

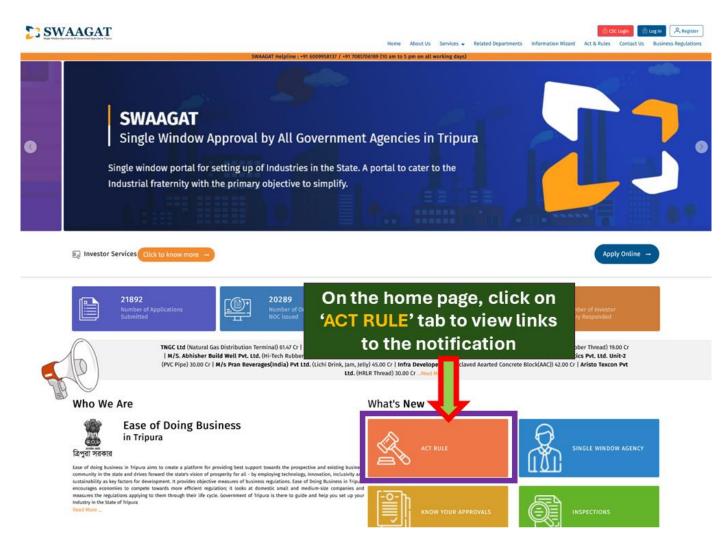
Business Reforms Action Plan 2024-25

BRAP No.	132		
Area	Labour Regulation Enablers		
Sub-Area	Registration of Factories under The Factories Act, 1948		
Recommendation/Reform	Design and implement an online system and mandate the following features without the requirement of physical visit to the department: i. Submission of application ii. Payment of application fee		
	iii. Track status of applicationiv. Download the final signed certificate.v. Third party verification		
Applicable to Department(s)	Factories & Boilers Organisation		

Compliance Supporting Documentation

Approach to reform	Online system is designed for Submission of application, Payment of fees, tracking of applicationand downloadingof final certificate option. Third party also can verify the certificate. This reform has been made to avoid physical visit to the department and applicant can avail the service without touch point.								
Act/GO/ Circular/ Notification No.	The Tripura Industries (facilitation) (amendment) Rules, 2020	F.No.DI/TIDA/4(35)/2020/20,466 dated, 03.12.2020							
(Attached)	Organisation's Notification regarding Online Submission of Factory Registration, Renewal of Factory license and boiler License	No.F.2(345)-FB/EoDB(SRAP)/2020/1614 dated, 09.11.2020.							
	Organisation's Notification mandating Online Submission for application, Payment of fee, Tracking status of application, Downloadingof final certificate& facility for Third party verification	No.F.2(345)-FB/EoDB/VolII/2015/1376-81 dated, 18.10.2017.							
URL	Link to the swaagat notification page	https://swaagat.tripura.gov.in/#/page/acts-rules							
	Direct link to the notification -The Tripura Industries (facilitation) (amendment) Rules, 2020 Factories & Boilers home page	https://swaagat.tripura.gov.in/assets/documents/T he%20Tripura%20Industries%20(Facilitation)%20(A mendment)%20Rules,%202020.pdf https://factory.tripura.gov.in/							
	Direct link Notification regarding Online Submission	https://factory.tripura.gov.in/sites/default/files/202 4- 05/Online%20submission%20of%20application.pdf							
	Direct link to the notification -Mandatory Services	https://factory.tripura.gov.in/sites/default/files/202 4-05/Mandating%20Online%20submission.pdf							
Screenshot of process/ documents	Screenshot of the webpage and Govt. notifica	tion attached for your reference							

1. To view the mandate of online services, please visit the swaagat online portal using the link provided above and click on the "ACT RULE" present under "What's New" dashboard in the middle of the page as shown.



2. You will be directed to this page where you can view all the relevant ACT and Rules issued by clicking on the links.

C O A https://swaagat.tripura.govin/#/page/acts-rules	Charles Control Contro
SWAAGAT Transmission of the second se	🙆 CSC Login 🖉 Regiand Departments Information Wizard Act & Rules Contact Us Business Regulat
₩ >> Act Rules	
🕹 Swaagat	
→ The Tripura Industries (Facilitation) Act, 2018	Here you may click on the
 Tripura Industries (Facilitation) Rules, 2020 The Tripura Industries (Facilitation) (Amendment) Act, 2020 	links to view the notifications
The Tripura Industries (Facilitation) (Amendment) Rules, 2020	

➔ Right to Information Act

Department Government Order(s)

SL No	Department	Government Order Number	Government Order Date	Subject	Download
1	PWD (Drinking water and Sanitation)	1326	10/12/2020	Notification on obtaining water Connection	*
2	Industries & Commerce	2020	07/12/2020	Notification regarding State Cinema regulation rules and movie shooting	۸.
3	Electrical Inspectorate	592	09/11/2020	Notification on Approval of DG set Installation	*
4	Drugs Control Administration	4817	14/12/2020	Notification on Granting and Renewal of Drug manufacturing License	Δ.
5	Industries & Commerce	3656	09/11/2020	Notification on movie shooting-Traffic and Police	±

No.2488

Registered No. N. E. 930.



GAZETTE

Published by Authority EXTRAORDINARY ISSUE

Agartala, Saturday, December 5, 2020 A. D., Agrahayana 14, 1942 S. E.

PART--I-- Orders and Notifications by the Government of Tripura, The High Court, Government Treasury etc.

GOVERNMENT OF TRIPURA DEPARTMENT OF INDUSTRIES & COMMERCE SHILPA UDYOG BHAWAN, KHEJURBAGAN.

F.No. DI/TIDA/4(35)/2020/20,466

Dated, Agartala, the 3rd December, 2020.

NOTIFICATION

WHEREAS, Section 28 of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), empowers the State Government to make Rules to give effect to the provision of the Act and for matters connected therewith or incidental thereto;

AND WHEREAS, according to Section 28(a) of the Tripura Industries (Facilitation) Act, 2018 (Act No.5 of 2019), draft rules under the Act were published in the Tripura Gazette on 09th October, 2020, inviting objections and suggestions from all persons likely to be affected thereby within a period of 30 days from the date of publication of the notification;

AND WHEREAS, the objections and suggestions received within the specified time have been duly considered and the draft rules have accordingly been finalized;

NOW THEREFORE, having regard to that and considering all aspects, the State Government publishes the following Rules namely "The Tripura Industries (Facilitation) (Amendment) Rules, 2020".

The Tripura Industries (Facilitation) (Amendment) Rules, 2020

1. Short title, extent and commencement:

- These may be called "The Tripura Industries (Facilitation) (Amendment) Rules, 2020" and also to be known as Single Window Approval by All Government Agencies in Tripura (SWAAGAT) (Amendment) Rules, 2020
- (2) They shall extend to the whole of the State of Tripura.
- (3) They shall come into force on and from the date of their final publication in the Tripura Gazette.

