



Entrepreneurs Registration and Incentives Management System (ERIMS)

Login, User Registration, Enterprise Profile & Unit Profile

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1 User Registration process

1.1 Broad Steps for User Registration

1. User registration for new user.
2. This process is applicable for External/ Enterprise user.

1.1.1 User Registration Process

- User needs to register first in Directorate of Industries website to avail online services www.di.maharashtra.gov.in
- On main page of application, please click on Login button (refer figure 1).

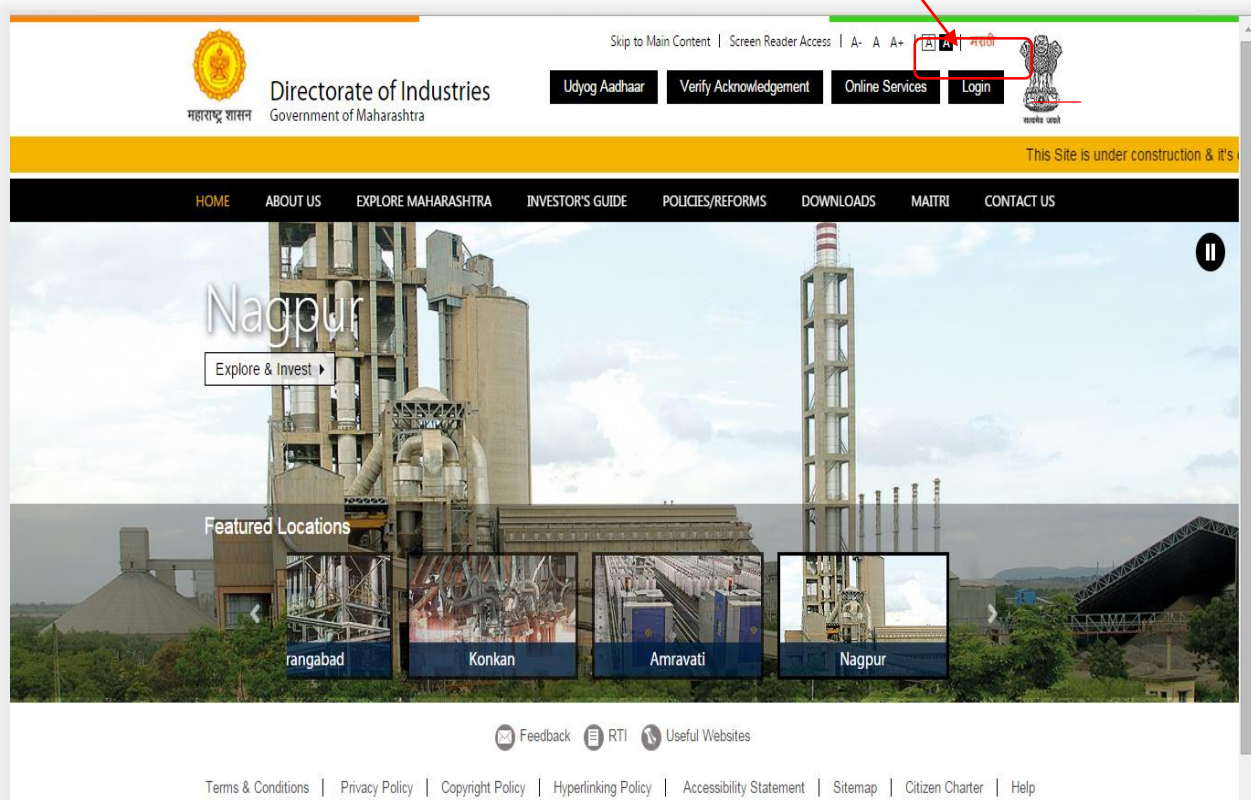


Figure 1 Main Page

- After clicking on login button, below page will display, now click on Register button (refer figure 2).

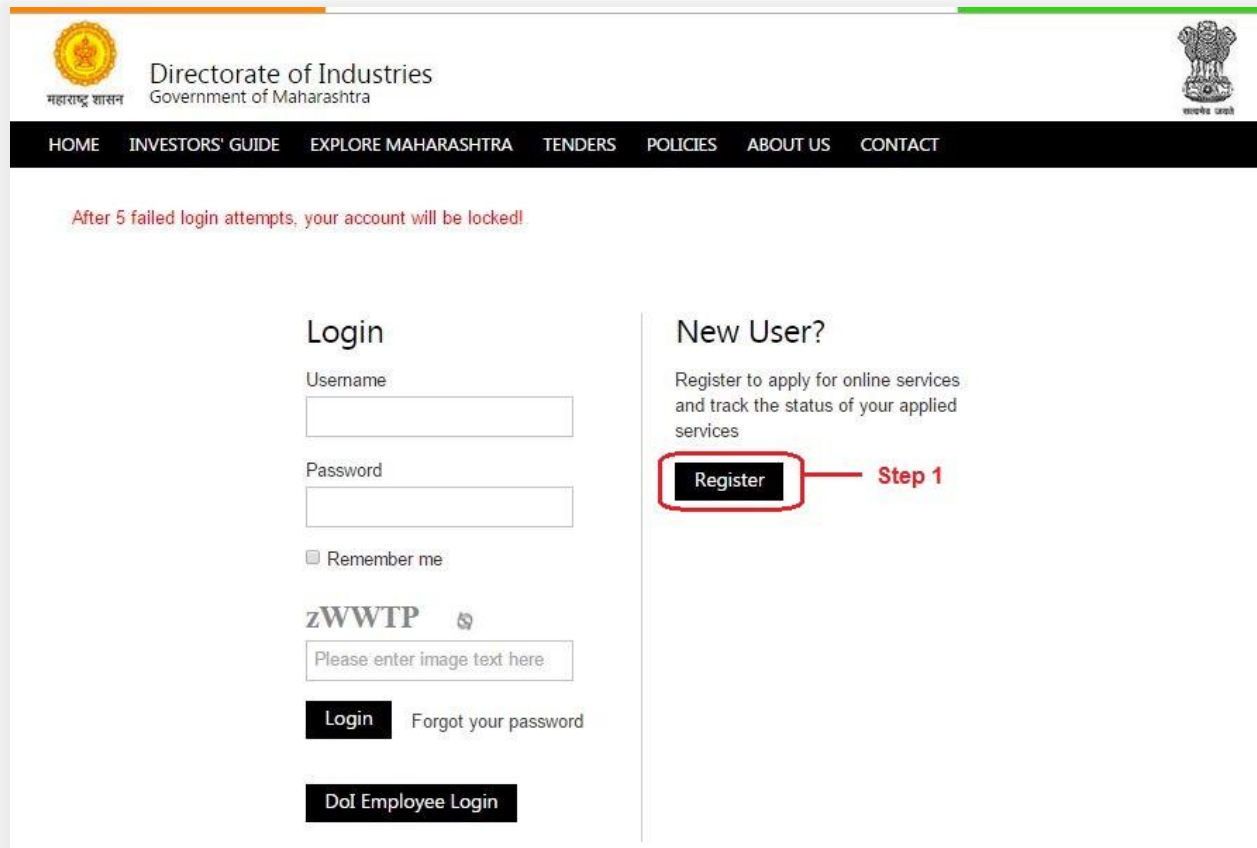
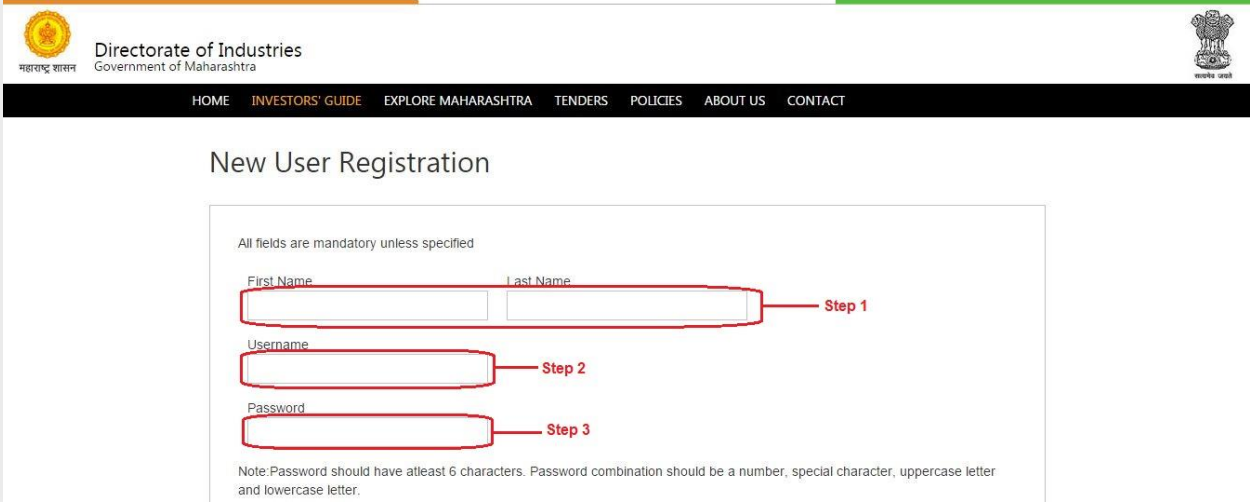


Figure 2 Login Screen

- Upon clicking on Register button, user will get online New Registration Form (refer figure 3).



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Government of Maharashtra

HOME INVESTORS' GUIDE EXPLORE MAHARASHTRA TENDERS POLICIES ABOUT US CONTACT

New User Registration

All fields are mandatory unless specified

First Name Last Name **Step 1**

Username **Step 2**

Password **Step 3**

Note: Password should have atleast 6 characters. Password combination should be a number, special character, uppercase letter and lowercase letter.

Figure 3 User Registration Form (1 - 3)

Step 1: User needs to enter First & Last Name (Only Alphabet allowed).

Step 2: User needs to enter Username.

Step 3: User needs to create Password and it should have at least 6 characters. Password must contain a number, a special character, an uppercase letter and a lowercase letter (For e.g. India*123).

Note: Created username and password will be used for ERIMS application login.

Communication Address

Step 1

Country: India | State: | District: |
 Tehsil/Taluka/Mandal: | Village/Town/City: | Pincode: |

Street Address: | Landline Number: | Mobile Number: |
(Optional) | A pin will be sent to this number for verification and will also be used for further communication from DoI

Email Address: | Fax Number: | Has Website?: No
This will be used for communication by DoI | (Optional)

Website: | Has Digital Signature?: No

iPq2E
 Please enter image text here | **Step 5**

Note: Please ensure that text entered match text displayed in image, all are case sensitive

Step 6
 Save | Reset

Back

Figure 4 User Registration from (2 - 3)

- Step 1:** User needs to select Country, State, District, Tehsil / Taluka / Mandal and Village / Town / City from dropdown. User needs to enter Pin code.
- Step 2:** User needs to enter Street Address.
- Step 3:** User needs to enter Country Code & Valid mobile number. Activation code will be sent on registered mobile number for mobile number verification.
- Step 4:** User needs to enter valid email id. Activation code will be sent on this email id for email verification.
- Step 5:** User has to enter same Captcha text as shown in the field i.e. auto generated.

Step 6: After filling above information, user has to click on **SAVE** button to generate activation code to activate the account (refer figure 5). User can reset the filled information by clicking on Reset button.

