

# **USER MANUAL FOR APPLYING WEIGHTS AND MEASURES (LEGAL METROLOGY) DEPARTMENT OF INDUSTRIES-GOAP.**

Step 1: [Click Here](#) to go to the AP Single Desk Portal

Step 2: Select Single Desk Portal - Entrepreneur Login from Investor Services tab as shown below



The screenshot displays the official website of the Department of Industries, Government of Andhra Pradesh. The header includes the department's logo, name, and contact information. A navigation menu at the top features 'INVESTOR SERVICES', which is currently expanded to show a list of services. The 'Single Desk Portal - Entrepreneur Login' option is highlighted with a red box. Other services listed include Registration, Approvals Verification, Sick Industries Registration, e-filing of cases, e-payment of court fees, Investor Facilitation Center, Certificate of DCP, SC/ST Schemes, and Corporate Social Responsibility. The main content area features a banner with the slogan 'Our business is to make yours easy.' and a sidebar with various service links like 'Information wizard', 'Apply for Approvals', and 'SDP PERFORMANCE REPORT'.

Step 3: Enter User Name & Password



# DEPARTMENT OF INDUSTRIES

GOVERNMENT OF ANDHRA PRADESH

Select Language

Google Custom Search

INVESTOR HELP DESK (10:30 AM TO 5 PM)  
(Monday To Friday) PHONE- 0866 255  
✉ [singledesk-inds@ap.gov.in](mailto:singledesk-inds@ap.gov.in)

[HOME](#) [ABOUT ANDHRA PRADESH](#) [WHY INVEST IN AP](#) [FOCUS SECTORS](#) [INVESTOR SERVICES](#) [DEPARTMENT](#) [EODB](#) [INFORMATION](#) [CONTACT](#)

## Entrepreneur Login

Username

Password



Enter Captcha here

Captcha letters are case sensitive

Forgot Password? [Click here](#)  
New User? [Click Here to Register](#)

Step 4: On the Entrepreneur dashboard, select 'Proceed' against the Name of the Industry.

ENTREPRENEUR DASHBOARD

Sl. No	Organisation Name	Location	Sector	Line of Activity	Total No. of Applications				~
					Required	Approved	Rejected	Pending with Department	
1	praveen infra	Visakhapatnam	IT	IT-Infra	6	0	0	0	Proceed
2	Madhava Workshop	Anantapur	Leather	Leather footwear and leather products (excluding tanning and hide processing) (except cottage scale)...	7	0	0	0	Proceed
3	herbal plant	Visakhapatnam	Bulk Drugs, Pharmaceuticals	CHEMICALS AND ALLIED SUBSTANCES AND PRODUCTS	9	0	0	0	Proceed
4	Abids				0	0	0	0	Proceed

Step 5: Select 'Legal Metrology Service' tab for list of services provided by Legal Metrology Department. All Registration, Alterations and Renewal services of Legal Metrology Department are available under this tab.

GOVERNMENT OF ANDHRA PRADESH

Technical Support: 040 66675713 (10 AM to 6 PM IST) 0866 2530665

HOME GRIEVANCES REQUEST MONITORING CERTIFICATE OF DCP LOGOUT

Entrepreneur Dashboard

**Services**

- Pre-Establishment Services
- Pre-Operational Services
- Legal Metrology Services**
- Other Services

Cancel

Add New Organisation

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Step 6: View the list of services and select 'Apply' for the relevant service you want to apply for

Legal Metrology Services | Industries and Commerce Department, Andhra Pradesh [IN] | https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/UserAccount/LM\_Services.aspx

**DEPARTMENT OF INDUSTRIES**  
GOVERNMENT OF ANDHRA PRADESH

Profile Photo: Mr. Arun Kumar  
Technical Support: +91 8121730330 (10 AM to 6 PM IST), +91 7095370441, +91 9701995003

HOME APPLY FOR APPROVALS APPROVALS APPLIED FOR REPOSITORY RENEWALS IMPORTANT LINKS MY PROFILE CHANGE PASSWORD CONTACT US LOGOUT