2. Amendment of Rule 7 :

- (1) In sub-rule (1) of rule 7 of the principal Rules, the words 'SWAAGAT Approval Certificate' shall be substituted with the words "desired approvals"
- (2) In sub-rule (3) of rule 7 of the principal Rules, the expression '(either manually or online)' shall be substituted with the words "(online)"
- (3) The sub-rule (6) of rule 7 of the principal Rules is substituted as follows :-"(6) The Combined Application Form filled and submitted by the applicant should be scrutinized and accepted for issue of relevant clearances by the concerned Department/organization."
- (4) The sub-rule (7) of rule 7 of the principal Rules is substituted as follows:-"(7) The authorized representative of the nodal agency/concerned Department shall satisfy himself /herself that:
 - (i) The application is in complete shape;
 - (ii) All relevant and prescribed documents have been attached online
 - (iii) The prescribed fees receipts have been paid online;
 - (iv) Filled up Self-Certification format has been submitted online:"

Tripura Gazette, Extraordinary Issue, December 5, 2020 A. D.

8. Insertion of new Rule- 15 & 16 :-

In the principal rules, after Rule 14 the following new rules shall be inserted

"15. Single Window Clearance System

An online portal in the name of "Single Window Approval by All Government Agencies in Tripura (SWAAGAT)" functioning as part of the Single Window Clearance System will have the following provisions and mandate:

- (a) All applications for setting-up of industrial or service sector undertakings in the State of Tripura including incentive application which are provisioned in the Single Window Clearance System would be submitted in the online portal with no requirement for submissions of a hard copy and necessary action will be taken up by respective Departments/Organizations for grant or time bound issue of no objection certificates, allotments, consents, approvals, permissions, registrations, enrolments, licenses, renewals, incentives or the likes online in the portal.
- (b) All queries regarding the application from the investor will be recorded and addressed within a timeline of 15 days from the date of queries.
- (c) Queries/clarifications related to application are sought in one go by respective Departments/Organizations and within 7 days of receipt of the application
- (d) Inclusion of additional new regulation or license in the online wizard/system within 30 day.
- (e) The list of services to be made available under the portal with timelines are specified under Schedule-I

Provisions and mandate of Single Window Clearance System – (1) The Single Window Clearance System shall have the following provisions with the following mandate —

- (a) the provision of online wizard/system with addition of new regulation or license in the online wizard/system within 30 days and implementation thereof;
- (b) the provision of online submission of application through Combined Application Form (CAF) generated online by attaching the relevant enclosures, certificates, attachments etc and implementation thereof;
- (c) the provision of online payment merging all fees, applicable under various Acts, rules, policies and schemes, for which an application is submitted in Combined Application Form (CAF), into a single transaction and implementation thereof;
- (d) the provision of electronic transfer of the fees and application by attaching the relevant enclosures, certificates, attachments etc. to respective Government agencies for processing and implementation thereof;
- (e) the provision of online approval, tracking of real time status of application and delivery of services (downloading the issued certificate online) and implementation thereof;
- (f) the provision of sending out alert through short message service (SMS) or e-mail notification to the applicant including respective users of Department/Organization or authority concerned as and when the application is submitted and/or query is raised and/or application is approved/rejected including any inspection scheduled and implementation thereof;
- (g) the provision of sending automated short message service (SMS) or e-mail notification to the respective users of Department/Organization or authority concerned with status information on the applications in which clearances are likely to breach the stipulated time and implementation thereof;
- (h) the provision of third party verification and implementation thereof;

Tripura Gazette, Extraordinary Issue, December 5, 2020 A. D.

- (5) The penalty so levied will be <u>Rs.1000/- (Rupees one thousand only) for each day of such delay till approval is accorded or reason for rejection or delay in according approval is furnished. However, the total amount of such penalty shall not exceed Rs.25,000/- (Rupees Twenty Five Thousand only) in any particular matter.</u>
- (6) The amount of money, so collected as penalty, shall be credited to the consolidated fund of the state by the HOD."

(BY ORDER OF THE GOVERNOR OF TRIPURA)

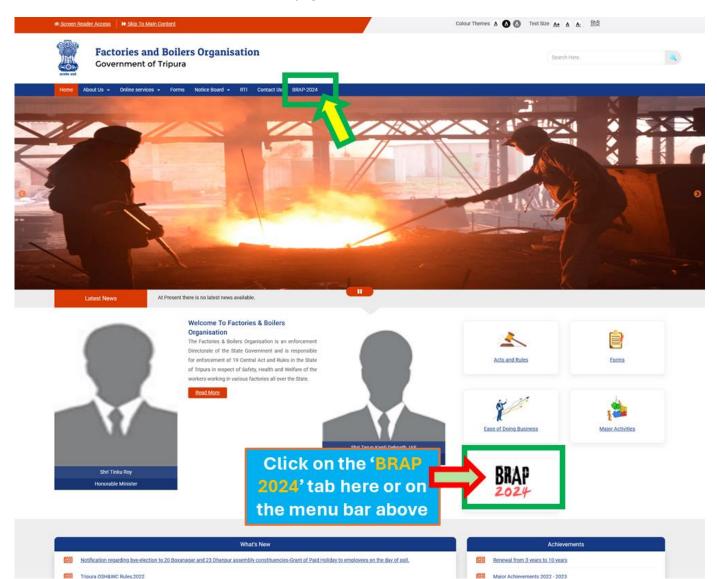
Dr. P.K.

Special Secretary, Industries & Commerce

Mandate for online submission of applications has also been issued by the Factories & Boilers Organisation, Govt. of Tripura.

To view the mandate, kindly follow the following steps or directly visit the links provided above on the first page.

1. Click on the 'BRAP 2024' on the home page.



Step-2: Click on View of BRAP-2024 Sl. No. 132 to get the Notification on submission of application online and notification on mandatory services.

Home A	Govern	ries and Boilers Or ment of Tripura	ganisation Board - RTI Contact Us BRAP 2024				Search Here.	
Home > BF	WP-2024							
BRAP-2	2024						What's New	
BRAP-2024 SI. No.	Departments	Sub-Area	Reform Details	Download View	7	Swift/Pet	fling guptation for Hirlog of Maruti Swift D'Zire/Maruti 1901,	1
129	Factories & Boilers	Registration of Factories under The Factories Act, 1948	Introduce a provision for allowing the validity of license under the Factories Act, 1948 to be 10 years or more.	Vicw D			omplaint Committee ist of industrial Establishments, Tripura 2023,	
130	Factories & Boilers	Registration of Factories under The Factories Act, 1948	Ensure that information is available on website on all necessary components for availing a service such as comprehensive list of documents required, procedure with stage wise details, cost and time for completion of each procedure/ step, searchable based on risk category, size of firm, business location and Foreign/ Domestic investor				ist of Industrial Establishments Trisura 2024.	
131	Factories & Bollers	Registration of Factories under The Factories Act, 1948	Mandate time-bound delivery through a legislation such as: 1. Right to Services Act / Public Service guarantee Act 2. Equivalent act with puntive provisions and grievance mechanism in case the stipulated timelines are not met.	View B View B		< >		
132	Factories & Boilers	Registration of Factories under The Factories Act, 1948	Design and implement an online system and mandate the following features without the requirement of physical visit to the department: I. Submission of application II. Track status of application III. Track status of application IV. Download the final signed certificate V. Third party wetfication	View 5 View 5		+	Click on the 'View' link to view the	
133	Factories & Boilers	Registration of Factories under The Factories Act, 1948	Ensure safety conditions are prescribed in line with the provision made in the OSH Code which permits women to work at night and in all occupations subject to their consent]		notifications	
134	Factories & Boilers	Renewal of Factories Registration under The Factories Act, 1948	Eliminate the requirement of renewal of registration or allow auto renewal					

Notification regarding Online submission of factory registration, renewal of Factory License' and click on it to view the notification.