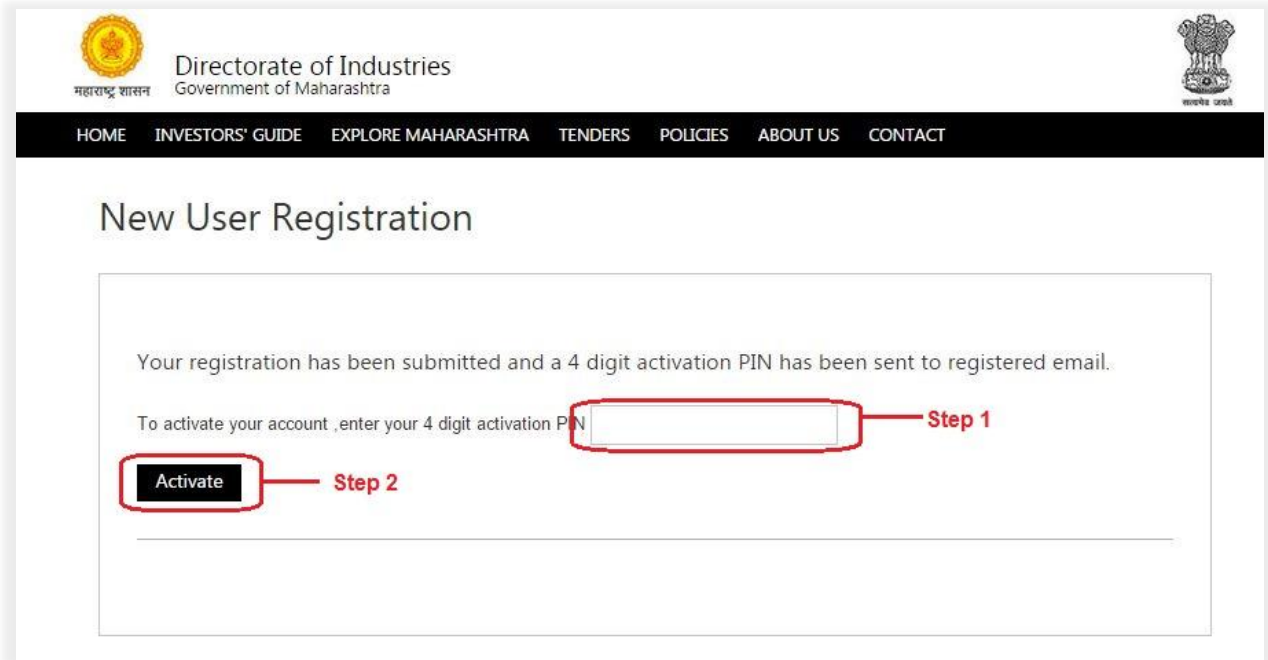


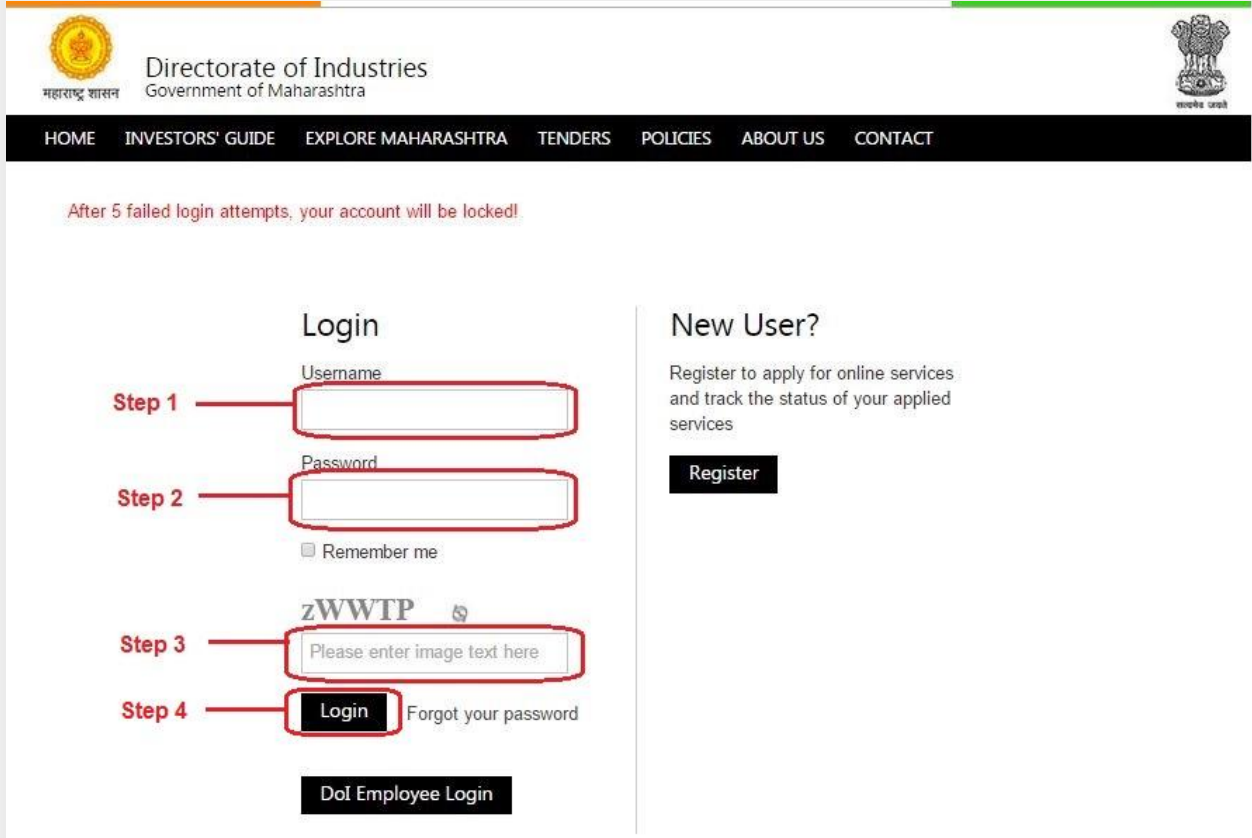
Figure 5 Account Activation Screen (3 - 3)

Step 1: User needs to enter system generated activation code in text box and click on activate button to activate account.

2 User Login Process

2.1 Broad Steps for User Login Process

1. User Login process for registered user.
2. This process is applicable for External/ Enterprise or unit user.



After 5 failed login attempts, your account will be locked!

Login


Username

Step 1

Password

Step 2

Remember me

zWWTP 

Step 3

Step 4 [Forgot your password](#)

New User?

Register to apply for online services and track the status of your applied services

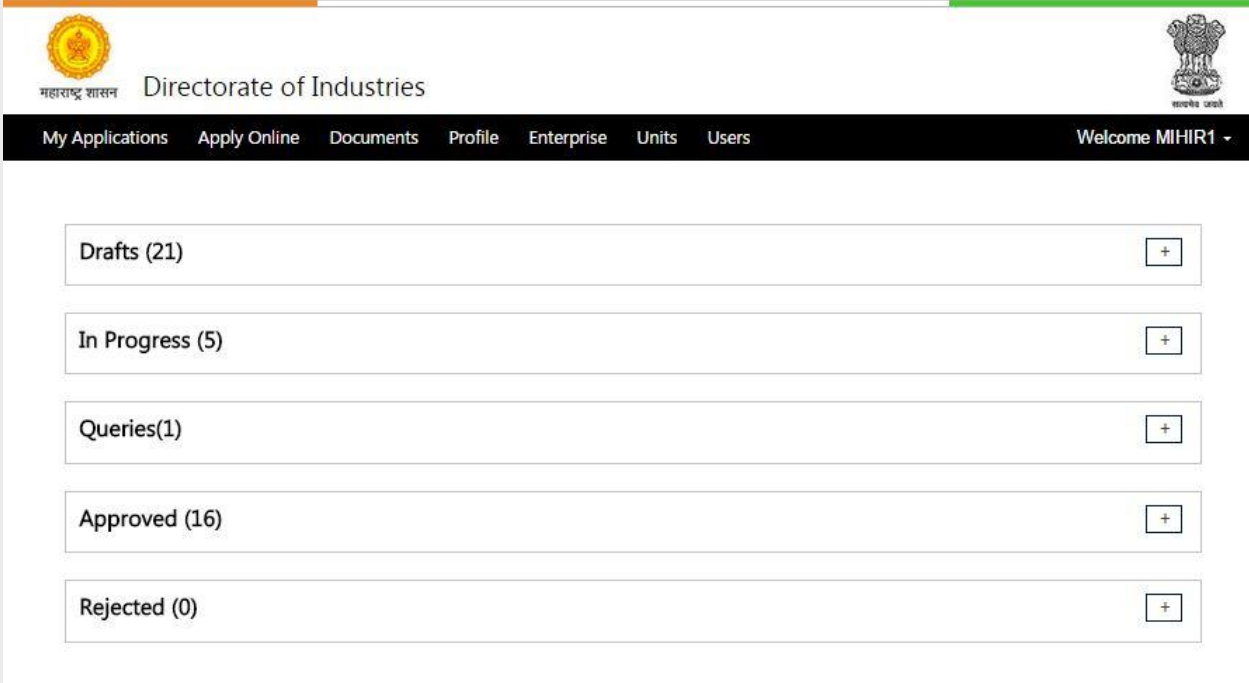
Figure 6 Login Screen

Step 1: User needs to enter username provided at the time of registration.

Step 2: User needs to enter Password provided at the time of registration.

Step 3: User has to enter correct values as shown in Captcha.

Step 4: After completion of above steps user has to click on “Login” button to avail online services. Screen 7 will display.



महाराष्ट्र शासन Directorate of Industries

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Drafts (21)	+
In Progress (5)	+
Queries(1)	+
Approved (16)	+
Rejected (0)	+

Figure 7 User Dashboard

1. Draft: User can refer saved application in this section. By clicking on “+” icon will open the list of saved application and clicking on particular application reference number will open application for editing and submission.
2. In Progress: User can see submitted application for tracking purpose.
3. Queries: In this section, user can see queries raised by the Department for more clarification.
4. Approved: In this section, user can view all approved application and print Acknowledgement and Certificate.
5. Rejected: In this section, user can view rejected application list which are rejected by department along with valid reason.

- To change password, click on Change Password button as shown in Figure 8.

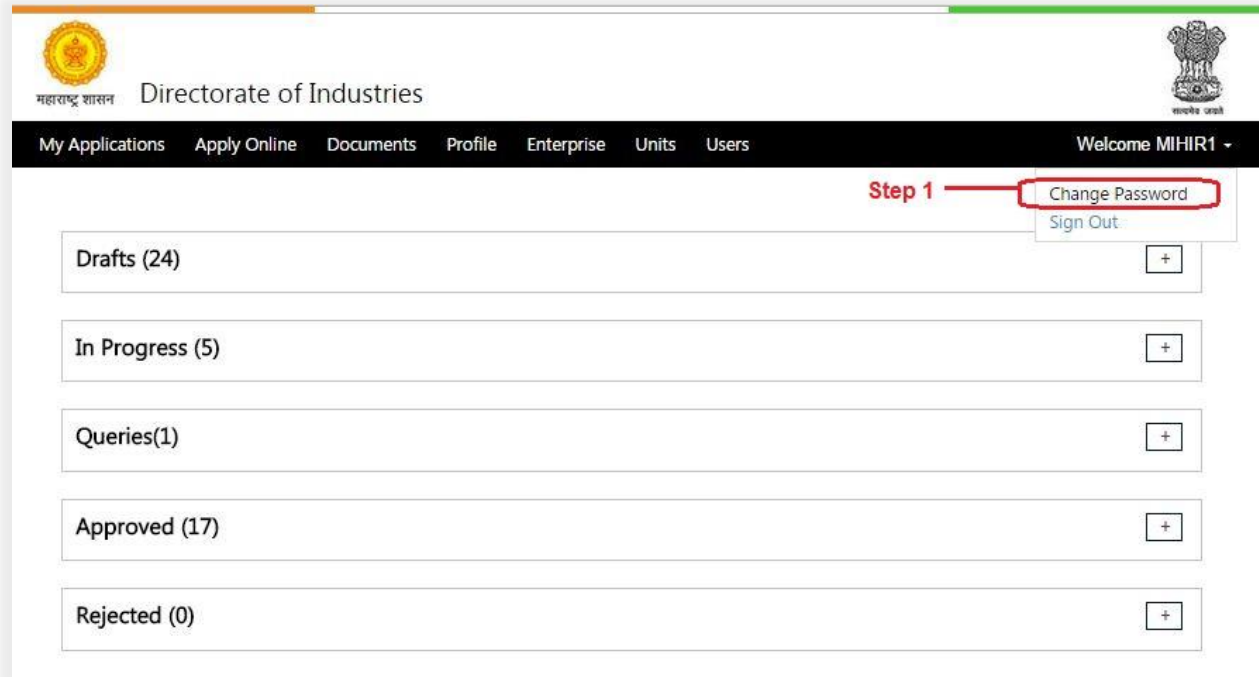
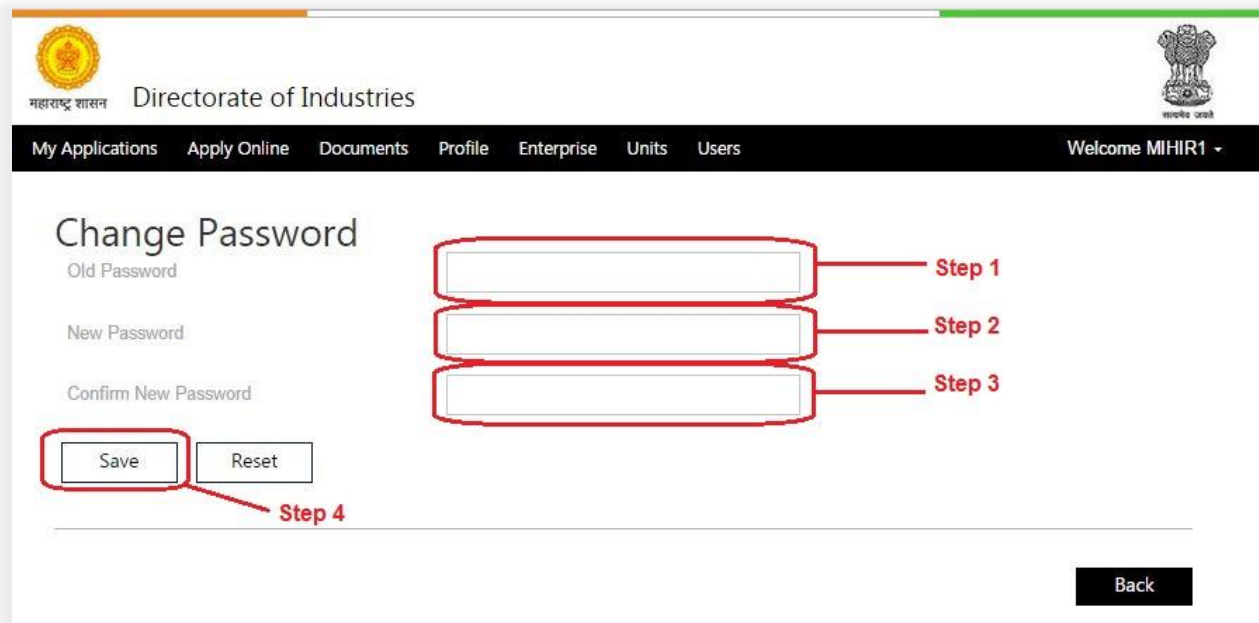


Figure 8 Change Password Screen

- After clicking on Change Password button, below screen will display (refer figure 9).



Change Password

Old Password Step 1

New Password Step 2

Confirm New Password Step 3

Step 4

Figure 9 Change Password Screen

Step 1: User needs to enter old password.

Step 2: User needs to enter new password and it should contain a number, a special character, an uppercase letter and a lowercase letter (For e.g. India*123).

Step 3: User needs to enter the same password once again for confirmation.

Step 4: User need to click on “SAVE” Button to apply new password.

- In case, user forgets username or password, user can click on “Forgot your password” link (refer figure 10).