**LEGAL METROLOGY SERVICES**

Sl. No.	Service Name	...
1	Alteration in registration of manufacturer/packer	Apply
2	Alteration of Dealer license	Apply
3	Alteration of manufacturing license	Apply
4	Alteration of repairing licenses	Apply
5	Grant / Renewal of dealing license	Apply
6	Grant / Renewal of manufacturing license	Apply
7	Grant / Renewal of repairing license	Apply
8	Registration as manufacturer/packer/importer	Apply
9	Skilled worker certificate	Apply

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Step 7: Proceed by selecting 'Click here to Apply'.

Industries and Commerce Department, Andhra Pradesh [IN] | https://www.apindustries.gov.in/APIndus/UserInterface/SingleWindowServicesApplication/UserAccount/LM\_Services.aspx

**DEPARTMENT OF INDUSTRIES**  
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HOME APPLY FOR APPROVALS APPROVALS APPLIED FOR REPOSITORY RENEWALS IMPORTANT LINKS MY PROFILE CHANGE PASSWORD CONTACT US LOGOUT

**REGISTRATION AS MANUFACTURER/PACKER/IMPORTER**

[Click here to Apply for Registration as manufacturer/packer/importer](#)

You have not applied for Registration as manufacturer/packer/importer yet !!

Back

The Single Desk Portal has been integrated with the e-District system of the Government of Andhra Pradesh for providing services of the Legal Metrology Department through the Single Desk Portal. Upon selecting 'Click Here' as indicated above, the system automatically routes the applicant to the e-District / Mee-Seva system for competing the

remaining application procedure without the need for a separate registration and log-in to the e-District system.

### Step 8: Fill the application form.

edist.ap.gov.in/EDA\_AP/citizen/ManufactureRegistrationOfCitizen.xhtml?enc=iJhowVWCKSqGnNnJKR7uLd5%2beOqtBN3xgcRznFyDchB2qe1P%2f%2brmY1pa1kpi7ig%2fyu4VNVM7sP...  
 Click to go forward, hold to see history  
 e-District GOVERNMENT OF ANDHRA PRADESH

#### MANUFACTURER/PACKER/IMPORTER REGISTRATION FORM

**Registration Firm Details**

Firm Name	Blue Bird Engineering *	Application for Registration as a	Manufacturer as packer Importer as packer Only packer
Firm Located At	<input checked="" type="radio"/> Same State <input type="radio"/> Other State		
Door No, Street, Locality details	101 *	District	Kurnool *
Mandal	Kurnool (Urban) *	Village/Area	Ward100 *
Pin code	518001	landline Number	
Email Id	varun.gaj@gmail.com	Date of Commencement of Pre-packing/Importing	20/10/2017 *
Proprietor/Managing Partner/Managing Director Photo	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> <p style="font-size: small; margin-top: 5px;">Accepted file type is :jpg,jpeg,png Photo Uploaded Successfully</p>		

**Proprietors/Partners/Directors Details**

Sr No.	Partner/Director Name	House No./Door No	District	Mandal	Pin code	Aadhar number	Delete
	Arun Kumar *	House No./Door No	101 *				
	District	Kurnool *	Mandal	Kurnool (Urban) *			
	Pin code	518001 *	Aadhar No.				
<input type="button" value="Add"/>							

**Premises Details**

Premises Name	Blue Bird Engineering *	House No./Door No.	101 *
District	Kurnool *	Mandal	Select *
Village/Area	Select *	Pin code	518001
Land Line No		Label Details	Label Described in detail *
Trade Licence of municipality or Gram panchyat	100/111/112 *	TIN Number(Issued by Sales Tax Department)	101010 *
Short Address(If any applied for Registration under Rule 36)	Blue Bird Engineering 101, Kurnool (H.O) Krishna		

Step 9: After the application form is filled online, select 'Show Payment' as indicated below to get payment details

**Applicant Details**

Applicant's Adhaar Number	233688260737 *	<a href="#">Auto Fill</a>	
Applicant's Name	Arun Kumar *	Father/Husband's Name	Arun Kumar *
District	Kurumool *	Mandal	Kurumool (Urban) *
Village	Ward100 *	Pin Code	518001 *
Email	varun.gaj@gmail.com	Mobile No.	9446510700 *
Relationship	Self *		

**Enclosure**

Note: \*\*Accepted File Type is .jpg, .jpeg, .png, .pdf. Max file size should less than 1024 KB.

