper Dashbo	oard Pro				»
	DEPART	GOVERNMENT O	DUSTRIES DF ANDHRA PRADESH			Leela Praveen Last Logged in 23-Oct-201 echnical Support 040 6667571 08AM to 6 PM IST) 0866 253066	3	I			
HOME APP	FOR APPROVALS - APPROVA	ALS APPLIED FOR - REPOSITORY	■ RENEWALS ■ IMPORTANT LINK	S MY PROFILE CHAI	NGE PASSWORD CONTAC	TUS LOGOUT					
Firm Enrollm	Sector & Enterprise Details	A Investment Details	Land Details		Other Details	Terms & Conditions					
Please select t	e Sector *	Please si	elect the Line of Activity *		Please select district	t where unit is going to be set up *					
Select		•Selec	:t	٣	Select		•				
Please select E	terprise Ownership*	×									
			Save & Continue	Reset							

Pic – 15

- 5. Fill Investment Details such as
 - Type of enterprise(industry)
 - Name of enterprise(industry)
 - Investment amount
 - Land cost
 - Building cost Amounts to be enter ONLY in Lakhs
 Note Based on the answer selected, other fields will be populated based

(as shown in Pic – 16)

asic Details ×				Θ	_	٥	
C Secure https://www.apindus	stries.gov.in/APIndus/UserInterface/SingleW	/indowServicesApplication/UserAcc	ount/BasicDetails.aspx		ର ☆	0	0
ps 📲 APTOnline ITIS Websi 🛛 🗭 Verify Your	Identity 🗧 🍈 AP Industries - Single 📑 AP Ir	ndustries - Single K Form Filling 🗋	How do I add a share 🔤 21 Best F	ree Website 🛛 🛏 Paper Dashboard Pro			
с. с. н							1
Firm Enrollment							
v	0						
Sector & Enterprise Detail	Is Investment Details	Land Details	Other Details	Terms & Conditions			
vestment Details							
Please select Type of Enterprise *	 Manufac 	ture 🔘 Service					
Please select status of Enterprise *	○ New ○	Already Existing O Expansion					
Please enter Name of the Enterprise *							
Please Provide Investment in Plant & Machi	inerv*	(Amount in Lakhs)					
Please Provide Land Cost *		(Amount in Lakhs)					
Please Provide Building Cost *		(Amount in Lakhs)					
Do you have IEM (Industrial Entrepreneur N IL (Industrial License) ? *	Memorandum) or 💿 Yes 💿	No					
		Save & Continue Reset					

Pic – 16

- 6. Fill Land Details
 - Availability of land?
 - Type of land
 - Ownership
 - Land administered by IALA (as shown in Pic 17)

C Secure https://www.apindustries.go	v.in/APIndus/UserInterface/SingleW	indowServicesApplication/UserAcco	unt/BasicDetails.aspx	Q	☆ Q	0
ops IS APTOnline ITIS Webs - Verify Your Identity	🗧 🍈 AP Industries - Single 📑 AP In	ndustries - Single 👖 Form Filling 🗋	How do I add a share 21 Best			
	GOVERNMENT OF ANDHR			Last Logged in 23-Oct-2019 05:49 PM echnical Support 040 66675713 L0 AM to 6 PM IST) 0866 2530665		
HOME APPLY FOR APPROVALS APPROVALS A Firm Enrollment	PPLIED FOR ▼ REPOSITORY ▼ RENEW	ALS ▼ IMPORTANT LINKS MY PROFIL	E CHANGE PASSWORD CONTAC	T US LOGOUT		
Sector & Enterprise Details	Investment Details	Land Details	Other Details	Terms & Conditions		
	or setting up the enterprise?		les 🔘 No			
Click here to know	change of Land use clearence required o	ir not				
Please select Type	of Land*		CLand	T		
Lease / Own*			ect D Land			
Is the land adminis	tered by IALA ?		/Assigned te Land			
		Save & Continue Reset				

7. Fill Other Details

- a. Note Based on the answer selected, other fields will be populated.
 - Type of Industry
 - Bulk drugs details
 - Water resource
 - Power details (as shown in Pic 18)