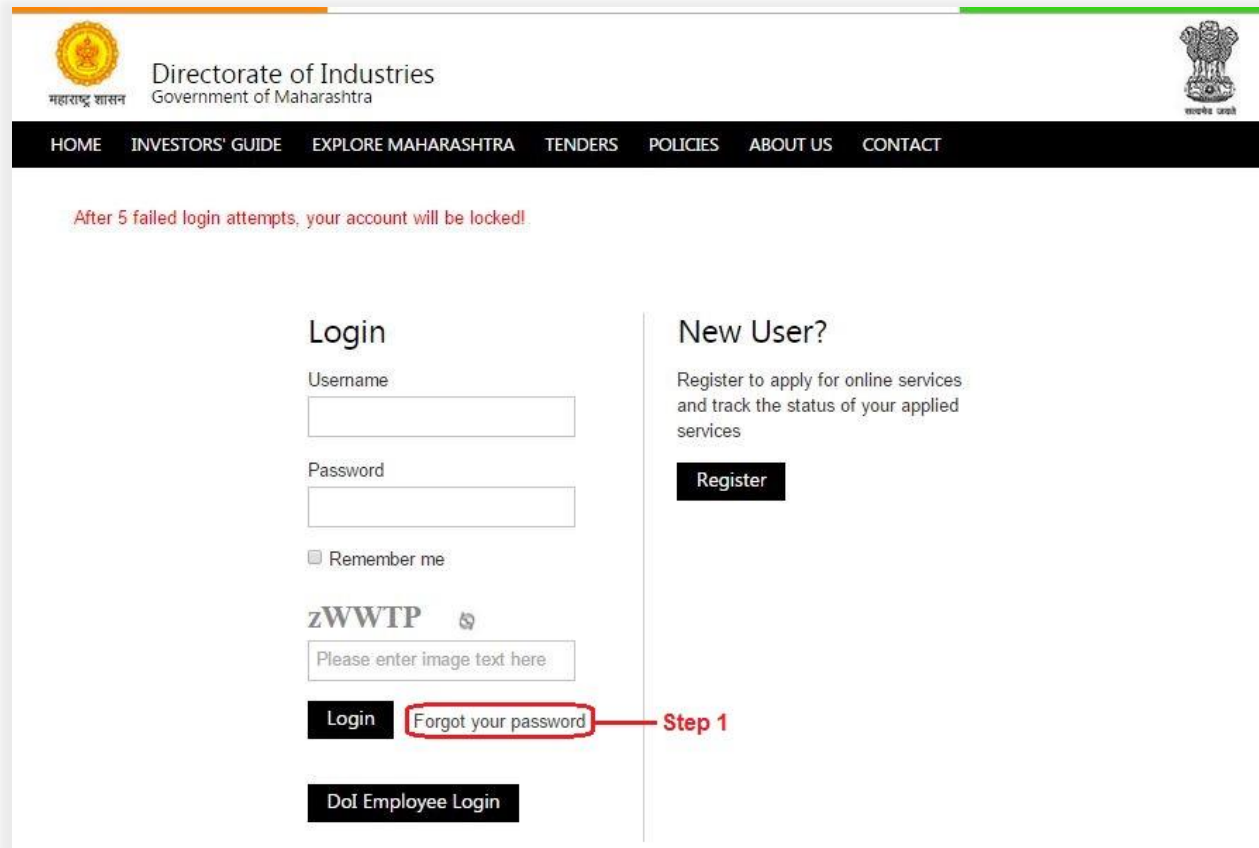


Figure 10 Forgot Password Screen (1 – 2)

- After clicking on Forgot your Password link, below screen will display (refer figure 11).

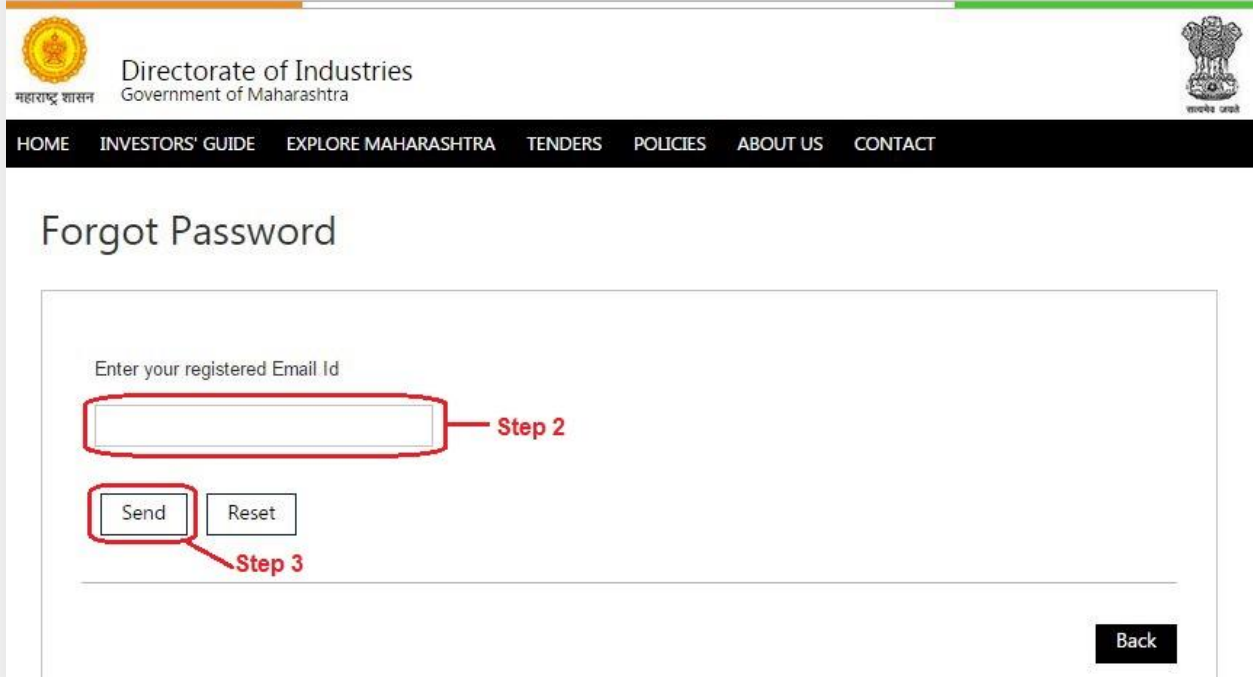


Figure 11 Forgot Password Screen (2 – 2)

Step 1: User needs to enter registered mail I.D. to get details about user name and password.

Step 2: Once user enters email id then he needs to click on send button to get user name and password on mentioned email id.

3 Profile

3.1 Broad Steps for User profile Process

1. Profile management process for enterprise user.
 2. This process is applicable for External/ Enterprise user.
- If user needs to update profile then user will have to click on Profile link(refer figure 12).



Figure 12 Profile Management Screen

- After clicking on Profile link, below screen will display (refer figure 13) and user can view saved details here.

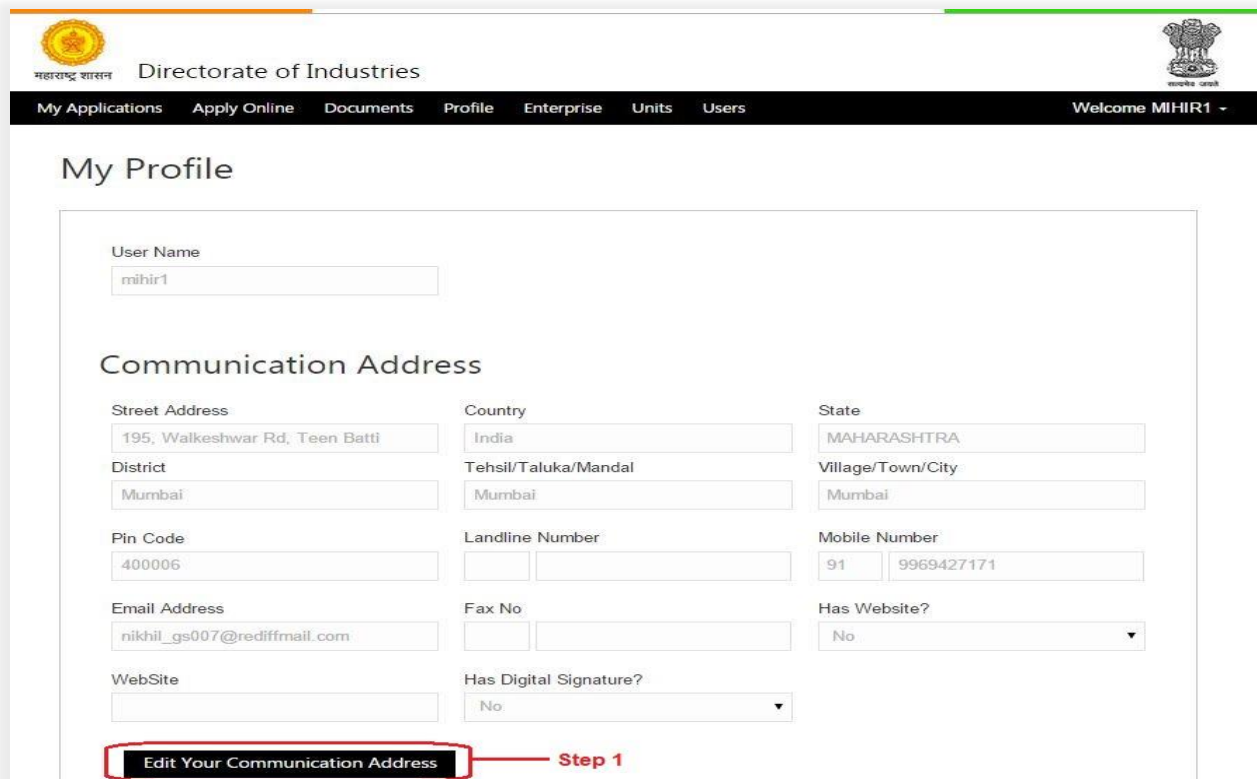


Figure 13 User Profile Screen (1- 3)

- If user needs to update profile data then user needs to click on Edit button. After clicking, below screen will display (refer figure 14) and user can update profile.

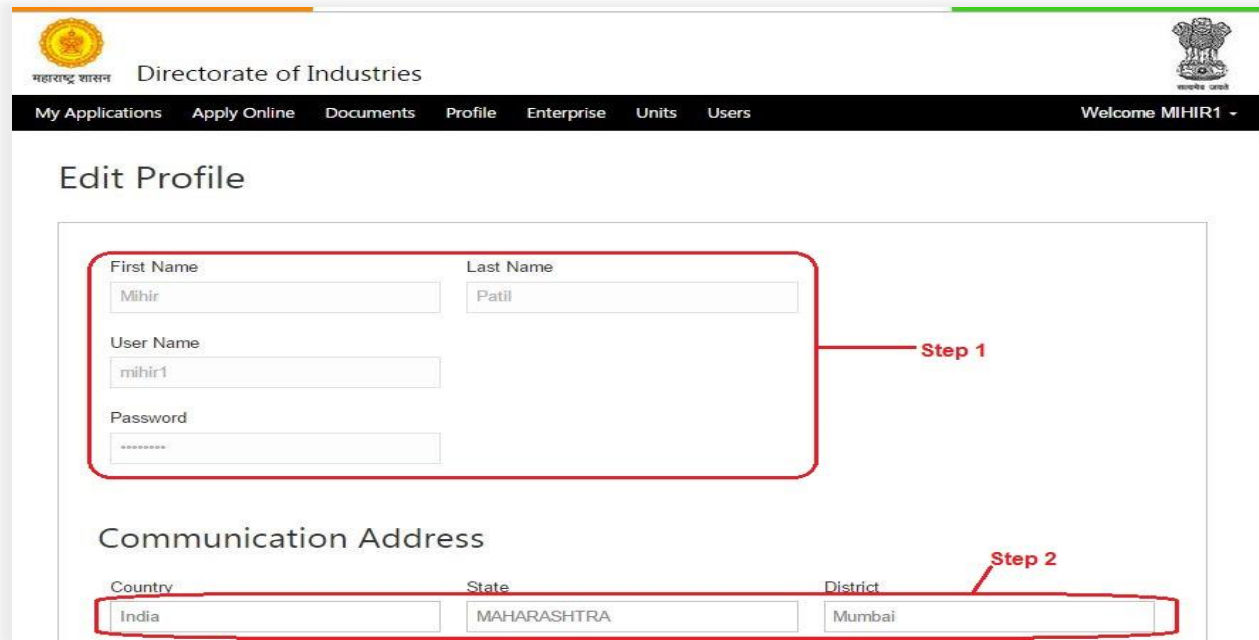


Figure 14 Edit Profile screen (2 - 3)

- User is not allowed to updated First Name, Last Name, Username and Password.
- User will be able to update Country, State & District details.

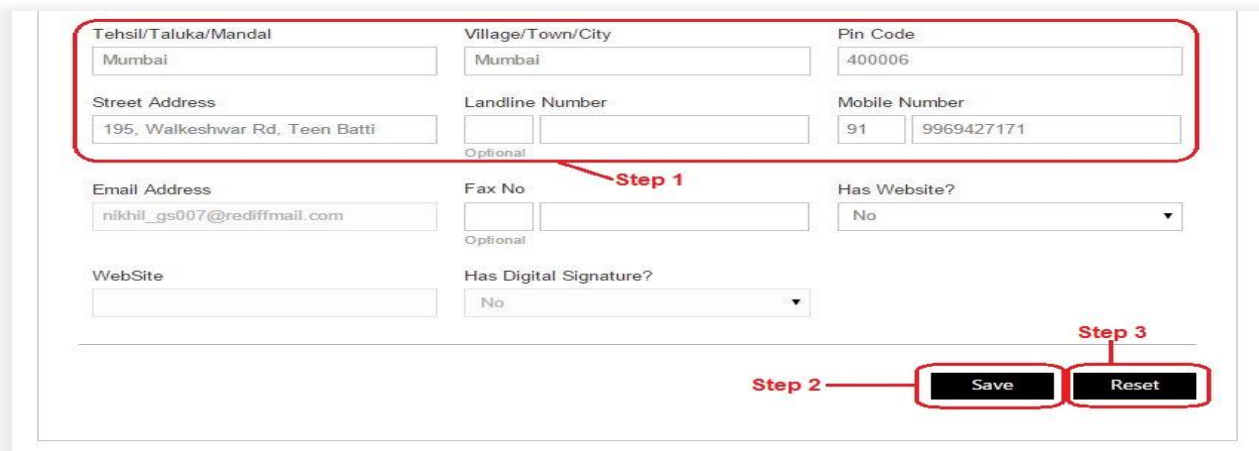


Figure 15 Edit Profile Screen (3 - 3)

Step 1: User will be able to update Tehsil/Taluka/Mandal, Village/Town/City, Pin Code, Street Address and Mobile Number.