No.F.2(345)-FB/EoDB(SRAP)/2020/ 1614 Government of Tripura Factories & Boilers Organisation Suraksha Bhavan Pandit Nehru Complex, Gorkhabasti <u>Agartala-799</u> 006.

Dated, Agartala, the Qth November, 2020.

NOTIFICATION

It is for general information of all concerned that as per decision of the State Government – all applications for approval of plan drawing for Factory Registration & Renewal of Factory Licence as well as Boiler Licence need be submitted on-line through SWAAGAT (Single Window Approval by All Government Agencies in Tripura) Portal with effect from the 16th November, 2020. The applicant shall submit application on-line through Single Window Portal by login www.swaagat.tripura.gov.in. No off-line application shall be received by the Factories & Boilers Organisation. w.e.f. 16th November, 2020.

For details, applicant may visit the department's website www.factory.tripura.gov.in or contact over telephone no.Q381-232-3915.

(Er. S. C. Das) Chief Inspector of Factories & Boilers <u>Government of Tripura</u> No. F. 2(345)-FB/EoDB/Vol.-II/2015/ 1376-81 GOVERNMENT OF TRIPURA LABOUR DEPARTMENT (FACTORIES & BOILERS ORGANIZATION)

Dated, Agartala, the 18th Och, 2017.

NOTIFICATION

Factories & Boilers Organisation, Government of Tripura has provided the mandatory Comprehensive list of required documents, Procedures, clear Timelines, Inspection Procedures etc. in the Departmental website "<u>www.factory.tripura.gov.in</u>" under the **EASE OF DOING BUSINESS** considering the priority of the State Government for **online facilities** to the entrepreneurs to ensure seamless & hassle-free services with extension of provision of e-payment through e-GRAS with immediate effect under the Factories Act., 1948, Boilers Act., 1923 & Regulations and Rules made thereunder for the following areas as **mandatory services** :

- 1) Submission of online application, payment, tracking & monitoring, verification for approval of plan drawing, registration & grant of licence for Factory and renewal of Factory/Boiler operation licence,
- Provision of download the final signed approval certificates for Factory/Boiler from the online portal,
- 3) Provision to easily verify the approval certificates by third parties for Factory/Boiler in the public domain of at least two years,
- 4) Clear Timelines for approval of plan drawing, registration & grant of licence for Factory/Boiler and renewal,
- 5) Inspection Procedures under the Factories Act., 1948,
- 6) Submission of Inspection report within 24 hours,
- 7) Provision to view and download the submitted Inspection report by the users,
- 8) Same Inspector will not Inspect the same establishment registered under the Factories Act. twice consecutively.

This system ensures that there will be no physical touch point for the activities such as application submission, payment, tracking and monitoring etc. The user will be able to download the final signed approval certificate from the online portal through his user login. Procedures, comprehensive list of documents required, clear timelines and third party verification of all above said services are also available in the above said website.

By Order of the Governor,

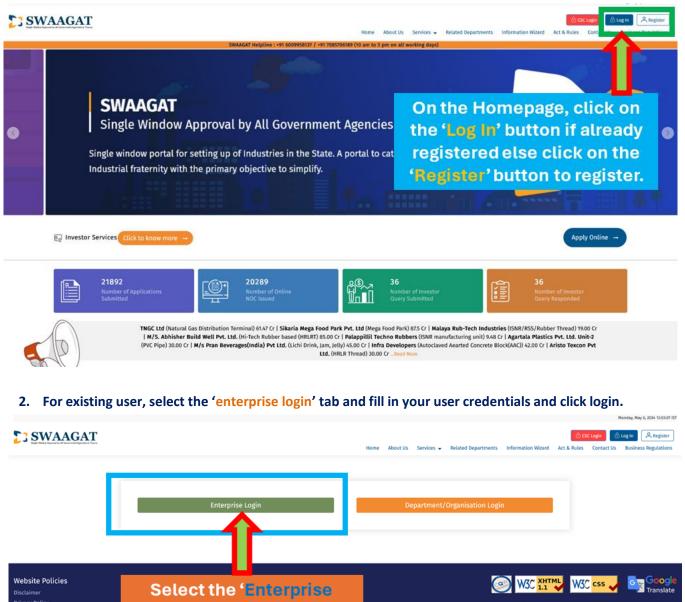
Deputy Secretary to the Government of Tripura.

Copy to:-

- 1. The P.A. to Minister, Labour etc. Department, Government of Tripura, Agartala for kind information of Hon'ble Minister.
- 2. The P. A. to Secretary, Labour Department, Government of Tripura, Agartala.
- 3. The Director, Directorate of Industries & Commerce, Govt. of Tripura, Agartala.
- 4. The Chief Inspector of Factories & Boilers, Govt. of Tripura, Agartala.
- The Additional Director, Directorate of Information Technology, Govt. of Tripura, Agartala for uploading the Notification heading with "NOTIFICATION OF MANDATORY SERVICES" in the department's website under 'Ease of Doing Business'.
- 6. Guard File.

Online process for Submission of Application, Payment of Fees, tracking of application, Download certificate and Third-party verification.

1. Go to the home page and select 'login' on the top right corner of the page.



	Enterprise Login	Department/Organisation Login
Website Policies Disclaimer Privacy Policy Query/Feedback Terms & Conditions How to Setup A Business	Select the 'Enterprise Login' button to enter your log in details and login	WSC LIT WWSC CSS WWSC CSSS WWSC CSS WWSC CSS WWSC CSS WWSC CSS WWSC CSS WWSC CSS
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	User Name * Enter Username Password * Enter Password 4 6 4 5 9 7 1 Login	Fill in your details to login
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3. In case of new user, kindly click on 'Register here' and proceed with the user registration first.