Choose doc type\*  Docsr no\*   No file chosen

Aadhar Proof copy\_299 File saved

S NO	Document Name	Document Serial Number	Mark to Delete	Delete
1	Aadhar Proof copy_299	7	<input type="checkbox"/>	<input type="button" value="X"/>
2	If applicant is an authorized signatory proof thereof. 973	4	<input type="checkbox"/>	<input type="button" value="X"/>

Step 10: View payment details and select 'Confirm Payment' as indicated below for making the online payment

**Fees details**

Statutory fees	500.0 *	User fees	12.0 *
Challan fees	0.0 *	Postal Fees	0.0 *
Total fees	512.0 *		

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Step 11: Complete the online payment transaction by selecting the suitable bank

Secure | <https://pgi.billdesk.com/pgidsk/ProcessPayment?sessionId=000017mTAR94vntGAB3xBbkOU8W:1a7ou2k7d?wpage=dzXcaUgs17xv9ZzyVgec1A>

Internet Banking

Select your Bank

Popular Banks

All Banks

Merchant Name  
DIRECTOR, ESD (MEE SEVA), GOVERNMENT OF ANDHRA PRADESH

Payment Amount: ₹ 512.00

**BillDesk**



## Step 12: View details of payment made and download the receipt

The screenshot shows a web browser window with the URL [edist.ap.gov.in/EDA\\_AP/common/Receipt.xhtml?reqid=1018778171018&servid=1018](http://edist.ap.gov.in/EDA_AP/common/Receipt.xhtml?reqid=1018778171018&servid=1018). The page header includes the e-District logo and 'GOVERNMENT OF ANDHRA PRADESH'. The main heading is 'Legal Metrology' with a date of '18/10/2017' and time of '15:15:21'. A table displays the following details:

Service Name	Registration as Manufacturer/Packer/Importer		
Authorized Agent Name	NA	Applicant's Name	Arun Kumar
Father/Guardian Name	Arjun Kumar	Application No.	1018778171018
District	Kurnool	Mandal	Kurnool (Urban)
Amount Paid(Rs.)	512.0	Date of Payment :	18/10/2017
		Tentative Date of Delivery	17/12/2017

A blue button labeled 'Print/Export To PDF' is located at the bottom right of the table area.

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**Step 13: Application Tracking & Monitoring:** The applicant can track and monitor the status of his application on the Single Desk Portal as indicated below. This has been facilitated through the integration of Single Desk Portal with the e-District application.

The screenshot shows the 'DEPARTMENT OF INDUSTRIES' portal for the Government of Andhra Pradesh. The user is logged in as 'Mr. Arun Kumar' with a last login time of '18-Oct-2017 02:54 PM'. The page includes a navigation menu with options like 'HOME', 'APPLY FOR APPROVALS', 'APPROVALS APPLIED FOR', 'REPOSITORY', 'RENEWALS', 'IMPORTANT LINKS', 'MY PROFILE', 'CHANGE PASSWORD', 'CONTACT US', and 'LOGOUT'. A red box highlights the link 'REGISTRATION AS MANUFACTURER/PACKER/IMPORTER'. Below this, a table lists application details:

Sl. No.	Transaction ID	Application ID	Applied On	Amount Paid (In Rs.)	Status
1	1018101700000026	1018778171018	18-Oct-2017	512	Sent to Dept

A 'Back' button is located below the table. The footer contains the copyright notice: 'Copyright © 2016 Department of Industries, Government of Andhra Pradesh, All Rights Reserved.' and the email address 'sunriseap-admin@ap.gov.in'.