Step 2: On clicking on SAVE button all changes made by user will be save in system.

Step 3: If user don't want to save the changes then user needs to click on reset button.

4 Enterprise Profile

4.1 Broad Steps for Enterprise Profile Process

1. Once the user is login in system then user will have to create Enterprise profile to avail online service.
2. This process is applicable for External/ Enterprise user.

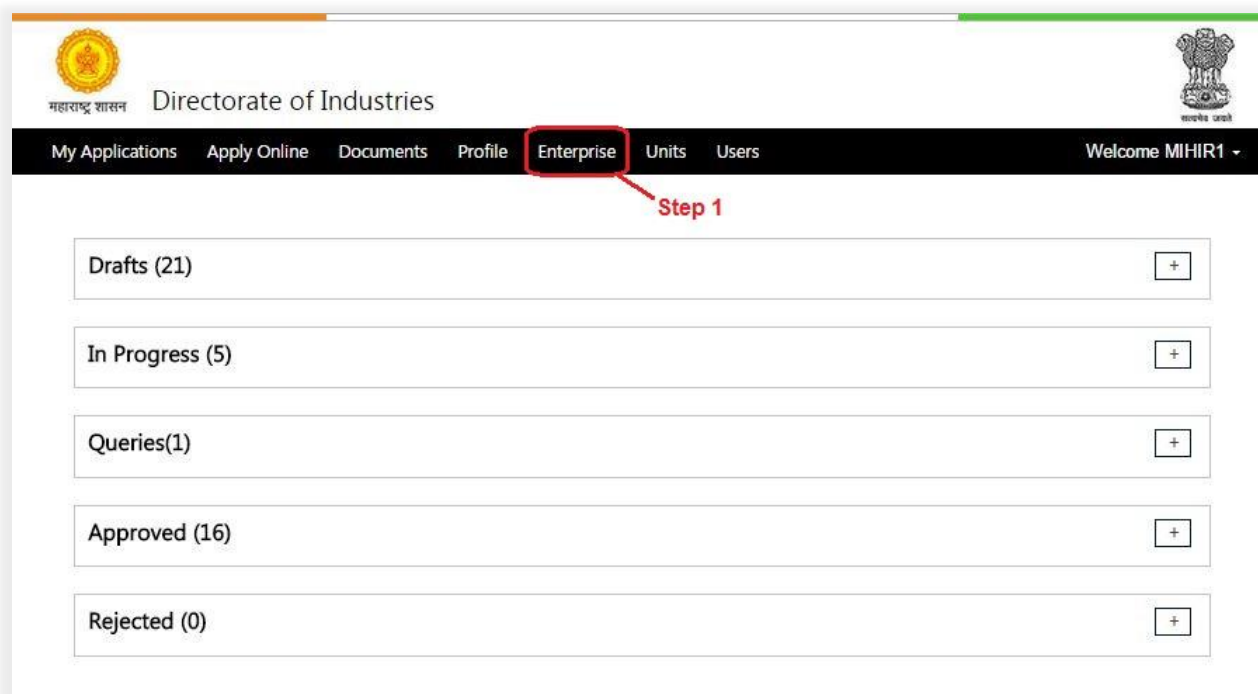
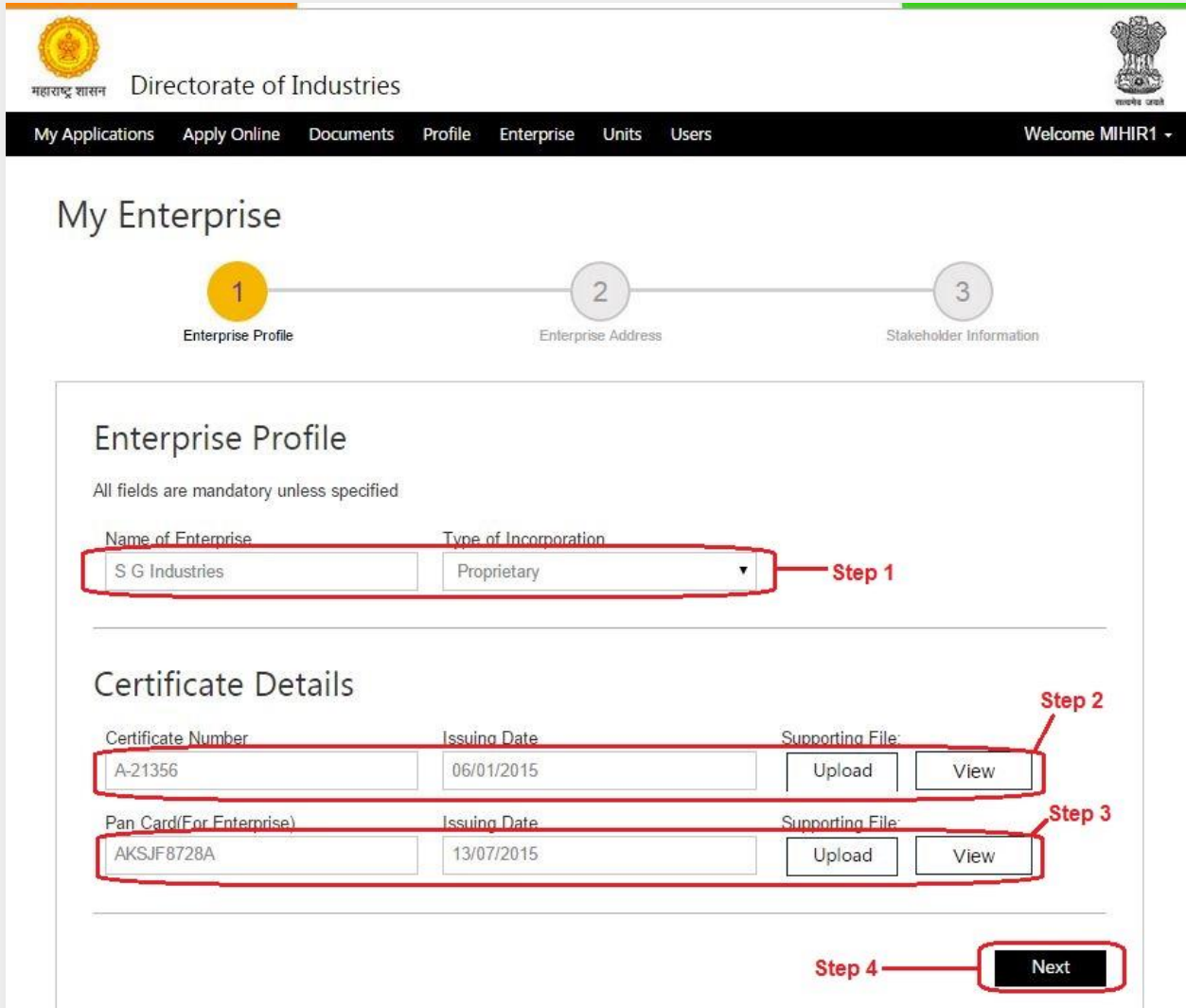


Figure 16 Enterprise Profile (1 - 5)

Step 1: For Creation of Enterprise Profile, user needs to click on Enterprise Link (refer figure 16).



Maharashtra शासन Directorate of Industries

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My Enterprise

1 Enterprise Profile 2 Enterprise Address 3 Stakeholder Information

Enterprise Profile

All fields are mandatory unless specified

Name of Enterprise: S G Industries Type of Incorporation: Proprietary

Certificate Details

Certificate Number	Issuing Date	Supporting File
A-21356	06/01/2015	Upload View
Pan Card(For Enterprise)	Issuing Date	Supporting File
AKSJF8728A	13/07/2015	Upload View

Next

Figure 17 Enterprise Profile (2 - 5)

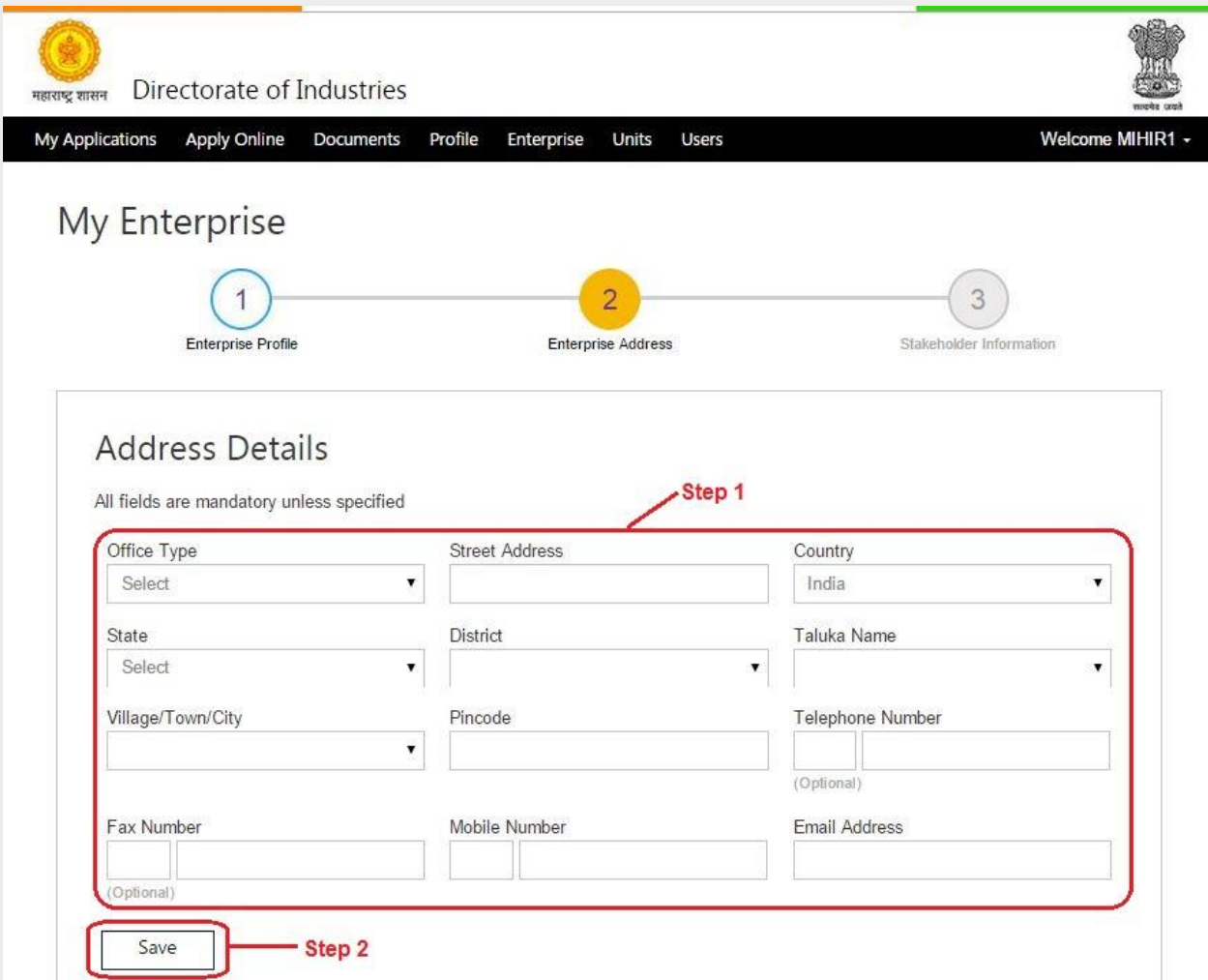
Step 1: User needs to enter Name of Enterprise.

User needs to select type of incorporation from dropdown i.e. Proprietary, Public Ltd. Company, Pvt. Ltd. Company, Co-Operative, HUF, Partnership, Self Help Group and Others.

Step 2: User needs to provide Certificate details like certificate number, issuing date and supporting file and by clicking on view button, user can view uploaded documents.

Step 3: User needs to provide company pan card details like Pan Card number and supporting file should be uploaded(like photocopy of pan card).

Step 4: If all details dully filled then user has to click on Next button.



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My Enterprise

1 Enterprise Profile 2 Enterprise Address 3 Stakeholder Information

Address Details

All fields are mandatory unless specified

Step 1

Office Type: Select
Street Address:
Country: India

State: Select
District:
Taluka Name:

Village/Town/City:
Pincode:
Telephone Number:
(Optional)

Fax Number:
(Optional)
Mobile Number:
Email Address:

Step 2

Save

Figure 18 Enterprise Address (3 - 5)

Step 5: User needs to fill all required details for creating enterprise address:

- Select Office Type like Head Office, Registered Office and regional office.
- Enter street address.
- Select Country, State, District, Taluka and Village name from drop down menu.
- Enter Pin Code.
- Enter Telephone, Fax & Mobile number and email address.

Step 6: After filling all the information correctly, user has to click on Save button.