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r		New User Registration
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	Enter	Enter
	Authorize Person Email Id •	Authorize Person PAN
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© Content owned by Government of Trip		Page last updated on a 15/06/2021

4. When a user logs in, he will be presented with a dashboard. New applicants are first required to add his organisation by filling up the details such as company details, industry details, etc

			Friday, March 12, 2021 0053/57 ISI					
SWAAGAT		these details are required to be filled first before applying for NOC/License	Logged in as swaagat_m_test					
•	Dashboard > Organization > Add Organization	Dashboard > Organization > Add Organization						
Dashboard								
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Upload Existing Licence	Proprietary	Swaagat Manufacturing						
Renewal								
Inspection	COMPANY ADDRESS							
Special Services	Company's Registered Address	Habitation/ Area/ Building						
Incentive	Industries and Commerce, Tripura	101/A Test, Kolkata-101						
Grievance								
Appeal	Pin	Post Office *	Police Station *					
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	© (c	itent owned by Government of Tripura						

For Factory License, the applicant will first have to apply for drawing approval under CFE (Consent for Establishment) and then apply for the License under CFO (Consent for Operation). In case the applicant already has approved factory plan from the Factories & Boilers Organisation, then he can directly apply for the Factory License under CFO.

5. Once the organisational details are filled by the user. He can proceed with filling up of his 'Application Process' by answering the questionnaires in the common application form.

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6. After the user finishes answering the questionnaire and depending on the user inputs, the system will automatically populate all the approval that the user requires for setting up his firm. The user can select and deselect the approval that he wants to apply at any given moment and proceed with filling up the questionnaire related to those approvals.

		The system will list all the approval required depending on the CFE Logged in as or CFO details filled. Select the Approval that you want to apply in swaagat_m_test 🔄						
4 Dashboard		case you do not want to apply all at a time. Click 'Next' All* marked fi					ields are mandato	
Common Application Form	THE FOLLOW	/ING ARE THE A	PPROVALS REQUIRED FOR ESTABLISHMENT OF YOUR UNIT	$\mathbf{\Lambda}$				
Application List Application Process	Apply For Approval	Sl. No.	Approval Required for	Departm	ient Name	,	Already Applied?	Fee (Rs.)
Consent for Establishment(CFE) Consent for Operation(CFO) Other Services		1	Principal employer registration under Contract Labour Act	Dire	ctorate of Labour		No	र0.00
Upload Existing Licence		2	Factory Plan Drawing Approval	Fact	ories & Boilers Organisation		No	₹150.00
Renewal Inspection		3	Application for Fire Advisory	Dire	ctorate of Fire Service		No	₹0.00
Special Services		4	User Charges for CFE	Trip	ura Industrial Development Corporation Limited		No	₹7,500.00
Grievance Appeal		5	Application for building approval from ULB	Urba	an Development Department		No	₹270.00
						Total Fee	₹7,650.00	
				< Previous	Next >			

- # Click on 'Next' after making the selection
 - 7. User are then required to answer/fill up the questionnaires related to the approvals heis seeking for.

		Fill in the details and click 'Next'	Logged in as swaagat_m_test
«	Dashboard > CFE > Application		All * marked fields are mandatory
Dashboard	FACTORY PLAN DRAWING APPROVAL	\.	
Common Application Form	Manufacturing Process *	~	Details *
Application List	Other		~ XYZ
Application Process			
Consent for Establishment(CFE) Consent for Operation(CFO)	Hazardous Operation *		Dangerous Operation *
Other Services	None of these		 None of these
Upload Existing Licence	Total Employment		
Renewal	240		
Inspection	Power Details		
Special Services 🗸 🗸	Nature of the power to be used *	Unit of Power *	
Incentive 🗸	Installed *	Proposed to be Installed *	Total of power to be used *
Grievance		HP 400	HP 600 HP
Appeal		100	
	Upload Plan Drawings & Other Documents (Site of Factory, P		
	Name	File	
	Enter	Select file	Browse
	SI, No. Name	File	Action
	1 abc	plan_1615490635.pdf	● View I ¥ Remove
		< Previous	Next > Back to list

8. Once the user finish filling up the questionnaires for approval that the user is applying for, the system will show the final list of application(s) and the related amount/fees that the user is required to pay.

			A page for final list of application will open with details of fees for payment. Click on 'I agree to	Logged in as swaagat_m_test
4 Dashboard	Contract Con	cation	pay' and click 'Submit'	All * marked fields are mandatory
Common Application Form	FINAL LIST OF APPLICATI	ON(S)		
Application List Application Process	SL No.	NOC/Licence	Department	Amount
Consent for Establishment(CFE) Consent for Operation(CFO)	1	Factory Plan Drawing Approval	Factories & Boilers Organisation	₹150.00
Other Services	2	User Charges for CFE	Tripura Industrial Development Corporation Limited	₹7,500.00
Upload Existing Licence Renewal			Total Amo	unt ₹7,650.00
Inspection	I agree to pay th	e 'Total Amount'	\mathbf{X}	
	~			
Grievance			< Previous Submit >	
Appeal				

Once everything is as desired by the user, he can recheck the amount, click on the checkbox to agree to the terms and click on the submit button for the payment.

9. After the user clicks on the submit button, the system will provide an option to the user to either accept or reject the payment.

SWAAGAT	C		Clict	k on '	'Accept' payment to proceed	Logger swaaj	d in as gat_m_test 🖃 🕛
Dashboard		Dashboard > CFE > A	Application			All * mark	ed fields are mandatory
Common Application Form		FINAL LIST OF APPLI	ICATION(S)				
Application List		SL. No.	NOC/Licence		Department		Amount
Application Process		St. NU.	WOC/ Litelite		veparument		Amount
Consent for Establishment(CFE)		1	Factory Plan Drawing Approv	val	Factories & Boilers Organisation		₹150.00
Consent for Operation(CFO) Other Services		2	User Charges for CFE	-	Tripura Industrial Envelopment Corporation Limited		₹7,500.00
Upload Existing Licence Renewal				F		7,650.00	
Inspection		I agree to p	ay the 'Total Amount'		You have to pay ₹7,650.00		
Special Services		- office to be					
Incentive					Accept Reject		
Grievance			L		< Previous Sul <mark>mit ></mark>		
Appeal							

10. Once the user has clicks on accept, the system will guide the user through the payment process.

GRN			21074AA789	Date: 15	-03-2021		
Profile Name			Swaagat				
Payment Mode			Online (Net Banking)		F/PayeeCode/TI VehicleNo./Taxid		1525
Office Name				PAN No.(f Applicable)		
Treasury			E-Treasury, Tripura	Full Name	Select	the payment mode	Swaagat Manufacturing Test
Year (Period)			(2020-21) One Time	Address		ck 'continue'	Industries and Commerce Tripura
Town/City/District			Agartala	PIN			799005
Particulars(If Any) Amount In Rs	SNo. 1 2	Budget Head/Purpose 0230-00-104-54-01 8443-00-117-45-01	Swaagat Payment Seven Thousand Six Hundred Fifty Rupees	Deduct:C Total/Ne	ommission Amount	Amount in	RS. 150 7500 0 7 7650
			SBI	Aggregat or	Net Banking Select any Payme Net Banking Credit Card Debit Card CSC Wallet UPI	nt Mode	Continue