	Basi	c Details	;	×								Θ	-	٥		×
\leftarrow	\rightarrow	C	Secure	https://ww	/w.apindustries.gov.in/	APIndus/UserInterface/Singl	leWi	indowServicesApplication/UserAc	.ccount/BasicDetails.aspx				ର ☆	0	0	:
	Apps	ITIS AF	PTOnline ITIS	S Websi 🛛 🗢	Verify Your Identity S	🌞 AP Industries - Single 📑 🖌	AP In	ndustries - Single 🛛 🕅 Form Filling	💾 How do I add a share	21 Best Free Website	 Paper Dash 	board Pro				>>
	Fi	r <mark>m En</mark>	rollment	t												^
						⊘		⊘			-					
				Sector & Ente	erprise Details	Investment Details		Land Details	Other Details	Term	s & Conditions	3				
	Ot	her Det	tails													1
		Industr	y Type (AP-	PCB Categor	(v)		S	Select Industry Type			•					1
																1
																1
		Do you	require Bul	k Drugs clea	rance ?*		0	Yes 🔘 No								1
		Does th	ne Line of Ac	ctivity fall un	der Hazardous Category	?*	0	Yes 🔘 No								
								Ground Water		Municipality						1
		Select \	Nater Sourc	ce "				Municipal Corporation Water from River / Tank etc & Irrig	Gram Panchayat gation None	Urban Water Supply						1
		Does ar	ny of your in	stallations e	κceeds 33KV (or) Have bι	uildings with height more than		V a N								
		15 met	ers?*				0	Yes 🔘 No								
		Contra	cted Load in	KVA*												1
		Note: It	t is mandato	ory to click or	Show Clearances buttor	to know your clearances list be	fore	clicking on Save and Continue								
								Show Clearances								1
								Save & Continue Reset								

Pic – 18

b. Upon filling the details, click on "Show Clearances". (as shown in Pic – 19)

/ 🗅) Basi	ic Details X	• \				Θ	-	٥		×
\leftarrow	\rightarrow	C Secure htt	tps://www.ap	pindustries.go	v.in/APIndus/UserInterface/SingleWindowServicesApplication/UserAccount/BasicDetails.aspx			Q ☆	Q	0	:
	Apps	APTOnline ITIS We	ebsi 🜔 Verif	ify Your Identity	🗧 🍈 AP Industries - Single 📋 AP Industries - Single 🐧 Form Filling 📋 How do I add a share 🔤 21 Best Free Website	M Paper Dashboard	l Pro				»»
											^
880 886											
			tor & Enterpri	Required	Clearances for Pre-Establishment	& Conditions					
						A					
				Dear leel	a praveen, proposed to invest Rs 10 Lakhs for setting up of unit with line of activity: Aluminium Utensils. Your industry is categorized as						
			3 Category)		proposed to invest RS 10 takins for setting up of unit with line of activity. Aluminium Otensis, Your industry is categorized as terprise Category.						
			a Pradesh Pol	Click here	b to download the Common Application Form (CAF-I), which is required for all Pre-establishment clearances.						
			orts and Con	List of Pre	e-establishment clearances requiring only Common Application Form (CAF-I):						
			rugs clearanc	SI. No.	Clearance Name						
			ty fall under	1	Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV						
				2	Factory Plan Approval						
				3	Water Connection and Approval for water supply sanction from Municipal Corporations						
			llations excee	4	Permission to dig new wells	1.00					
			Ά*		e-establishment clearances requiring Department specific application along with Common Application Form (CAF-I): the pdf image to download the department specific application form)						
			o click on She	SI. No.	Clearance Name						
					tin na obiatia olatina. D	•					
					Save & Continue Reset						-

