



DEPARTMENT FOR PROMOTION OF INDUSTRY AND INTERNAL TRADE MINISTRY OF COMMERCE & INDUSTRY GOVERNMENT OF INDIA

National Single Window System

User Guide:

How to apply for SIP Approval on NSWS

National Single Window System (<u>https://www.nsws.gov.in/</u>)



Table of Contents

Table of Contents	. 2
How to register, sign in, create business profile on NSWS	. 3
How to view, identify or apply central approvals	. 3
How to add Digital Signature Certificate on NSWS	. 3
How to Verify PAN using Digital Signature Certificate on NSWS (New User)	. 3
How to register a query on NSWS	. 3
Generate Query/View Query	. 3
How to View the Permit	. 4
Raise and View Corrigendum	. 6
What are the technical Requirements for NSWS	. 6
Have any further questions?	. 7
Please submit your queries and feedback on:	. 7

Below are the links which you can directly access the pdf

How to register, sign in, create business profile on NSWS

How to view, identify or apply central approvals

How to add Digital Signature Certificate on NSWS

How to Verify PAN using Digital Signature Certificate on NSWS (New User)

How to register a query on NSWS

Generate Query/View Query

1) When the application is submitted by the Investor then Ministry users can raise query on this. So, Investor will see the status as Query raised and by clicking on 'Resolve Now' the application form will open

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	+ New Application			Husbandry & Dairying			
d	Sanitary Import Permit - Personal Consumption_15 + New Application	SW9183248079-M017_D002_A001- 1724909657531	29/08/2024	• Ministry of Fisheries, Animal Husbandry & Dairying	Query Raised	₹ 300	Resolve Now :
D	Sanitary Import Permit - Personal Consumption_17 + New Application	SW9183248079-M017_D002_A001- 1725446716106	04/09/2024	Ministry of Fisheries, Animal Husbandry & Dairying	Submitted	₹ 300	÷
• PREV	1 2 3 4 5	6 NEXT					10 / page 👻

On the screenshot below, you can see that Ministry user has requested to share company Certificate. The investor needs to click on reply.

	You have 1 query in your bucket to resolve	
	29 08.2024 (2:20 PM Ministry of Fisheries, Animal Husbandry & Dairying Please share company certificate. 29 08.2024 (2:21 PM Company certificate attached © 0,0,91110122612221Co	
	09.09.2024, 10 107 AM Ministry of Fisheries, Animal Husbandry & Dairying Testing	d to Me from last 133 days Reply
Resolve a	all the additional information required to submit the application	

Once the investor user clicks on reply, text box will open with options and attachment. After responding to it, Investor needs to click on Save and then on Submit.

29.08 2024, 12:20 PM Ministry of Fisheries, Animal Husbandry & Dairying
Please share company certificate. 29.08.2024,12:21 PM Company certificate attached @ 0_0_91110123612221Co
09.09.2024, 10:07 AM Ministry of Fisheries, Animal Husbandry & Dairying Testing
B / ⊻ S ⊨ E
Please find the attached document (i) Attachment

How to View the Permit

Once the application is approved by Ministry Users then it will show as Approved Status. If the investor wants to download and view the permit, they just need to click on the download button as shown in the screenshot below.

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Sanitary Import Permit Trading 6 Marketing_7 + New Application	- SW9183248079- M017_D002_A002- 06/ 1722926584584	8/2024	Ministry of Fisheries, Animal Approv Husbandry & Dairying	ved ₹ 300	Download Corrigendum
Sanitary Import Permit Trading 6 Marketing_14 + New Application	DAHD/SIP-APN/2024/TM/347 15/	0/2024	Ministry of Fisheries, Animal Submit Husbandry & Dairying	ted ₹ 300	÷
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The permit will get downloaded as shown in the screenshot below -

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	Sanitary Import Permit - Trading & Marketing_7 + New Application	SW9183248079- M017_D002_A002- 1722926584584	06/08/2024	Ministry of Fisheries, Animal Husbandry & Dairying	Approved	Not Live (1).csv <u>Open file</u> Not Live.csv <u>Open file</u> See more	
	Sanitary Import Permit - Trading & Marketing_14 + New Application	DAHD/SIP-APN/2024/TM/347	15/10/2024	Ministry of Fisheries, Animal Husbandry & Dairying	Submitted	₹300	÷

Another way to view the permit is to click on My documents. Here you will see the list of all certificates you received from the departments and ministries. You can click under actions to view or download the certificate.

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National Single Window System	CENTRAL APPROVALS	ATE APPROVALS red by States of Govt. of India	GOV Avail	TERNMENT SCHEMES 5	PM GATI SHAKTI Q	MY DASHBOARD →			
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Raise and View Corrigendum

If the requestor wants to have some changes in permit, then they can request Corrigendum. Users need to click on the Request Corrigendum.

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Sanitary Import Personal Consun + New Applic	Permit - pption_2 DAHD/SIP-APN/2024/PC/346 20/0 ation	Ministry of Fisheries, Animal Husbandry & Dairying	Approved ₹ 300	Bownload Corrigendum :

The user will fill in the details as shown in the below screenshot along with the required attachments and submit it.

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	+ New Application				Husbandry & Dairying	Corrigendum Request	
	Sanitary Import Permit - Personal Consumption_6 + New Application	DAHD/SIP-APN/2024/PC/350	21/02/2024	vijay	Ministry of Fisheries, Animal Husbandry & Dairying	Please specify the changes required to be made in perm Reason * Reason for Corrigendum Request	it
	Sanitary Import Permit - Personal Consumption_5 + New Application	DAHD/SIP-APN/2024/PC/349	21/02/2024	vijay	Ministry of Fisheries, Animal Husbandry & Dairying	Attachment Max file size - 2MB Doc type supported - PDF, Doc, Excel	0/500 Browse
	Sanitary Import Permit - Personal Consumption_2 + New Application	DAHD/SIP-APN/2024/PC/346	20/02/2024	vijay	Ministry of Fisheries, Animal Husbandry & Dairying	Submit Cancel	
	No objection certificate for construction of a structure + New Application			vijay	Ministry of Civil Aviation		
					Ministry of		

Once the Corrigendum is requested then this will grey out.

What are the technical Requirements for NSWS

System Requirements for National Single Window Portal

- Windows OS (XP or higher)
- MAC OS (X 10.9 or higher with latest updates)
- View/ Download Pdf: Download the pdf reader to view and download the pdf files from the link: <u>https://get.adobe.com/reader/</u>)

- Platform requires a minimum screen size of 976px wide, but using 1024px or higher is recommended
- Digital Signature Certificate (DSC): Latest version of emBridge software need to be installed in the system which acts a connecting link/driver between the NSWS and DSC

Web browsers best suited for National Single Window System

- Google Chrome
- Mozilla Firefox
- > Apple Safari

Have any further questions?

Please submit your queries and feedback on:

https://www.nsws.gov.in/contact-us

Email: contactus-nsws@investindia.org.in Ph: 1800 102 5841 (Monday - Saturday, 9am - 6pm)