11. Note the GRN details for future references

GRN	21074AA789	Date: 15-03-2021		
Profile Name	Swaagat			Note the GRN details for
Payment Mode	Online (Net Banking)	PRAN/GPF/PayeeCode/TIN/ Actt.No./VehicleNo./Taxid(If Any)	1525	future references
Office Name		TAILINO. (2 Applicable)		
Treasury	E-Treasury, Tribura	Eull Name	Swaagat	Manufacturing Test
Year (Period)	(2020-21) One Tim		Industries	and Commerce Tripura
Town/City/District	Agartala Please note down GRN/Trans	actionID for your future reference: 21074AA789	799005	
SNo. Budget Head/Purpo 1 0230-00-104-54-01 2 8443-00-117-45-01	Se E	OK Amor	ınt in Rs.	150 7500
Particulars(If Any)	Swaagat Payment	Deduct:Commission	0	
Amount In Rs	Seven Thousand Six Hundred Fifty Rupee	5 Total/NetAmount	₹ 7650	
		SBI Aggregator 🗸 Net Banking 🗸		Continue

Click on 'Ok'

in case payment mode is selected as 'net banking' in the previous option, kindly select the name of bank from the drop-down list.

© SBIePay	9	<u>G₹AS</u>
nly at contact-based points of usage [viz. ATM	I's and Point of Sale (POS) devices] within India. For card not present (Domestic and International) tr	ansactions Card holder has to enable the card for su
Payment Details		
Debit/Credit Card	Debit / Credit Card	Order Summary
Internet Banking	Internet Banking	Order No.: 21074AA789
(a) Wallets	Popular Banks	Merchant Name: eGras Tripura Finance Dept
SBI Branch Payment	• • • • • • • • • • •	Amount: 7650.00
Select the Bank from the list and	All Banks State Bank of India	Processing fee: 10.00 INR GST: 1.80 INR
click on 'Pay Now' to make the payment	Use your GSTIN for claiming input tax (Optional) Pay.Now	Total: 7661.80 INR
	Cancel	APM ID: PG_TRANS_396
	ung Bhim upi	

12. Enter the bank credentials and login to make the payment

LOGIN (CARE: username and password a	ire case sensitive)					ON		/IRTU	AL KE	EYBO	ARD			
• Personal Banking	·			0	#	\$	%	•	&		(
Corporate Banking / yono BUSI	NESS		2	4	8	3	0	9	6	5	1	7	-	-
User Name *		q	w			е	р	У	u	0	i	ł	}	
User name	New User? Register here	d x	a v	f c	g z	s b	k n	l m	h <) >	[;	1		
Password *	Forgot Login Password		C	APS LOO	ск			· · ·	CLEAR				?	
Password	Forgot Username													
DISCLAIMER:	rice provider. Bank is only facilitating a payment m	echanism and is	not res	sponsibl	le for a	any def	iciency	by the :	service	provid	er.			

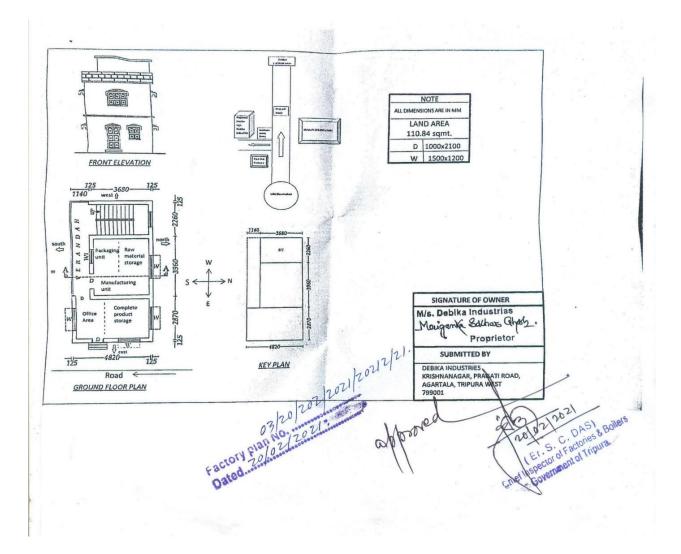
13. After the submission of the application and payment of fees, the applicant can check the status of his applications by clicking on 'Application List'. A table will be displayed showing the status of all applications submitted by the applicant. The table will also display the payment status as shown below.

Dashboard	«	A table will display the list of app Manufacturing Process and mbined list their status such as submitted, dra										
common Application Form		Application Date From	Ap	plication Date To	Department			Application T	ype			
pplication List	4	DD/MM/YYYY		DD/MM/YYYY	Select Department			- Select Ap	plication Type			
pplication Process	~					Reset						
Ipload Existing Licence						Search						
tenewal								Ľ.				
nspection		Application Number	Application date	Application For – NOC/License		Department	Application Typ	Status	Payment Status	Renewal Date	Due Date	Actio
pecial Services	~	CFE-16-000001		Application for Feasibility & Estin	nationof Water Connection	PWD (Drinking water and Sanitation)	CFE	Submitted	Pending	NA	19/02/2021	=
ncentive	~	CFE-04-000003	07/01/2021	Factory Plan Drawing Approval		Factories & Boilers Organisation	CFE	NOC Issued	Success	NA		=
ppeal		CFE-28-000002		Application for Fire Advisory		Directorate of Fire Service	CFE	Submitted	Pending	NA	11/12/2020	=
		CFE-65-000001	01/09/2020	Establishment - Water and Air Ac	t, 1974 – Red	Tripura State Pollution Control Board	CFE	Submitted	Success	NA	17/09/2020	=
		CFE-27-000002	01/09/2020	Application for building approval	l from ULB	Urban Development Department	CFE	Submitted	Success	NA	17/09/2020	=
									-			

14. Once the certificate/NOC has been issued, the applicant can click on the 3 horizontal bars in the 'Action' column corresponding to the NOC desired and click on 'Download Certificate' as shown below

Dashboard		Manufacturing Process >	Combined List				ad the NOC/Ap plan drawing ap				s correspondir
Common Application Form		Application Date From	Ar	plication Date To	Department			Application T	ype		
Application List		DD/MM/YYYY	i i	DD/MM/YYYY	Select Department		~	Select Ap	plication Type	\mathbf{X}	
pplication Process	*					Reset Search				$\langle \rangle$	
pload Existing Licence						Search				$ \land \land$	
enewal											
spection		Application Number	Application date	Application For – NOC/License	2	Department	Application Type	Status	Payment Status	Renew I Date	Dut Date
ecial Services	~	CFE-16-000001		Application for Feasibility & Est	limationof Water Connection	PWD (Drinking water and Sanitation)	CFE	Submitted	Pending	NA	19/02/2021
entive	~										$\langle \rangle$
ievance		CFE-04-000003	07/01/2021	Factory Plan Drawing Approval		Factories & Boilers Organisation	CFE	NOC Issued	Success	NA	4
peal		CFE-28-000002		Application for Fire Advisory		Directorate of Fire Service	CFE	Submitted	Pending	NA	Download Certific
		CFE-65-000001	01/09/2020	Establishment - Water and Air J	Act, 1974 – Red	Tripura State Pollution Control Board	CFE	Submitted	Success	NA	Transaction Histor
		CFE-27-000002	01/09/2020	Application for building approv	al from ULB	Urban Development Department	CFE	Submitted	Success	NA	17/09/2020
		¢									

A sample certificate for approval of factory plan.