8. Accept the terms and Conditions and SUBMIT the form(as shown in Pic – 20)

🗋 🖪 Bas	sic Details	×					•			Θ	-	٥	Х
$\leftarrow \rightarrow$	C Secure	https://www.ap	oindustries.gov.i	n/APIndus/UserInterf	ace/SingleWindowServ	icesApplication/Use	rAccount/BasicDetails.aspx				ର ☆	Q	◎ :
Apps	aPTOnline l	TIS Websi 🛛 🍋 Verit	fy Your Identity S	AP Industries - Single	gle 🗋 AP Industries - S	ingle 👖 Form Filling	How do I add a share	21 Best Free Website	M Paper Dashbo	oard Pro			*
		DEP	ARTME		DUSTRIE			C Philippine		713	M		
Fi	irm Enrollme	nt 📀				•			Terms & Conditions				
Те	erms & Conditio Click her I hereby	e		investment De	airs	Land Details	Other Deta	IS	Terms & Conditions				
	Copyright © 2	016 Department of	Industries, Gover	nment of Andhra Prades	h, All Rights Reserved				sunris	eap-admii	n@ap.go	v.in	

Pic – 20

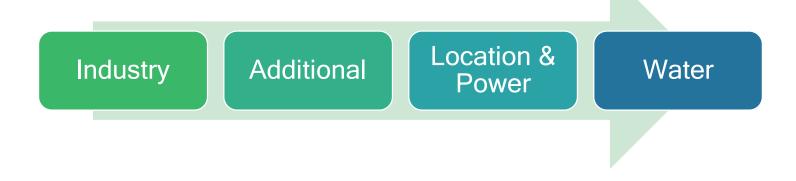
Once the Basic details of the Industry has been filled successfully, User can view the list of clearance required for the establishment/operations of the desired industry.

Pre-Establishment Services \rightarrow Clearance required to be obtained before setting-up an industry

Pre-Operation Services \rightarrow Clearance required to be obtained before initiating the operations in an industry

1.4 Fill CAF-I (Pre-Establishment Services)

1. User is required to fill Common application form – I(CAF-I) to apply for the clearance in pre-establishment stage.



- User can fill CAF-I, immediately after submitting basic details/Firm details. (OR)
- User can fill CAF-I, after sometime by clicking on PROCEED against the desired industry and then select Pre-establishment (as shown in Pic – 21)

🖉 🗋 Entre	preneur Da	ashboard ×								θ	-	ð	>
$\leftarrow \rightarrow$ (C 🔒 s	ecure https://www.apindus	tries.gov.in/APIndus	/UserInterface/SingleWindo	wServicesApplication/Use	erAccount/EntDashl	ooard.aspx				☆	0	0
Apps	APTO	nline ITIS Websi 🛛 🍋 Verify Your	ldentity 🗧 🍈 AP Inc	dustries - Single 📋 AP Indust	ries - Single 🛛 🏌 Form Filling	g 🗋 How do Iadd a	a share 🔤 21 B	lest Free Website	M Paper Dashb	oard Pro			>0
		DEPAR	TMENT	OF INDUS	STRIES								
				GOVERNMENT OF AND	HRAPRADESH								
							·						
			NITORING Serv	ices									
En				Pre-Establishment Ser	vices	Pre-Operational S	ervices						
				Legal Metrology Serv	ices	Other Service	s *	plications					
			Loca					Rejected					
	1		Prakasam		Cancel			0					
	2		Srikakular					0					
			Anantapur	Bulk Drugs, Pharmaceuticals	Bulk drugs Pharmaceutica	als 32	0						