HO - Head Office, RO - Registered Office, RI - Regional Office



Office Type	Street Address	Country	State	District	Taluka	Village	Pincode	Landline STD	Telephone Number	Fax STD	Fax Number
HO	Plot No. 234, Sai Nagar Ward	India	MAHARASHTRA	Amravati	Achalpur	Achalpur	444201				
RO	Main Road	India	MAHARASHTRA	Chandrapur	Bhadravati	Belgaon	443211				

Previous
Next

Figure 19 Enterprise Address (4 - 5)

Step 7: After completion of all details of office address then user needs to click on Next Button.

Step 8: If user want to go to previous page then user has to click on previous button.


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Documents
Profile
Enterprise
Units
Users
Welcome MIHR1 -

My Enterprise

1 Enterprise Profile
 2 Enterprise Address
 3 Stakeholder Information

StakeHolders/Partners/Directors of Organization

All fields are mandatory unless specified

<input type="text" value="S S Enterprise"/>	<input type="text" value="Company"/>	
<input type="text" value="120"/>	<input type="text" value="100"/>	<input type="text" value="83.33"/>
<input type="text" value="Yes"/>		

Remove
Add More

Save
Previous

Figure 20 Stakeholder Information Screen (5 - 5)

Step 9: User needs to provide all required stakeholder information:

- Provide stakeholder details like name of stakeholder, stakeholder type from drop down i.e. Company and Individual.
- Enter total equity of unit, equity participation and equity participation in percentage of total equity and stake in other manufacturing enterprise from drop down menu.

Step 10: If user needs to add more stake holder details then user needs to click on Add more button.

Step 11: If user needs to remove particular stakeholder details then user needs to click on remove button.

Step 12: After filling all details correctly, user needs to click on Save button.

Step 13: If user want to go to previous page then user has to click on previous button.

5 Unit Creation

5.1 Broad Steps for Unit Creation Process

1. Once the user is logged into system then user needs to create Unit Profile to avail online service.
2. This process is applicable for External/ Enterprise user.
 - For Creation of Unit Profile user needs to click on Unit Link(refer figure 21).

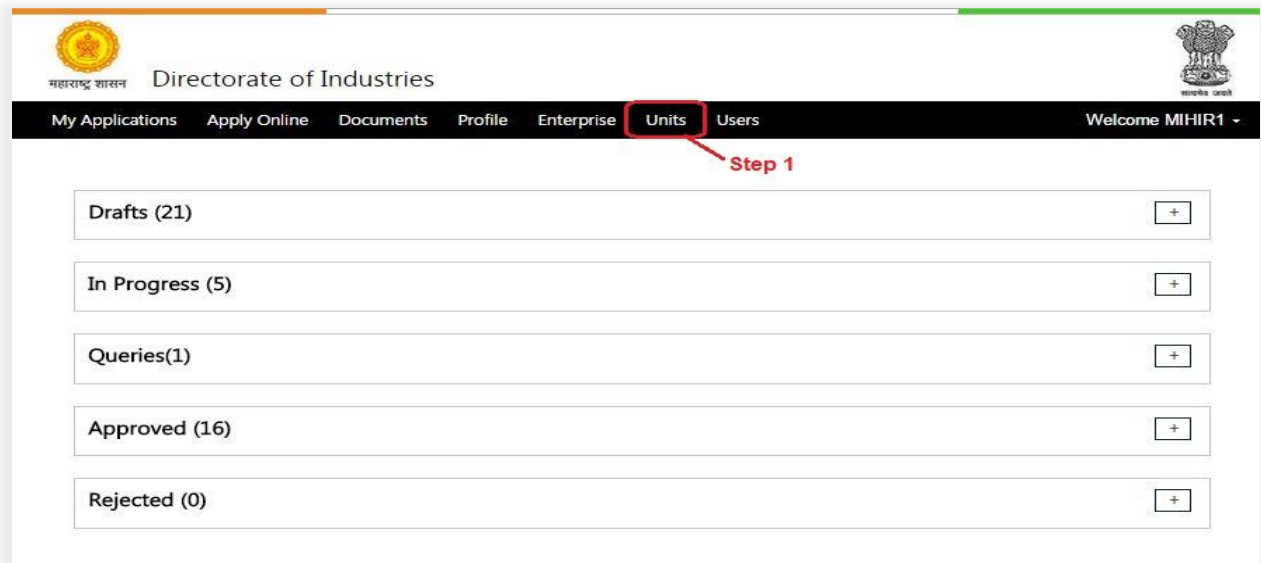


Figure 21 Unit Creation

- After clicking on Unit Link, below screen will display (refer figure 22).

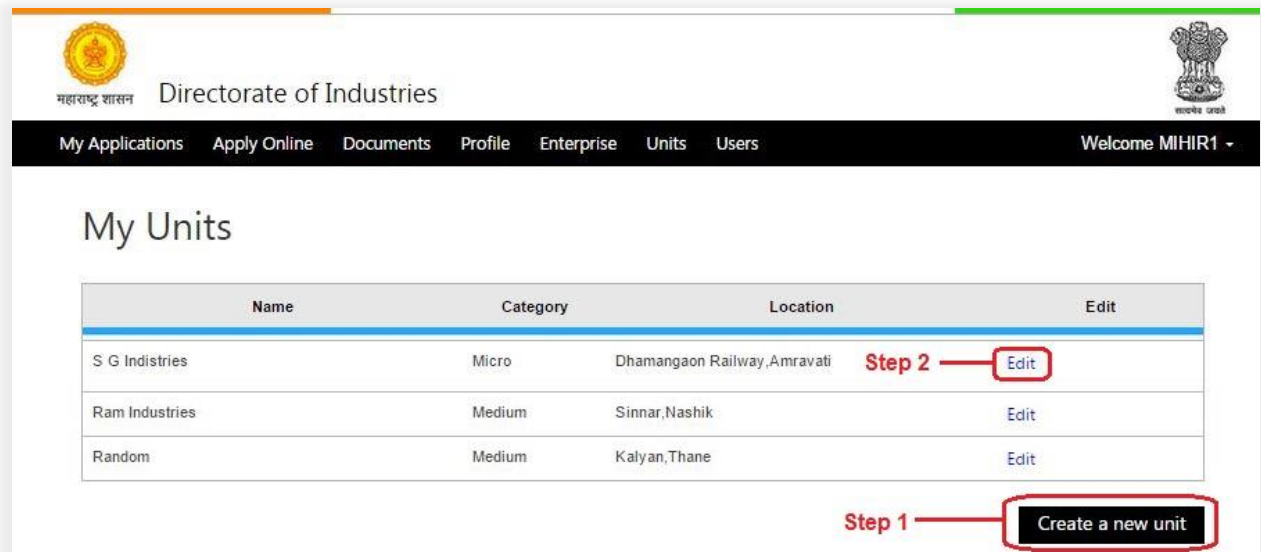
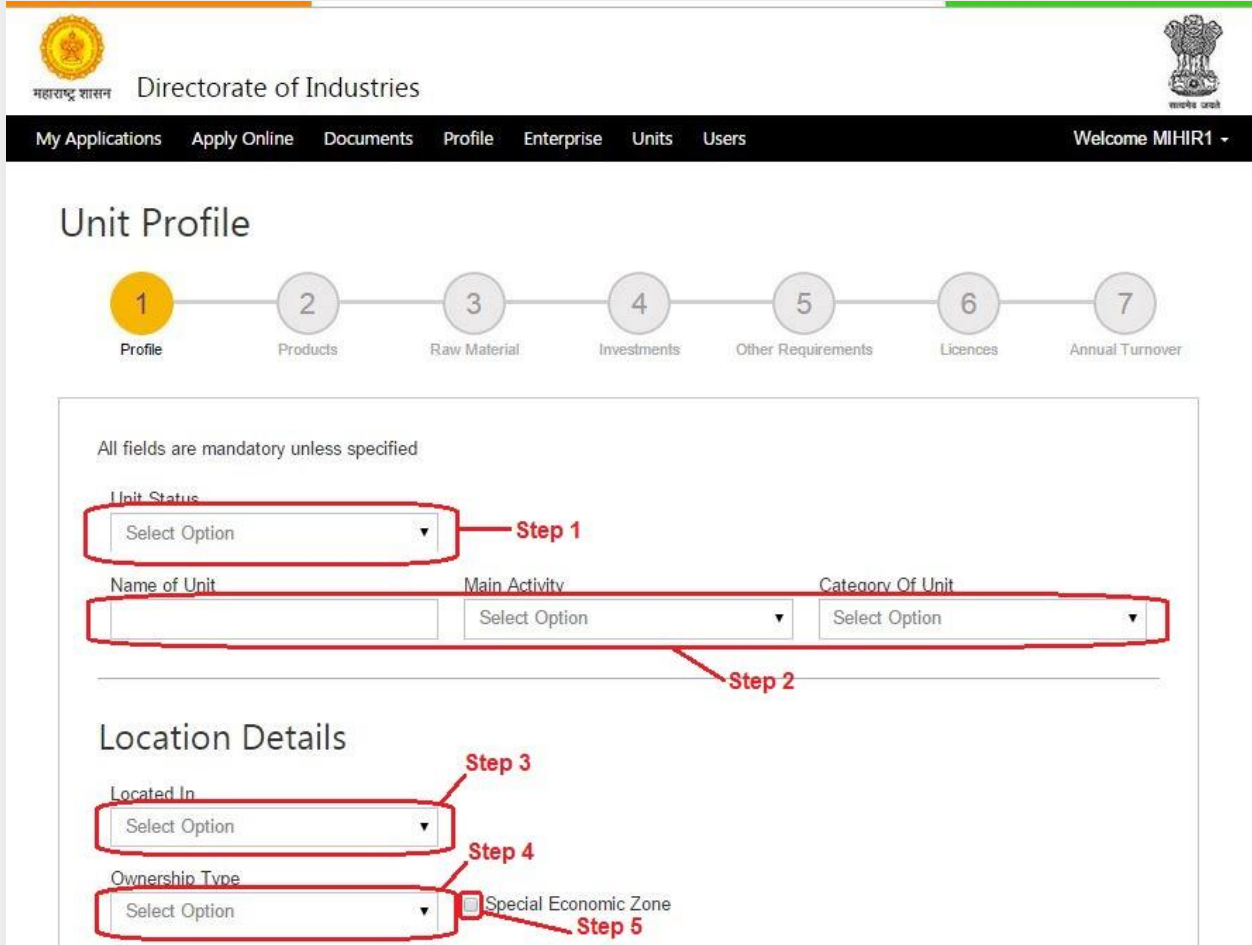


Figure 22 Unit Creation (1 - 11)

Step 1: For creation of new unit, user has to click on Create a New Unit button.

Step 2: If user want to update unit then user will have to click on Edit link.



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Unit Profile

1 Profile 2 Products 3 Raw Material 4 Investments 5 Other Requirements 6 Licences 7 Annual Turnover

All fields are mandatory unless specified

Unit Status
 Select Option **Step 1**

Name of Unit Main Activity Category Of Unit
 Select Option Select Option Select Option **Step 2**

Location Details

Located In
 Select Option **Step 3**

Ownership Type
 Select Option **Step 4**

Special Economic Zone **Step 5**

Figure 23 Unit creation (2 - 11)

Step 3: User needs to select unit status from dropdown like Propose, Existing & Expansion.

- If Unit is new then user has to select Propose unit from dropdown.
- If Unit is already exit then user has to select Existing Unit.
- If Unit is already exit then user has to select Expansion Unit.

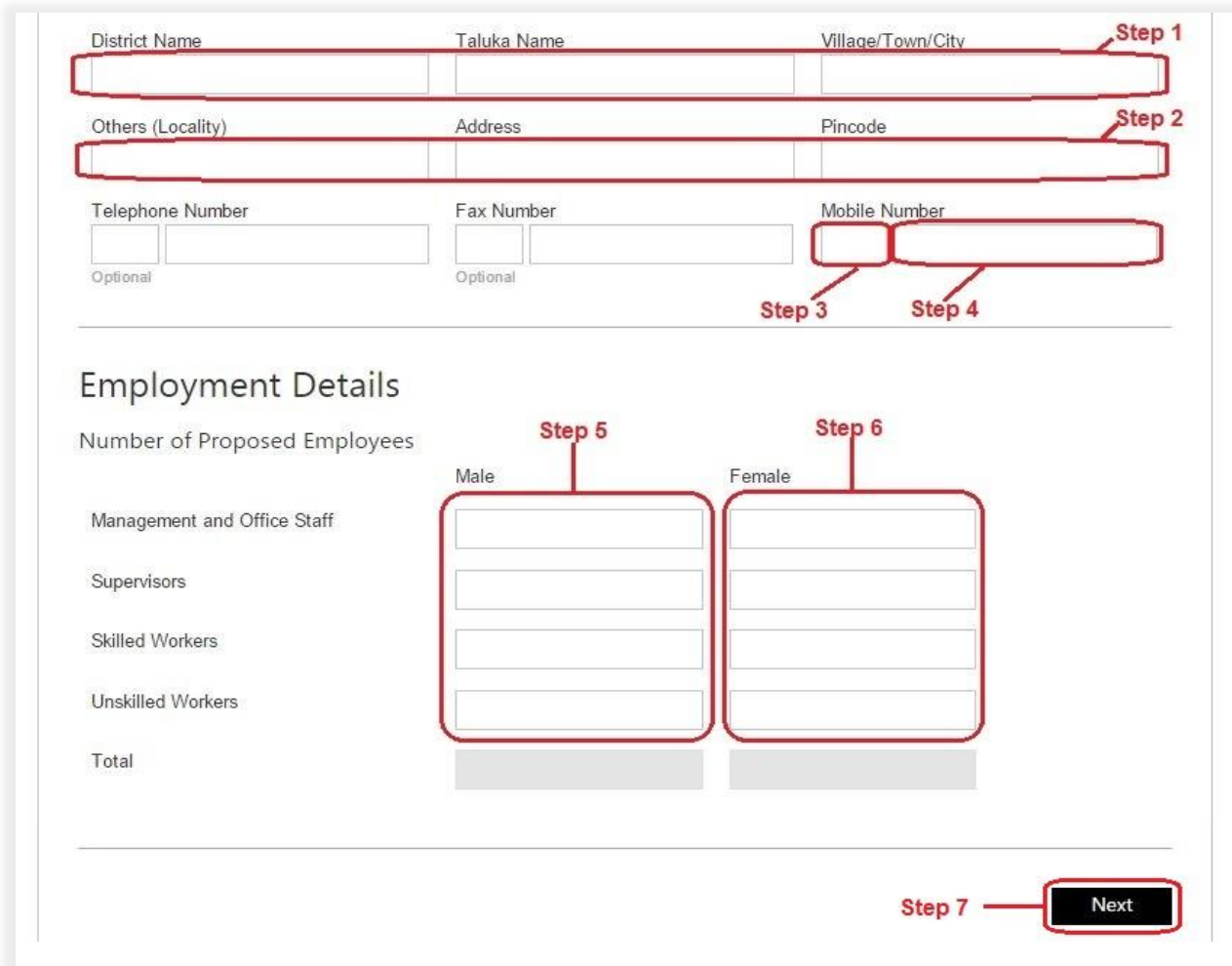
Step 4: User needs to enter proposed Name of unit.