Once the Factory Plan has been approved, the applicant can proceed with application submission process under CFO for the Factory License

15. To apply for the factory license, click on 'Application Process' and select 'Consent for Operation (CFO)' and fill up the form that appears. Make sure to click on the 'yes' radio button for the questions related to Factory License.

For the factory license, click on Application Process select Consent for Operation (CFO) and fill up the for		Logged in as swaagat_m_test
Dushboard Common Application Form > Questionnaire		All * marked fields are mandatory
Common Application Form		
Do you like to apply for new factory license?		
Application Process Yes No		
Consert for Stabilization(CIT) Consert for Stabilization(CIT) DBUG CONTROL Are you planning for manufacturing drugs?*	Are you planning for manufacture medical device? *	
	No V	
Upload Existing Licence		
Renewal LEGAL METROLOGY RELATED		
Inspection Does the unit intend to manufacture weights, measures, weighing & measuring inst	ruments?	
Special Services V () Yes () No		
Incentive 🗸		
Grievance	Next >	
Appeal		

16. After the user finishes answering the questionnaire and depending on the user inputs, the system will automatically populate all the approval that the user requires. The user can select and deselect the approval that he wants to apply at any given moment and click 'Next'

SWAAGGAT			ll display all the NOC/Approva n the questionnaire filled in t			ed in as agat_m_test 🖃 🕛
• Dashboard	Dashboard >	CFO > Applica	ition		ne NOC/Licenses you	ked fields are mandatory
Common Application Form	THE FOLLOW	ING ARE THE	APPROVALS REQUIRED FOR OPERATION OF YOUR UNIT	want to a	pply now and click 'Next'	
Application List						
Application Process	Apply For Approval	SI. No.	Approval Required for	Department Name	Already Applied?	Fee (Rs.)
Consent for Establishment(CFE)						
Consent for Operation(CFO)		1	Application for NOC from Electrical Inspectorate	Electrical Inspectorate	No	₹0.00
other Services Upload Existing Licence		2	user Charges	Tripura Industrial Developme	nt Corporation Limited No	₹7,500.00
Renewal Inspection		3	Factory Licence	Factories & Boilers Organisati	ion No	₹0.00
Special Services 🗸 🗸					Total Fee	₹7,500.00
Incentive 🗸						-
Grievance				\frown		
Appeal				< Previous Next >)	

17. Fill up the questionnaire that follows and click on 'Next'

SWAAGAT	Fill in the details requested in the form	and click 'Next'
	C Dashboard > CFO > Application	All * marked fields are mandatory
Dashboard	FACTORY LICENCE	
Common Application Form Application List	Manufacturing Process * Manufacturing Deta	ils *
Application Process		desktop computers, laptop computers, hand-held computers (e.g. PDA),
Consent for Establishment(CFE)	indiminante con	puters and computer servers ≓
Consent for Operation(CFO)	Hazardous Operation * Dangerous Operation	on *
Other Services	11 None of these None of these	
Upload Existing Licence	Total Manpower employed	
Renewal Inspection	240	
Special Services	Maximum number of workers proposed to be employed on any one day during the year	tory *
Incentive	240	
Grievance	Power Details	
Appeal	Nature of the power to be used *	
	Type of factory * () All factories (except Power Generating stations and electrical sub-station) Electricity Generating Station Electricity I	Transforming and Transmitting station or sub-station
	Installed * Proposed to be installed * Total of power to be	e used * Unit of Power *
	400 200 600	● HP ◯ KW
	License required for how many years ? *	
	10	
	OCCUPIER DETAILS Name of the Occupier * S/O, D/O, W/O *	
	AFC WAFC	Browse
	Residential Address of the Occupier * PIN *	P.S. *
	N51FL 799001	lkj
	GOVT. Issued Identity Card * Occupier Signature *	Authorization Occupier Signature (By a gadgeted officer) *
	49 unb.jpg REMOVE Building Plan.png REMOVE	Sample-GST-Registratio REMOVE
	MANAGER DETAILS	
	Name of the Manager * S/O, D/O, W/O *	
	Arsene Wenger Arsene Sr.	Remove
		A REAL PROPERTY OF THE REAL
	Residential Address of the Manager PIN PIN 799001	P.S. • ghj
	NUIL 199001	giij
	ifi Identity Card • Manager Signature •	Authorization Occupier Signature *
	49 unb.jpg REMOVE Building Plan.png REMOVE	PAN Card.jpg REMOVE
	Reference number and date of approval of the plans of the site	
	Reference Number * Date * 02/02/202/2021/2012/21 17/02/2021	The approved Factory Plan
	Reference number and date of approval of the arrangements, if any, made for	certificate/NOC number will be automatically populated here.
	disposal of indee waste and effuents and name of the authority granting the approval	Without it the applicant cannot
	Reference Number Date	proceed with the application
	RN123 02/06/2020	submission.
	Arrangement Upload	
	Self Certification - For Additional Documents Name Additional Documents	
	Enter Select file	Browse
	SL No. Document Name File Name Action	
	1 AFC 49 unb • View × Remove	
	< Previous Next > B ² ck t	o list

18. Once the user finishes filling up the questionnaires for the approvals required and click next, the system will show the final list of application(s) and the related amount/fees that the user is required to pay.