Pic – 21

2. Click here – to fill CAF-I(as shown in Pic – 22)

· · ·	ecure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesA	pplication/UserAcco	unt/ApplicationClea	rences.aspx		QT	ŵ
pps 👖 APTO	Inline ITIS Websi 🛛 🗭 Verify Your Identity 🗧 🌼 AP Industries - Single 🗋 AP Industries - Single	📧 Form Filling	How do I add a share		and the second		
	DEPARTMENT OF INDUSTRIES			V	Last Logged in 25-Oct-2019 1	F1:08 AM	
State est	GOVERNMENT OF ANDHRA PRADESH			Technical Sup (10 AM to 6 PM			
HOME A	PPLY FOR APPROVALS ← APPROVALS APPLIED FOR ← REPOSITORY ← RENEWALS ← IMPORTANT LINKS M	PROFILE CHANGE PAS	SWORD CONTACTUS I	LOGOUT			
Dro Establi	shment Clearance Desk						
Pre-Establi	shment Clearance Desk						
You have pr	oposed to invest Rs 234 Lakhs (Plant and Machinery) for setting up of unit with line of activity: Leather cutting an	d stitching (more than 10	machines and using moto	r). Your industry is catego	rized as Small Enterprise	Category.	
Click here to	o fill the Common Application Form (CAF-I) which is required for all Pre-Establishment clearances and pay the Pr	ocessing Fee to the Depa	rtment of Industries.				
	stablishment clearances requiring only Common Application Form (CAF-I):						
(Click on the	e pdf image to download the Common Application Form) ≽						
(Click on the SI. No.	p df image to download the Common Application Form) 🔀 Clearance Name	Application Filling Date	Department Received Date	Approval / Rejected Date	Status	File ID	
					Status Yet to Apply	File ID	
SI. No.	Clearance Name					File ID	
Sl. No. 1	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV				Yet to Apply	File ID	
SI. No. 1 2	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV Electrical Inspectorate statutory approval for drawings				Yet to Apply Yet to Apply	File ID	
Sl. No. 1 2 3	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV Electrical Inspectorate statutory approval for drawings Factory Plan Approval				Yet to Apply Yet to Apply Yet to Apply	File ID	
Sl. No. 1 2 3 4	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV Electrical Inspectorate statutory approval for drawings Factory Plan Approval Building permission from Gram Panchayat				Yet to Apply Yet to Apply Yet to Apply Yet to Apply	File ID	
SI. No. 1 2 3 4 5	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV Electrical Inspectorate statutory approval for drawings Factory Plan Approval Building permission from Gram Panchayat Building/Site Permission / Approval from DT & CP				Yet to Apply Yet to Apply Yet to Apply Yet to Apply Yet to Apply Yet to Apply	File ID	
SI. No. 1 2 3 4 5 6 7 List of Pre-E	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV Electrical Inspectorate statutory approval for drawings Factory Plan Approval Building permission from Gram Panchayat Building/Site Permission / Approval from DT & CP Water Connection and Approval for water supply sanction from Municipal Corporations	Date			Yet to Apply Yet to Apply Yet to Apply Yet to Apply Yet to Apply Yet to Apply	File ID	
SI. No. 1 2 3 4 5 6 7 List of Pre-E	Clearance Name Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV Electrical Inspectorate statutory approval for drawings Factory Plan Approval Building permission from Gram Panchayat Building/Site Permission / Approval from DT & CP Water Connection and Approval for water supply sanction from Municipal Corporations Permission to dig new wells Establishment clearances requiring Department specific application along with Common Application Form (CAF-I	Date			Yet to Apply Yet to Apply Yet to Apply Yet to Apply Yet to Apply Yet to Apply	File ID	

Pic – 22

Fill industry details such as name and address of the industry, nature of organization(type of ownership) (as shown in Pic – 23)
 Note – Few fields will be automatically populated from Basic details/Firm details

orm1A ×					Θ	-	٥	-
C Secure https://www.apindustries	.gov.in/APIndus/UserInterface/	/SingleWindowServicesA	Application/ApprovalProcess	s/PARTA/Form1A.aspx		Q 🖞	Q .	Q
os 🔣 APTOnline ITIS Websi 🜔 Verify Your Ident	ity 🗧 🍈 AP Industries - Single	AP Industries - Single	Form Filling 🗋 How do	o I add a share 🛛 🔤 21 Best Free Website	► Paper Dashboard Pro			
Common Application Form (CAF-I)								
		0	•	•				
	V	0						
	Industry Details	Additional Details	Location & Power Details	Water Details				
1.1 NAME & ADDRESS OF THE PROMOTER/INDUSTRIAL UN	DERTAKING							
Name of the Industrial Undertaking*	Name of the	e Promoter/ Partner with surname fir	rst "	Father/Spouse Name * : S/C asdasd				
Age *	Gender*	 Female 		Occupation*				
28		0		aaddasd				
UID (Aadhaar) No :								
	Street Nam	2*		Villang/Town*				
L2 ADDRESS FOR COMMUNICATION	Street Nam Address	e*		Village/Town*				
House No." adad	Address	e"		HYD				
House No." adad Mandal"	Address District*	e 		HYD Pincode*				
adad	Address	¢*		HYD				
House No." adad Mandal"	Address District*	¢		HYD Pincode*				