- Select main activity from dropdown like Manufacturing & Service.
- Select category of unit from dropdown like Micro, Small, Medium, Large, Mega Investment, Mega Employment, Ultra Investment or Ultra Employment.

Step 5: User needs to select unit location like MIDC, Municipal Corporation, Municipal Council, Gram Panchayat from drop down, if unit location is not in mention list then user has to select other and enter location.

Step 6: User has to select Ownership type like Owned, Sublet, Rented, Leased or To be purchased from drop down menu.

Step 7: User has to select check box if the unit location is in Special Economic Zone.



The screenshot shows a web form for unit creation. It is divided into several sections:

- Location Information:** Three dropdown menus for "District Name", "Taluka Name", and "Village/Town/City" (Step 1). Below them are "Others (Locality)", "Address", and "Pincode" (Step 2).
- Contact Information:** "Telephone Number" (Step 3) and "Mobile Number" (Step 4) fields. "Fax Number" is also present but marked as optional.
- Employment Details:** A table with two columns: "Male" (Step 5) and "Female" (Step 6). Rows include "Management and Office Staff", "Supervisors", "Skilled Workers", "Unskilled Workers", and "Total".
- Navigation:** A "Next" button (Step 7) at the bottom right.

Figure 24 Unit Creation (3 - 11)

Step 8: User will select District, Tehsil/Taluka/Mandal and Village/Town/City from dropdown.

Step 9: User needs to enter Street Address, Other (Locality) and enter Pin code.

Step 10: User needs to enter country code & valid mobile number.

Step 11: User needs to enter valid email id. Activation code will be send on registered email id for email verification.

Step 12: User needs to enter no. of male/female employees in management and office staff, supervisor, skilled worker, unskilled worker.

Step 13: After completion all above information, user needs to click on Next button to go next page of unit creation.

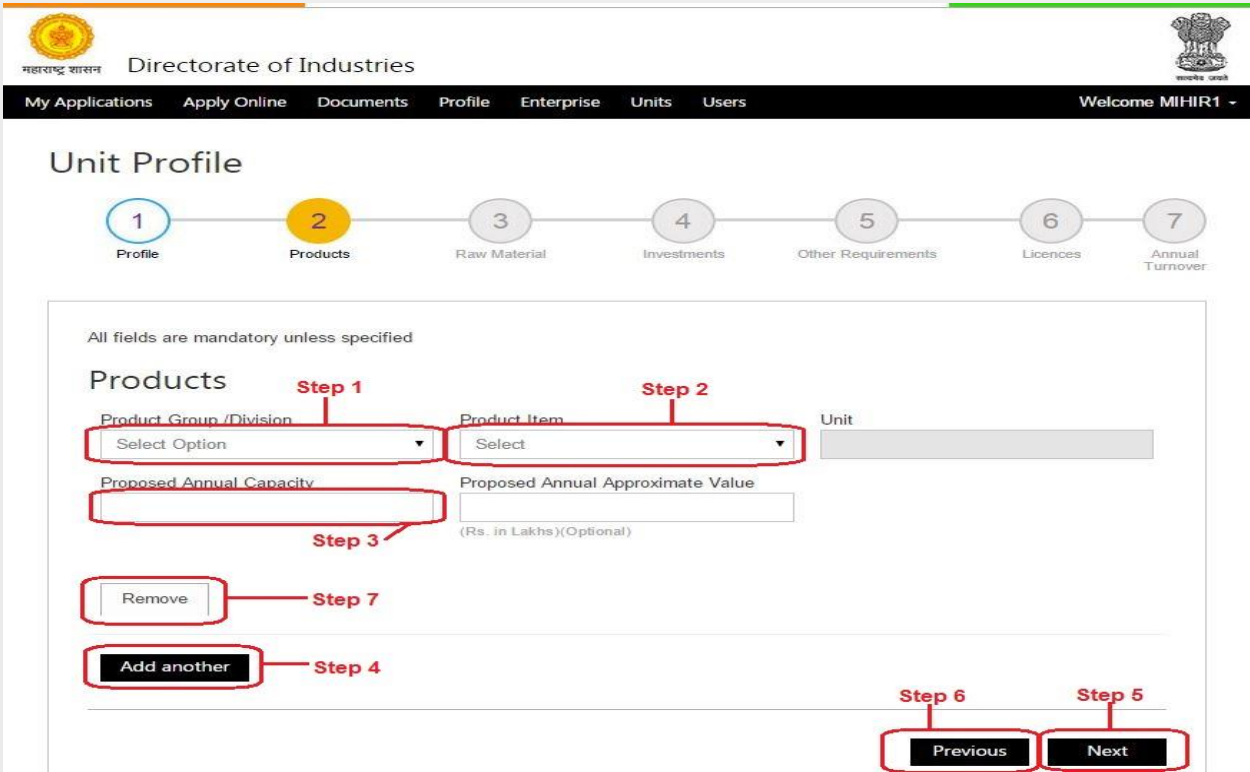


Figure 25 Unit Creation (4 - 11)

Step 1: User will select product group from dropdown menu.

Step 2: User needs to select product Item from dropdown.

Step 3: User needs to enter Proposed Annual Capacity.

Step 4: If user want to add more product then user will have to click on add another button.

Step 5: After completion of above required details, user needs to click on next button to go next page of unit creation.

Step 6: If user wants to go to back page then user needs to click on previous button.

Step 7: If user wants to remove any specific product information then user needs to click on remove button.

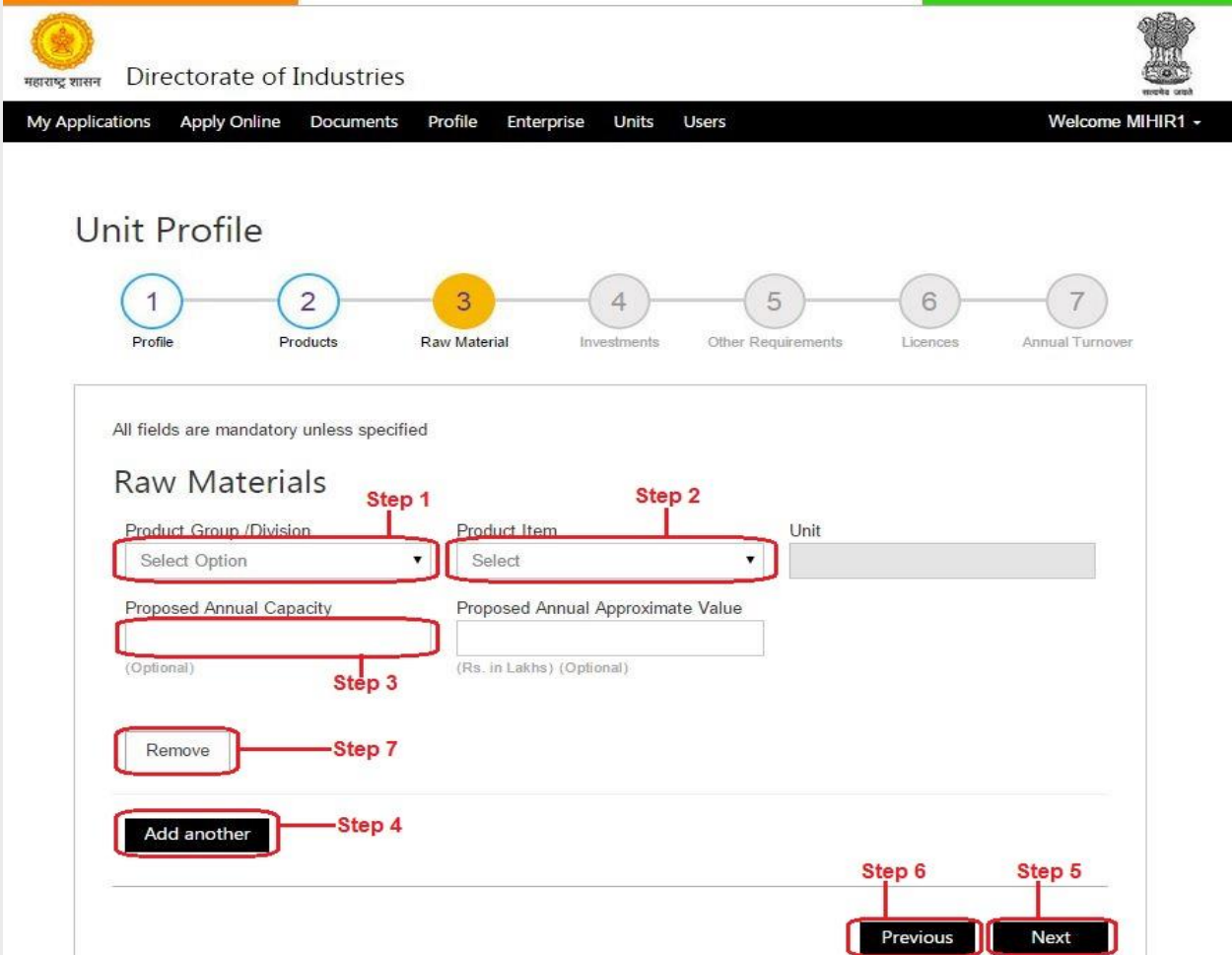


Figure 26 Unit Creation (5 - 11)

Step 1: User needs to select product group from dropdown menu.

Step 2: User needs to select product item from dropdown menu.

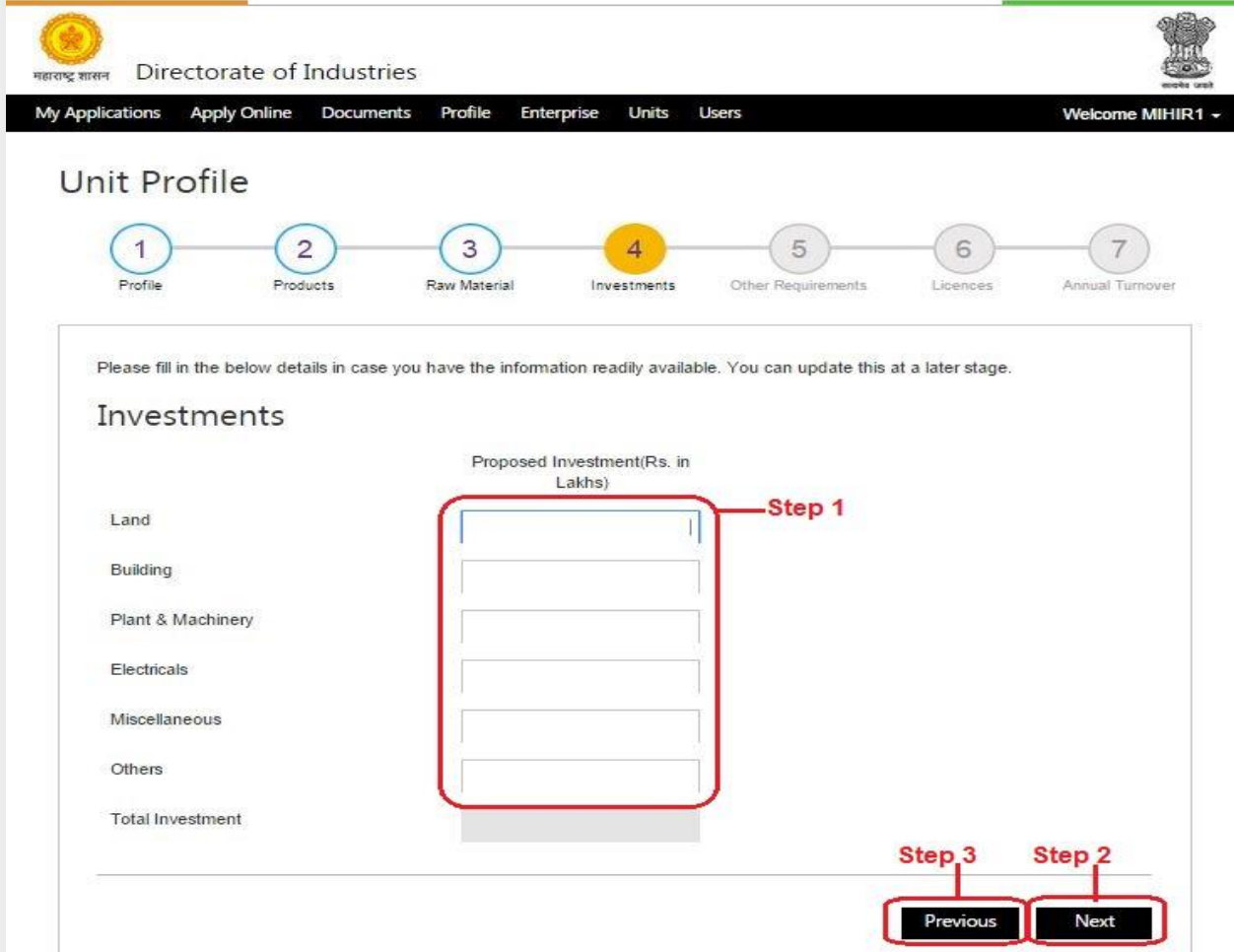
Step 3: User needs to enter proposed annual capacity.