SWAAGAT Engle Warder Agertual by All Concernment Agencies in Yours		This will disp	nal list of applications will open. Day the details of fees to be paid	If everything is ok, then click 'I	Logged in as swaagat_m_test
🕊 Dashboard	Dashboard > CF	depending o Application page and the	n the details filled in the previous firm/organisation detail.	agree to pay' and click 'Submit'	All * marked fields are mandat
Common Application Form	FINAL LIST OF A	PPLICATION(S)			
Application List	SL No.	NOC/Licence	Department		Amount
Application Process	1	Factory Licence	Factories & Boilers Organisation		₹165,000.00
Other Services Upload Existing Licence	2	User Charges	Tripura Industrial Development Corporatio	n Limited	₹7,500.00
Renewal				Total Amount	₹172,500.00
Inspection					
Special Services 🗸	I agree to pa	y the 'Total Amount'			
Incentive 🗸					
Grievance Appeal			< Previous Subr	mit >	

19. Click on 'Accept Payment' to proceed.

Deshboard Click on 'Accept Payment' to proceed All * marked fields a	are mandatory				
Dashboard > CFO > Application All * marked fields a	are mandatory				
	All * marked fields are mandatory				
Common Application Form FINAL LIST OF APPLICATION(S)					
Application List					
Application Process A SL No. NOC/Licence Department Amount	nt				
	165,000.00				
	7,500.00				
Upload Existing Licence You have to pay ¥172,500.00					
Renewal Total Amount ₹172,500.4	.00				
Inspection Accept Reject					
Special Services V V lagree to pay the 'Total Amount'					
Incentive					
Grievance					
Appeal < Previous Submit >					

20. Once the Applicant accepts the payment, the system will guide the applicant through the payment process.Select the payment mode and click 'Continue'

GRN	21075AA019	Date: 16-03-2021	
Profile Name			
Payment Mode	Online (Not Selected!)	PRAN/GPF/PayeeCode/TIN/ Actt.No./VehicleNo./Taxid(If Any)	1054
Office Name	Director of Industries & Commerce, Pandit Nehru Complex, Gorkhabasti (04-00-9025)	PAN No.(If Applicable) Select the Paymo	ent
Treasury	Agartala Treasury No-II	Full Name mode and click	Hendry Rupini
Year (Period)	(2020-21) One Time	Address	Agartala
Town/City/District	Agartala	PIN	799006
SNo. Budget I	Head/Purpose	Amoun	t in 2s.
1 0230-00	-104-54-01		165000
2 8443-00	-117-45-01	Select y Payn	nent Moor . 7500
Particulars(If Any)	Swaagat Payment	Deduct:Commissic Credit Card	
Amount In Rs	One Lakh Seventy Two	Total/NetAmount Debit Card	

21. Note the GRN details for future references and click 'Ok'

GRN	21075AA019	Date: 16-03-2021	Note the GRN details for future references
Profile Name			
Payment Mode	Optine (Net Bankine) Please note down GRN/Transacti	onID for your future reference: 21075AA019	1054 f
Office Name	Di Pa (0	ОК	
Treasury	Ad		Hendry Rupini
Year (Period)	(2020-21) One Time	Address	Agartala
Town/City/District	Agartala	PIN	799006
1 0230-00-	Head/Purpose -104-54-01 -117-45-01	Ar	nount in Rs. 165000 7500
Particulars(If Any)	Swaagat Payment	Deduct:Commission	0
Amount In Rs	One Lakh Seventy Two	Total/NetAmount	₹ 172500

22. Select the Bank from the drop-down list and click on 'Pay now'

© SBIePay	e	G₹AS
action by using Bank/Card application or contact Payment Details	their bank branch to enable the Card for Card not Present Transaction.	
Debit/Credit Card	Debit / Credit Card	Order Summary
Internet Banking BHIM UPI	(a) Internet Banking	Order No.: 21075AA019
Image: Wallets Image: SBI Branch Payment	Popular Banks	Merchant Name: eGras Tripura Finance Dept
	All Banks State Bank of India	Amount: 172500.00 Processing fee: 10.00 INR GST: 1.80 INR
Select bank from the drop-down list and click on 'Pay now'	Use your GSTIN for claiming input tax (Optional) Pay Now Cance	Total: 172511.80 INR APM ID: PG_TRANS_396

23. Enter the bank credentials and login to make the payment

LOGIN					Г	ONL	LINE V	/IRTU	AL KE	YBO	ARD			
(CARE: username and password	l are case sensitive)													
O Personal Banking				@	#	\$	%	^	8	*	- ()	-	+
Corporate Banking / yono BUS	SINESS	•	2	4	8	3	0	9	6	5	1	7	-	=
		P	w	t	r	e	р	у	u	0	- i -	{	}	1
User Name *		d	а		g	s	k	Т	h	j	I	1	1	1
User name	New User? Register here	x	v	с	z	b	n	m	<	>	;	:	•	
Password *	Forgot Login Password		C	APS LO	ск			(CLEAR			,	?	•
Password	Forgot Username													

The privity of contract is between you and the service provider. Bank is only facilitating a payment mechanism and is not responsible for any deficiency by the service provider.

24. After the submission of the application and payment of fees, the applicant can check the status of his applications by clicking on 'Application List'. A table will be displayed showing the status of all applications submitted by the applicant. The table will also display the payment status as shown below.

ashboard	« Manufacturing Process	Manufacturing Process - Combined List					splay the list o I their status	of applications			
mmon Application Form	Application Date From	Ар	plication Date To	Department		- 1	Application T	ype			
plication List	DD/MM/YYYY		DD/MM/YYYY	Select Department		~	Select Ap	plication Type			
plication Process	~				Reset						
load Existing Licence				-	Search	J					
newal									1		
pection	Application Number	Application date	Application For - NOC/License		Department	Application Type	Status 🔧	Payment Status	Renewal Date	Due Date	Act
cial Services	CF0-57-000058	16/03/2021	Factory Licence		Factories & Boilers Organisation	CFO	NOC Issued	Success	17/03/2022		
entive evance	CFE-16-000001		Application for Feasibility & Estimat	tionof Water Connection	PWD (Drinking water and Sanitation)	CFE	Submitted	Pending	NA	19/02/2021	
eal											
	CFE-04-000003	07/01/2021	Factory Plan Drawing Approval		Factories & Boilers Organisation	CFE	NOC Issued	Success	NA		-
	CFE-28-000002		Application for Fire Advisory		Directorate of Fire Service	CFE	Submitted	Pending	NA	11/12/2020	-
	CFE-65-000001	01/09/2020	Establishment - Water and Air Act, 1	1974 – Red	Tripura State Pollution Control Board	CFE	Submitted	Success	NA	17/09/2020	-
	¢					L		-			

25. Once the certificate/NOC has been issued, the applicant can click on the 3 horizontal bars in the 'Action' column corresponding to the NOC desired and click on 'Download Certificate' as shown below