Pic – 23

4. Fill additional details such as line of manufacturing, list of raw materials used, total project cost, employment details(as shown in Pic – 24)

os IIIS APTOnline ITIS Websi	Verify Your Identity S	AP Industries - Single	AP Industries - Single	🕅 Form Filling	How do I add a share	21 Best Free Website	► Paper Dashboard Pro		
		0-	0						
		Industry Detail	Additional Details	Location & Power Detail	s Water Details				
5.1 LIST OF LINE OF MANUFACTURE									
Item Description		Units			Quantity			Add	
								Add	1
	Item Description		U		Quar				
dsfast			c	sf	22		Delete		
5.2 LIST OF RAW MATERIALS USED IN PRO	CESS								
Item Description		Units			Quantity			Add	
aodf	Name Of Material		RawUnits		R	awQuantity 22	Delete		
			Us1				Leeve		
5.3 Details of Plant & Machinery				5.4 Brief description of manu					
Choose File No file chosen				Choose File No file chosen					
5.5 Type and Nature of wastes and effluents th	is Constitution and the matheods of their diseased								
Choose File No file chosen									
6.0 PROJECT COST									
6.0 Estimated Project Cost" New Unit	Substantial Expansion	6.1 Land (in La	khs.)		6.2 Building	(in Lakhs.)			
 Diversification 	 Substancial expansion 	234			234				
6.3 Plant and Machinery (in Lakhs.)*			f (6.1 + 6.2+6.3)(in Lakhs.)*						
234		702							

Pic – 24

5. Fill location and Power details, address of industry which will be set-up, estimated power required(as shown in Pic – 25)

/ D	For	m1A	×			,			Θ	-	٥		×
←	\rightarrow	С	Secure https://w	ww.apindustries.gov.in/	APIndus/UserInterfa	ce/SingleWindowServices/	Application/ApprovalProcess/PAR	RTA/Form1A.aspx		ର ☆	0	0	:
III 4	pps	ITIS	APTOnline ITIS Websi	Verify Your Identity S	AP Industries - Sing	le 🗋 AP Industries - Single	Ň Form Filling 🗋 How do I add	d a share 🛛 🔤 21 Best Free Website	Paper Dashboard Pro				*
													^
						O							
					Industry Details	Additional Details	Location & Power Details	Water Details					
	8.	J DEI	AILS OF EXISTING APPROVALS	OF FACTORIES DEPT GRAM P	ANCHAYAI / MUNICIPALI	TY / ELECTRICITY / WATER IF ANY							
		Refe	rence No.		Date		Clearance			_	_		
							Select	Y		A	dd		
	_												
	9.) pro	POSED LOCATION OF THE FAC	TORY									
		Prop	osed factory Type: *										
		۲	Industrial Estate	 Industrial Development Ar 	ea	 Special Economic Zone 	 Private Estate 	 Others 					
		9.1 L	ocation/Name of IE/IDA/EZ/PE:*										
			ry Location:										
		Surve 234	ty No*		Extent	(In Sq.Mts)*		Street Name*					
		Distr			Manda	•		Village/Town*					- 1
		Chit			Sele			11122010001					
		Pince	de *		Mobile	No		Nearest Telephone No					
	10	.0 PO	WER REQUIRED FOR THE UNIT										
		10.1	Contracted Load Maximum Demand	lin HP*									