Step 4: To add more products, user needs to click on “Add another” button.

Step 5: After completion of above required details, user needs to click on Next button to go next page of unit creation.

Step 6: To go back to previous page, user can click on “Previous” button.

Step 7: To remove any specific product information, user can click on “Remove” button.



Unit Profile

1 Profile 2 Products 3 Raw Material 4 Investments 5 Other Requirements 6 Licences 7 Annual Turnover

Please fill in the below details in case you have the information readily available. You can update this at a later stage.

Investments

Proposed Investment(Rs. in Lakhs)

Land

Building

Plant & Machinery

Electricals

Miscellaneous

Others

Total Investment

Step 1

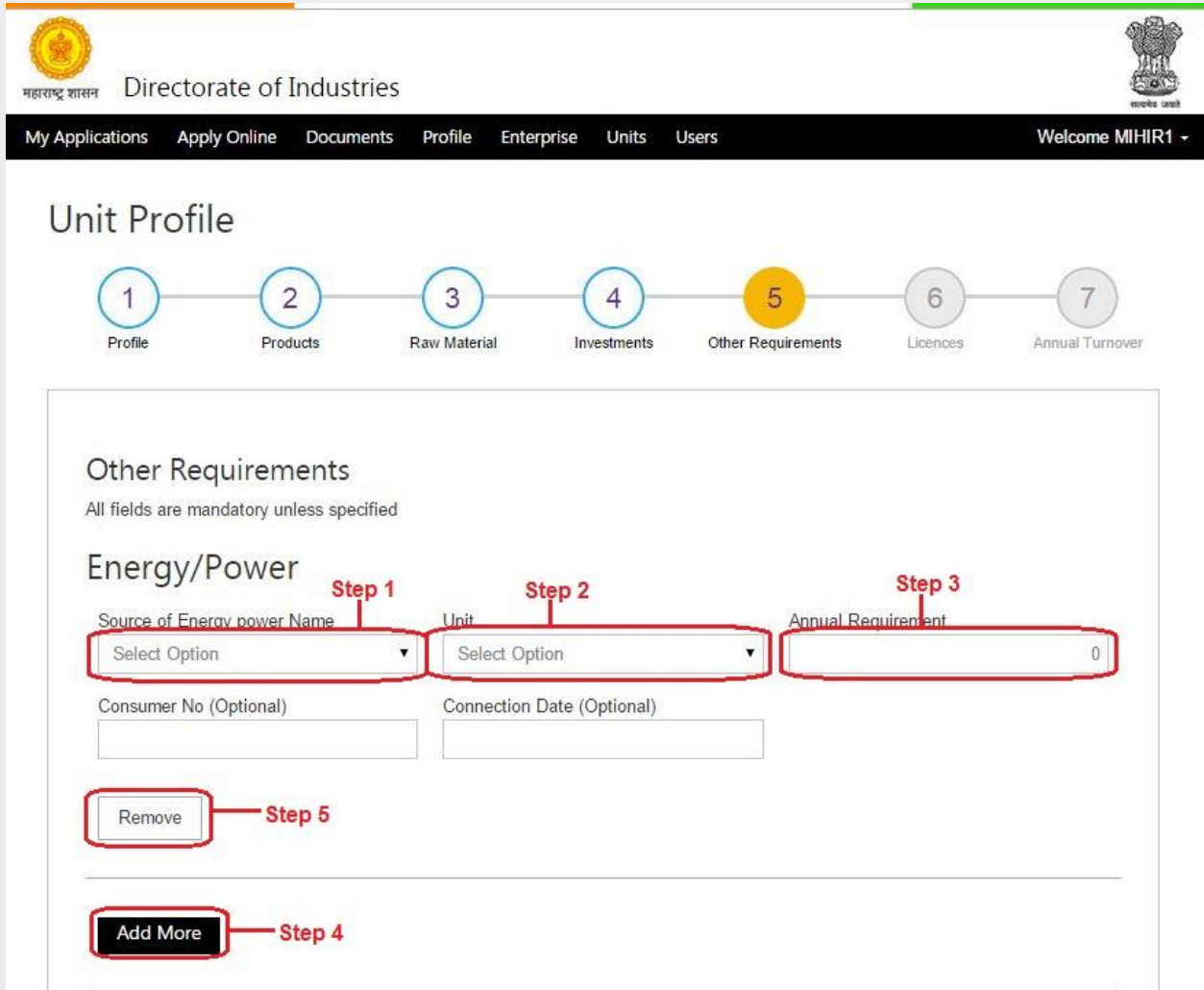
Step 3 Previous Step 2 Next

Figure 27 Unit Creation (6 -11)

Step 1: User needs to enter investment details like land. Building, plant & Machinery, Electrical, Miscellaneous and other.

Step 2: After completion of above mentioned details, user needs to click on “Next” button to go to the next page of unit creation.

Step 3: To go back to previous page, user needs to click on “Previous” button.



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My Applications Apply Online Documents Profile Enterprise Units Users

Unit Profile

1 Profile 2 Products 3 Raw Material 4 Investments 5 Other Requirements 6 Licences 7 Annual Turnover

Other Requirements

All fields are mandatory unless specified

Energy/Power

Source of Energy power Name **Step 1** Unit **Step 2** Annual Requirement **Step 3**
 Select Option Select Option 0
 Consumer No (Optional) Connection Date (Optional)
 Remove **Step 5**
 Add More **Step 4**

Figure 28 Unit Creation (8 -11)

Step 1: User will select source of energy power name from dropdown menu like captive power plant, generator set and power Supply Company.

Step 2: User needs to select unit from dropdown menu like H.P, KW and MW.

Step 3: User needs to enter Annual requirement.

Step 4: To add more energy source, user needs to click on “Add More” button.

Step 5: To remove any specific energy source information, user needs to click on “Remove” button.

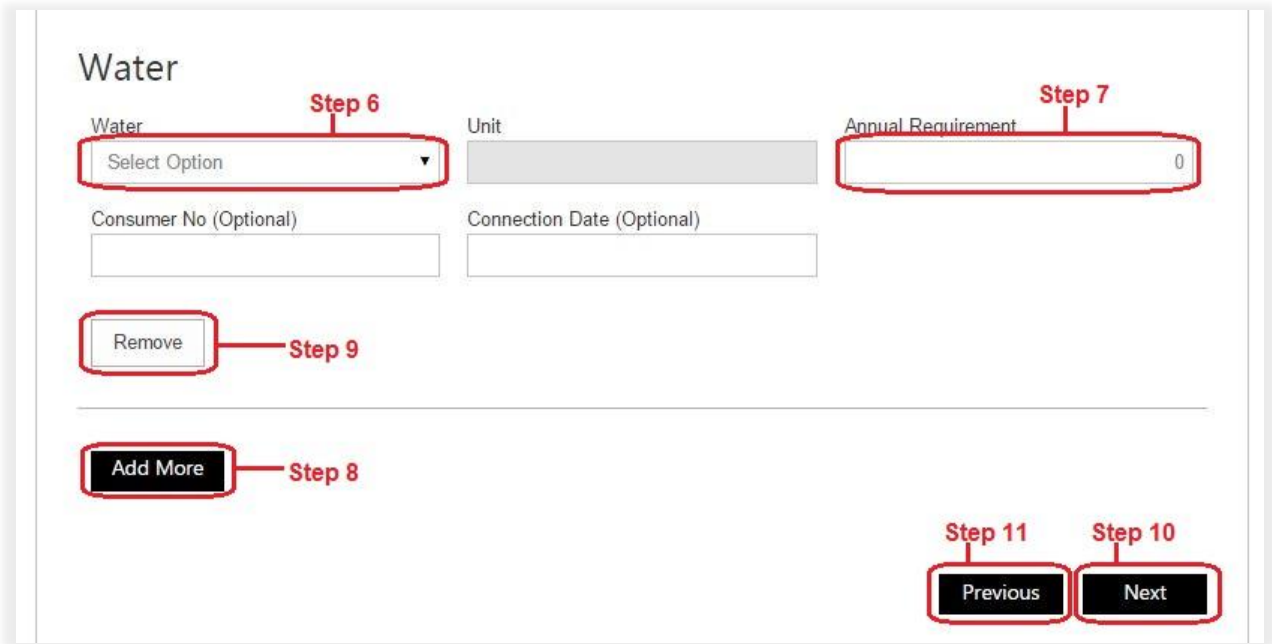




Figure 29 Unit Creation (9 -11)

- Step 6: User will select water source name from dropdown menu like water from MIDC, corporation water, municipal council water, ground water, natural water, open water body, rain water and water reservoirs.
- Step 7: User needs to enter Annual requirement.
- Step 8: To add more water sources, user needs to click on “Add More” button.
- Step 9: To remove any specific water source information, user needs to click on “Remove” button.
- Step 10: After completion of above required details, user needs to click on Next button to go next to the page of unit creation.
- Step 11: To go to back to previous page then user will have to click on previous button.

 Directorate of Industries 

My Applications Apply Online Documents Profile Enterprise Units Users Welcome MIHIR1

Unit Profile

1 Profile 2 Products 3 Raw Material 4 Investments 5 Other Requirements 6 Licences 7 Annual Turnover

Licences / Permissions / Registrations

All fields are mandatory unless specified

Acquired

Step 5

Licence Name **Step 1**

Licence Number Issue Date **Step 2** Expiry Date Optional

Step 3

Step 4

Applied

Step 6

Licence Name Acknowledgement Number Application Date

Step 7

Step 8

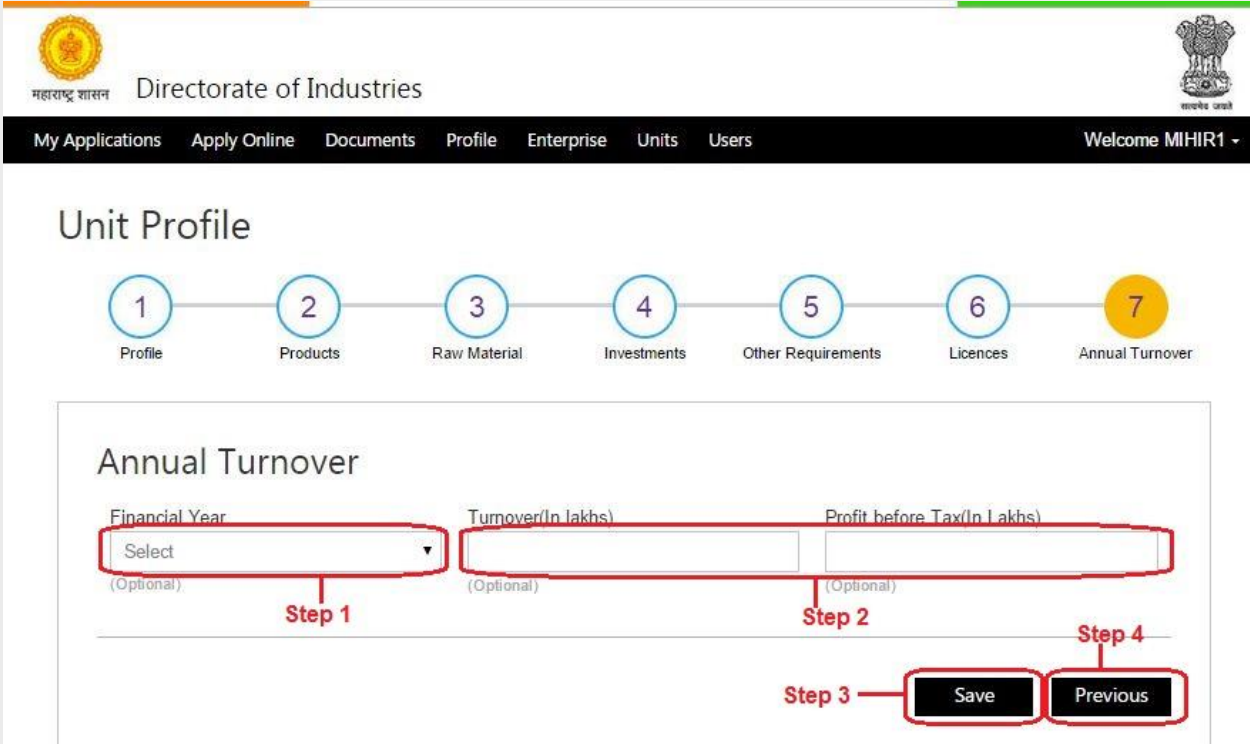
Yet to be applied

Licence Name Tentative Application Date

Step 10 **Step 9**

Figure 30 Unit Creation (10 - 11)

- Step 1: User needs to select license from dropdown.
- Step 2: User needs to enter acknowledgement number and issuing date.
- Step 3: User needs to upload certificate by clicking on upload certificate button.
- Step 4: To add more licenses, user needs to click on “Add Another” button.
- Step 5: To remove any specific license information, user needs to click on “x” button.
- Step 6: User needs to select already applied license from dropdown menu and needs to enter acknowledgement number and application date.
- Step 7: User will upload certificate by clicking on upload certificate button.
- Step 8: To add more applied licenses, user needs to click on “Add Another” button.
- Step 9: After completion of above required details, user needs to click on “Next” button to go to the next page of unit creation.
- Step 10: To go to back page, user needs to click on “Previous” button.