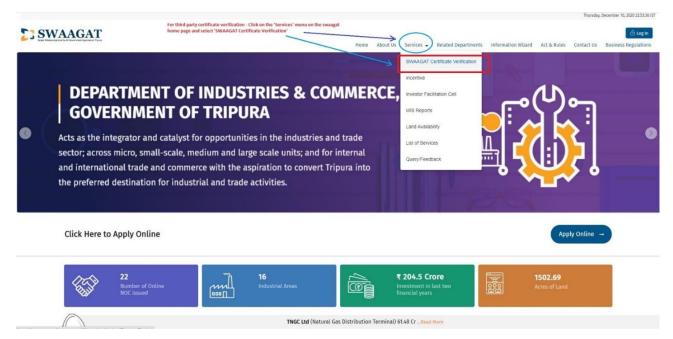
Dashboard	*	Manufacturing Process	> Combined List			To download the certificate, click on the 3 horizontal lines corresponding to the license and click on 'Download Certificate'							
ommon Application Form		Application Date From		pplication Date To	Department	Application Type							
		DD/MM/YYYY	Ē	DD/MM/YYYY	Select Department		~		plication Type				
pplication Process	~												
oload Existing Licence					_	Reset Search							
enewal													
pection		Application Number	Application date	Application For – NOC/License	,	Department	Application Type	Status	Payment Status	Renewal Date	Due Date	Ac	
cial Services	~	CFO-57-000058	16/03/2021	Factory Licence		Factories & Boilers Organisation	CFO	NOC Issued	Success	17/03/2022		Y	
entive	~					-				1	Download Certif	ficate	
evance		CFE-16-000001		Application for Feasibility & Est	timationof Water Connection	PWD (Drinking water and Sanitation)	CFE	Submitted	Pending	NA	Payment Status		
peal		CFE-04-000003	07/01/2021	Factory Plan Drawing Approval		Factories & Boilers Organisation	CFE	NOC Issued	Success	NA	Transaction Histo	ory	
		CFE-28-000002		Application for Fire Advisory		Directorate of Fire Service	CFE	Submitted	Pending	NA	11/12/2020		
		CFE-65-000001	01/09/2020	Establishment - Water and Air J	Act, 1974 – Red	Tripura State Pollution Control Board	CFE	Submitted	Success	NA	17/09/2020		
		<							ems per page: 5 👻	1-5 of 10	IS S 3		

A sample certificate for Factory License is show below

622872024	and the second s			GOVE FACTORIES	Form 7 ibed under Rule RNMENT OF TS & BOILERS OR TO WORK A	IPURA GANISATION			
Registration	No. 1	62951	22230)44		Date of	Reg. 14/0	6/2016	
Licence is he	reby grants	ed to	Mr.	Syamal Debu	ath, Occupier				
For the prem	ises known	1.85	M/s.	Syamal Debu	ath				
situated at			and the second s		strial Estate, H				
and the rules				nen bereinarber	, subject to prov	Sigr Maj Dati Res	ned by Suryap umdar a: 27-05-2024 son: Approve lef Inspector	al 11:57:15	
				lid For Maximum	_	Date of	Excess fee	Date of	Signature
	Calendar Year	numè works	mum ber of ers on he day	Installed Power/Capac in KW or HI		Payment	for late payment	payment	of the Issuing Authority
Granted Under Rule 7									0.10
Renewed Under rule 9	2023 - 2024	2	:0	50 HP	1500	18/11/2023	1500	21/05/2024 (Er. Suryada)	Majumdan
					TRANSFERS		C	Governmen/	actiones 6 DOM
To whom	n transferr	ed	Yes	ar of Transfer		f payment of insfer foe	Sign	ature of the Is Authority	
					AMENDMENT	s			
Year wh amende		Worker	Amende	installed Power Capacity in Kilo watts	Date of payment of amendment fee	Additional fee	Date of Payment	Signature of the Author	
				KEIO WALLS					

Third party verification of NOC/Certificates can be done in two methods.

1. For third party verification of Approval of factory plan by clicking on the 'Services' and selecting the 'SWAAGAT certificate verification' on the home page



On this page the certificates can be verified by entering the 'Factory License number'or the 'UID' number and clicking search. If the certificate had been issued it will be shown below and can be downloaded and viewed for verification.

	+					-	a x
	https://swaagat.tripura.g	gov.in/#/page/services/certificati	e-verification			六 始 Thursday, December 10, 2020	23:17:01 IST
	<u>r</u>	Third party can search for the certificate/NOC/License number	ficate for verification by either using the or the UID number	Home About Us Ser	Wces + Related Departments Information Wizz		Log In
* >> Swaagat Certificate Ve	/					All * marked fields are mandato	ry
UID Number 🖌			Certificate/License/NOC Number		Reset Search		
DETAILS						1	
UID Number			Name of the Unit		Address of the Unit		
							le.
SL No Certificate	e / License /NOC Name - N	lumber with QR Code	Certificate /	License /NOC Name	Department/Organization	Date of Issue Download	
No record found!							
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**	۲	tripura.gov.in Tripura State Portal	incha .govin	1500 Revenues	#startupindia	- Anteside a	
Website Policies Disclaimer Privacy Policy	Explore About Us Online Se		Useful Links meity.gov.in india.gov.in		the states was been		nslate

2. Once the user key in the Certificate number/Factory plan number and click search, rest of the fields such as UID number, Name of Unit, address of the unit will get automatically populated. The issued certificate will be displayed and can be downloaded for verification. Using this search method will only display that specific certificate.

Light Window Ageneral by Al Government Ageneties in Tigure ente	the certificate number/License number is red, click 'search'. The issued certificate/approval be populated in the table below. Home	About Us Services - Related Departments Information W	ි Log In fizard Act & Rules Contact Us Business Regulations
*> Swaagat Certificate Verification Swaagat Certificate Verification UD Number 2020/M00743 DETAILS UD Number	Certificate/License/NOC Number 1920311183448 Name of the Unit	Click on 'download' to v certificate/approval/Lic Reset Search Address of the Unit	
2020M00743	Indian Oil Corporation Limited	Indian Oil Corporation Limite Agartala LPG Bottling Plant o	
SL No Certificate / License / AOC Name - Number with C	IR Code Certificate / License /NOC Name	Department/Organization	Date of Issue Download
1 CF0-57-000001	Factory Licence	Factories & Boilers Organisation	01/01/2021
			y

3. Another way to search for certificate for verification is by using the UID number. Using this method will display all the certificates issued to that vendor/investor. Here the search results show that two NOC/License/certificate has been issued to the vendor/investor if we search using the UID number. Screenshot is shown below.

SWAAC		ther way to verify the issued certificate/approval is using Unique number. Enter the UID number and click 'search'	Home About Us Services 🗸	Related Departments Information Wizard	Act & Rules Contact	Log In Us Business Regulations
☆ >> Swaagat Certifi Swaagat Certifi UID Number 2020M00743	tificate Verification	The table will display all the certificates/lice issued to the vendor till date Certificate/license/NOC Number Enter	nse	Reset Search	All * marke	d fields are mandatory
DETAILS UID Number 2020M00743	/	Name of the Unit Indian Oil Corporation Limited		Address of the Unit Indian Oil Corporation Limited Agartala LPG Bottling Plant project)
SL No Certi	ficate / License /NOC Name - Vamber with	QR Code Certificate / License / NOC Name		Department/Organization	Date of Issue	Download
1 CFO	-57-000001	Factory Licence		Factories & Boilers Organisation	01/01/2021	÷
2 OTH	-84-000003	Application for Registration of Packing	of commodities	Legal Metrology	03/12/2020	*

The table display all the NOC/Approval/License issued to the firm till date