Pic – 25

- 6. Fill Water Details such as water, sewer connection details, and permission to draw water (as shown in Pic 26).
- 7. Preview the CAF-I form

		n/APIndus/UserInterface/Sing					Qź	* Q
ps []S APTOnline ITIS Websi 🧧	Verify Your Identity 5	AP Industries - Single	AP Industries - Single	κ Form Filling 🕒 How do Ι	add a share 21 Best Free Web	site 💌 Paper Dashboard	Pro	
				O				
	Ind	ustry Details A	dditional Details	Location & Power Details	Water Details			
11.0 WATER AND SEWER CONNI								
	ECHON DEIAILS							
11.1 Water Requirement :								
Water Supply from*		Drinking Water Quanti	ity (in KL / Day)*	Water for Processing Quantity (i	n KL / Day)*			
SELECT V								
Size of Water Supply connection a 15mm(1/2")	pplied for* 25mm(1")	40mm(1½")	50mm(2") Others				
Size of sewer connection applied f 5 15mm(1/2")	or* 25mm(1") 	40mm(1½")	50mm(2") 🔲 Others				
12.0 PERMISSION TO DRAW WA	TER							
Agency*								
 Ground Water 	 Irrigation 	on Other Sc	ources					
Area of Survey(in Acres)*				Requirement of Water Qua	ntity (in KL / Day)*			

Pic – 26

- 8. Preview the CAF-I form (as shown in Pic 27)
 - Click on "Preview your form", to verify the details which has been filled.
 - Click on "1"(to allow pop-up in browser) →Select Always allow pop-ups from <u>https://www.apindustries.gov.in</u> → Click on Done
 - User will be able to view the CAF-I form
 - Upon verification of the details, check the declaration and click on Submit application form

/ 🗋 Form	n1A	×					1	Θ	-	٥	
$\leftarrow \rightarrow$	С	Secure https://ww	vw.apindustries.gov.in/APInd	us/UserInterface/SingleWindo	wServicesApplica	tion/ApprovalProcess/PARTA/Form1A.aspx		5	☆	0	a
Apps	IT	S APTOnline ITIS Websi 🛛 🐡	Verify Your Identity 🗧 🌞 AP	Industries - Single 🕒 AP Indust	ries - Single 🛛 🚺 F	The following pop-ups were blocked on this page:					
		e of sewer connection ap ፪ 15mm(1/2")	plied for* 25mm(1")	回 40mm(1½")	🔲 50mm(2")	Continue blocking pop-ups	<u>Previe</u>	<u>ew.aspx</u>			
12.0	0 P	ERMISSION TO DRAV	V WATER			Manage pop-up blocking	D	one			
		ency* i Ground Water	Irrigation	Other Sources							
		ea of Survey(in Acres)* 44				Requirement of Water Quantity (in KL / Day)*					
Save											
	Preview Your Form										
4	C	Declaration									
		 I declare that the part 	rticulars given above are true	to the best of my knowledge a	nd belief. I shall of	ey the rules and regulations in force, If any deviation is found suitable actic	on mə	y be init	iated		
				5	ubmit Applicati	on Form					

Pic – 27

9. Upon successful SUBMIT(as shown in Pic - 28)

Di Form1A X	Θ	-	٥	×
← → C 🗎 Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/ApprovalProcess/PARTA/Form1A.aspx	4	1 ☆	0) :
📰 Apps 🔣 APTOnline ITIS Webs 🗢 Verify Your Identity : 🥯 AP Industries - Single 🖒 AP Industries - Single 🐧 Apron Hilling 🖒 How do I add a share 🔤 21 Best Free Website 🕶 Paper Dashboard	d Pro			>>
Common Application Form (CAF-I)				
You are required to pay processing fee to Department of Industries for Pre-Establishment clearance.				- 1
Please Click here to pay the processing fee.				
Please Click here download the submitted Common Application Form				
Convright © 2016 Denartment of Industries, Government of Andhra Pradesh, All Rights Reserved sunriseap-adr	min@ap.	.gov.in		
CAF-I has been downloaded,click to view the CAF-I				
COMMON APPLICpdf		S	how al	×

- a. User will be able to View CAF-I.
- b. User is requested to pay the processing fee
- 10. Online payment of processing fee (as shown in Pic 29)