The screenshot displays the 'Unit Profile' page. At the top, there is a navigation bar with 'My Applications', 'Apply Online', 'Documents', 'Profile', 'Enterprise', 'Units', and 'Users'. The 'Annual Turnover' section is highlighted with a red box and contains the following fields and buttons:

- Financial Year:** A dropdown menu with 'Select' as the current selection. A red arrow points to it with the label 'Step 1'.
- Turnover(In lakhs):** A text input field. A red arrow points to it with the label 'Step 2'.
- Profit before Tax(In Lakhs):** A text input field. A red arrow points to it with the label 'Step 4'.
- Save:** A button. A red arrow points to it with the label 'Step 3'.
- Previous:** A button.

Figure 31 Unit Creation (11 - 11)

- Step 1: User will select financial year from dropdown menu.

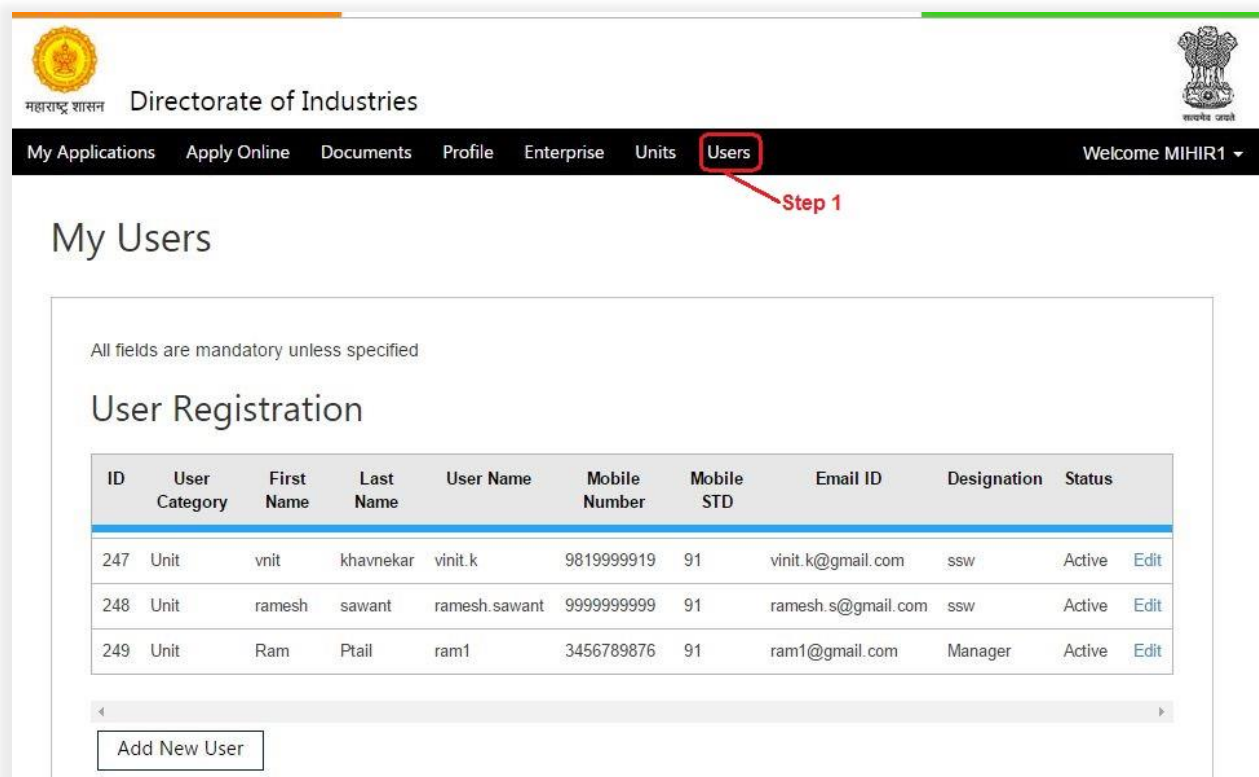
Step 2: User needs to enter turnover details profit before tax details.

Step 3: After completion of details user needs to click on “Save” button.

Step 4: To go back to the previous page, user needs to click on “Previous” button.

5.2 Unit User Creation

- For Creation of Unit User, click on Users Link, below screen will display (refer figure 32).



महाराष्ट्र शासन Directorate of Industries

My Applications Apply Online Documents Profile Enterprise Units **Users** Welcome MIHIR1

Step 1

My Users

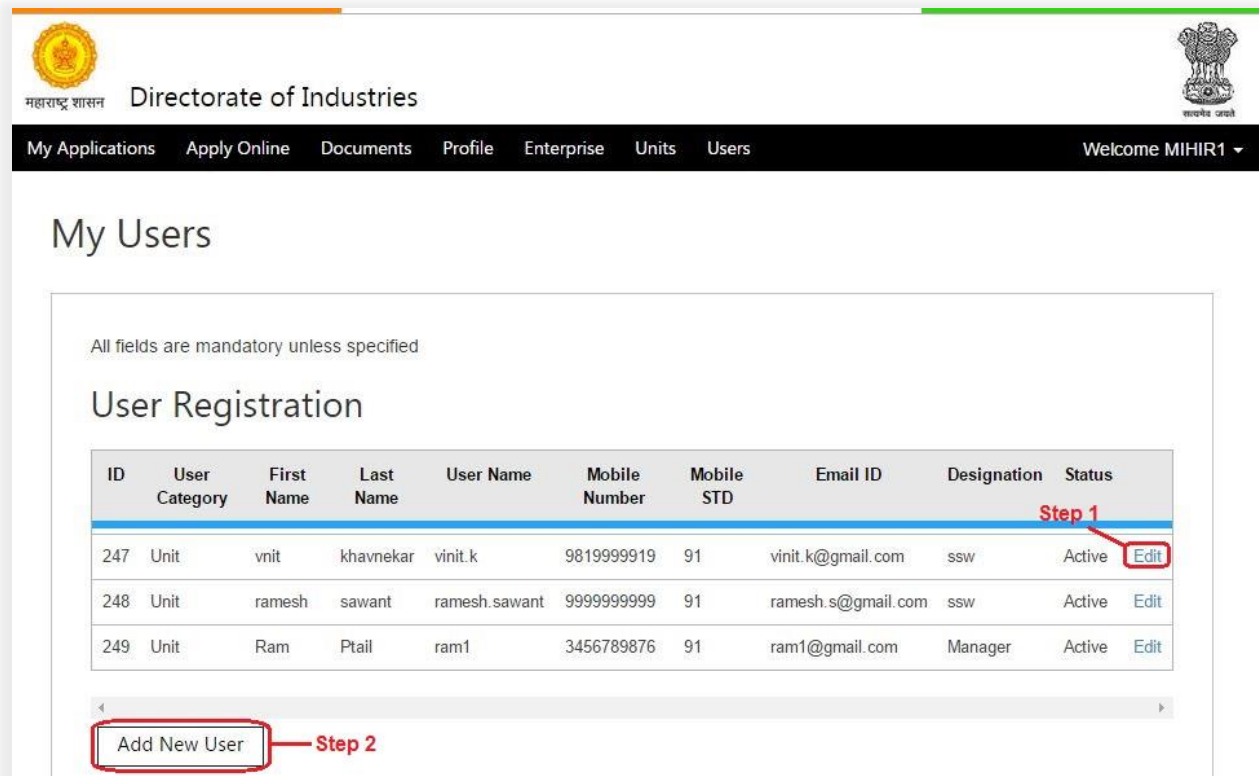
All fields are mandatory unless specified



User Registration

ID	User Category	First Name	Last Name	User Name	Mobile Number	Mobile STD	Email ID	Designation	Status
247	Unit	vnit	khavnekar	vinit.k	9819999919	91	vinit.k@gmail.com	ssw	Active Edit
248	Unit	ramesh	sawant	ramesh.sawant	9999999999	91	ramesh.s@gmail.com	ssw	Active Edit
249	Unit	Ram	Ptail	ram1	3456789876	91	ram1@gmail.com	Manager	Active Edit

[Add New User](#)

Figure 32 Unit User Creation Screen




Directorate of Industries


My Applications Apply Online Documents Profile Enterprise Units Users
Welcome MIH1R1 ▾

My Users

All fields are mandatory unless specified

User Registration

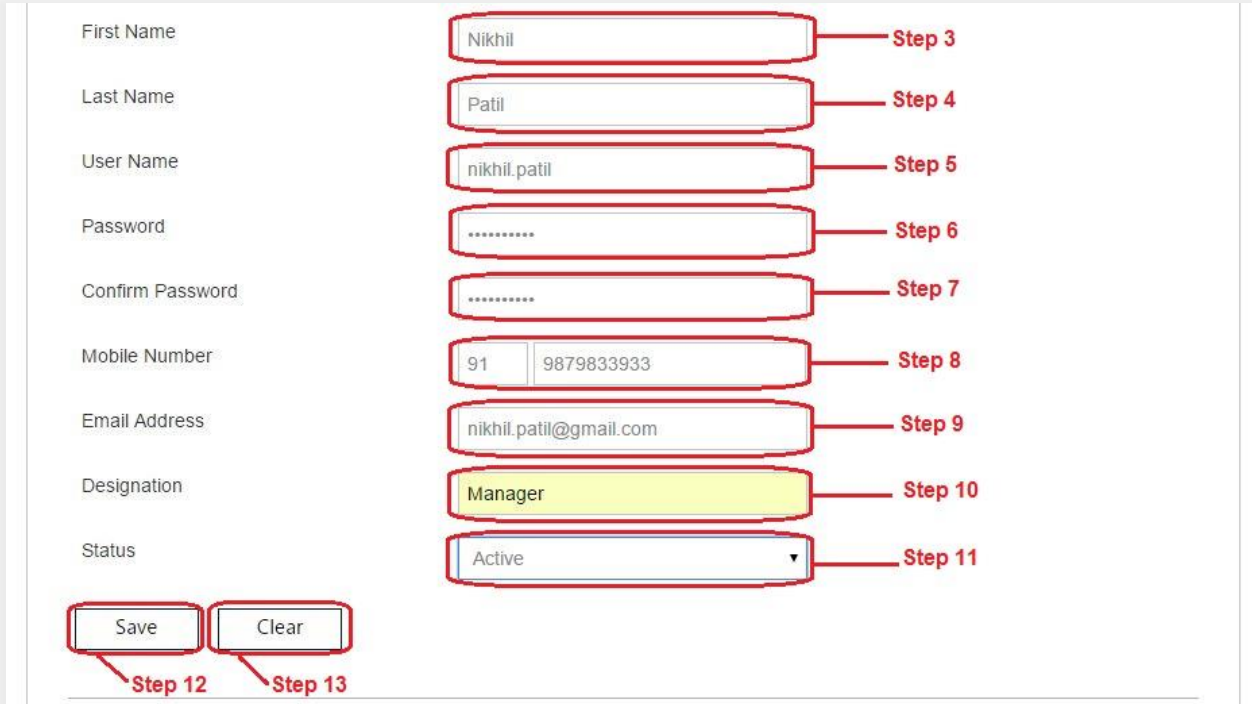
ID	User Category	First Name	Last Name	User Name	Mobile Number	Mobile STD	Email ID	Designation	Status	
247	Unit	vnit	khavnekar	vnit.k	9819999919	91	vnit.k@gmail.com	ssw	Active	Step 1 Edit
248	Unit	ramesh	sawant	ramesh.sawant	9999999999	91	ramesh.s@gmail.com	ssw	Active	Edit
249	Unit	Ram	Ptail	ram1	3456789876	91	ram1@gmail.com	Manager	Active	Edit

Add New User Step 2

Figure 33 Unit User Creation (1 - 3)

Step 1: To update any details of particular user, click on Edit link.

Step 2: To create new user, click on “Add New User” button.



The screenshot shows a form for creating a unit user. The fields and their corresponding steps are:

- Step 3:** First Name (Nikhil)
- Step 4:** Last Name (Patil)
- Step 5:** User Name (nikhil.patil)
- Step 6:** Password (.....)
- Step 7:** Confirm Password (.....)
- Step 8:** Mobile Number (91 | 9879833933)
- Step 9:** Email Address (nikhil.patil@gmail.com)
- Step 10:** Designation (Manager)
- Step 11:** Status (Active)
- Step 12:** Save button
- Step 13:** Clear button

Figure 34 Unit User Creation (3 - 3)

Step 3: User needs to enter first name (Only alphabet allowed).

Step 4: User needs to enter last name (Only alphabet allowed).

Step 5: User needs to enter username for login and this username will be used for ERIMS application login (e.g. nikhil.patil).

Step 6: User needs to enter Password and it should have at least 6 characters. Password must contain a number, a special character, an uppercase letter and a lowercase letter (For e.g. India*123).

Step 7: User needs to re-enter password to confirm new Password.

Step 8: User needs to enter Country code and valid mobile number.


Step 9: User needs to enter valid email id.

Step 10: User needs to enter designation of the unit user.


Step 11: User needs to select value from dropdown menu like Active & Inactive.

Step 12: After completion of all above required details then user needs to click on “Save” button.

Step 13: To clear all entered data filled in form, user can click on “Clear” button.



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My Applications Apply Online Documents Profile Enterprise Units Users
Welcome MIHIR1 ▾

My Users

User Name: ram1

Unit Name	Entrepreneurs Memorandum Part-I (EM-I)	Entrepreneurs Memorandum Part-II(EM-II)	Bombay Tenancy Agricultural Land	Stamp Duty Exemption Certificate	No Objection Certificate MMR	Industrial Promotion Subsidy	Package Schemes Of Incentives (PSI)
S G Industries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INWORKS Unit Manufacturing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Porite India Pvt. Ltd	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asian Paints	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Step 15

Save

Figure 35 Unit User Creation (3 - 3)

Step 14: User needs to select which service to be allocated to particular user.

Step 15: After completion of above steps then user needs to click on “Save” button.