Enclosure Payment ×	Θ – Φ					
← → C 🔒 Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/UserAccount/Enclosure_payment.aspx	\$ Q (
🔢 Apps 📶 APTOnline ITIS Websi 🗢 Verify Your Identity 🗧 🍈 AP Industries - Single 🕒 AP Industries - Single 🐧 Form Filling 🎦 How do I add a share 🔤 21 Best Free Website 🛏 Paper	Dashboard Pro					
	-Oct-2019 11:23 AM 66675713 2530665					
HOME APPLY FOR APPROVALS + APPROVALS APPLIED FOR + REPOSITORY + RENEWALS + IMPORTANT LINKS MY PROFILE CHANGE PASSWORD CONTACT US	LOGOUT					
Payment Details						
an Amount of Rs. 7500 is to be paid through challan towards single desk processing fee to the Department of Industries						
To make online challan payment please Click here						
Back						

Pic – 29

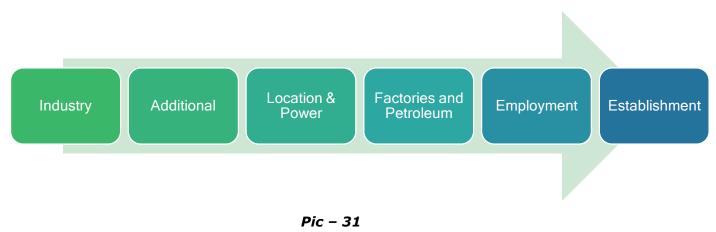
11. Proceed for payment (as shown in Pic – 30)

Enclosure Payment ×				θ	-	٥	
← → C 🔒 Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/UserAccount/Enclosure_payment.aspx						0	0
🗰 Apps 🔣 APTOnline ITIS Websi 🗢 Verify Your Identity 👔 🍥 A	P Industries - Single 📋 AP Industries - Sing	gle 👖 Form Filling 🗋 How do I add a shar	e 🔤 21 Best Free Website 🛏 Paper Dashboa	ard Pro			
Apps () APTOnline ITIS Webs: Verify Your Identity () ATONING ITIS Webs: DEPARTMEN DEPARTMEN HOME APPLY FOR APPROVALS - APPROVALS APPL Payment Details an Amount of Rs. 7500 is to be paid through challan tow. To make online challan payment please Click here	Challan Details Fee District Challan Amount: Note: Payment once made and debite back from Treasury. Note: If the amount is debited from y application, Please contact Support Tex	Rs.7500 Chittoor 7500 d from your account cannot be refunded your account and is not reflecting in the	21 Best Free Website Paper Dashbor Paper Dashbor DIPP TEST Last Logged in 25-Oct-20 Technical Support 040 6667571 (D AM to 6 PM IST) 0866 253066 HANGE PASSWORD CONTACT US LOGOU	019 11:23 AM 13 55			
	Name as : CFMS_And	Cancel Proceed for Payment					

Pic – 30

1.5 Fill CAF-II (Pre-Operational Services)

1. User is required to fill Common application form – II (CAF-II) to apply for the clearance in pre-Operational stage.



- 2. User can fill CAF-II, by clicking on PROCEED against the desired industry and then select Pre-establishment.
- 3. CAF-II filling is same as CAF-I (refer 1.9 Fill CAF-I (Pre-Establishment Services).
- 4. Upon submitting the CAF-II details, make an online payment for processing fee.
- 5. Application ID will be generated, for tracking purpose(as shown in Pic 32)

Common Application For X	Θ	-	٥	×	
+ C Secure https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/PreOperationalServices/ApprovalProcess/PartA/Form2A.aspx		☆	0 0) :	
🗰 Apps 👖 APTOnline ITIS Webs 🗼 Verify Your Identity 5 🛞 AP Industrie www.apindustries.gov.in says:	board Pro			**	
DETAILS OF THE REMITTANCES OF THE FEES Common Application Form has been submitted successfully. Application Id:CA01901377				Î	
(i) Name of the treasury Please keep this Id for further reference.					
(ii) Challan No OK					
(iii) Date					
(iv) Amount of fee paid					
STREAKER					
Preview Your Form					
Submit Application Form					
Convertet @ 2014 Department of Industries: Covernment of Andres Desdach All Direkte Deserved				÷	
COMMON APPLICpdf		Sł	now all	×	

Pic – 32