



**Investor Guide on
Education
Sector**

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Overview of Jammu and Kashmir

The former state of Jammu & Kashmir has been reorganized as the Union Territory of Jammu and Kashmir on 31st October 2019. Popular by the sobriquet “Heaven on Earth”, the State is located in the extreme north of the country, with China in the north, Punjab and Himachal Pradesh in the south, and Pakistan in the west. The economy of Jammu and Kashmir primarily relies on agriculture and related sectors, with a significant portion of the population engaged in agricultural and allied activities.

UT Capital	<ul style="list-style-type: none">▶ Jammu (Winter)▶ Srinagar(Summer)
Geographic Area	<ul style="list-style-type: none">▶ 1,20,355 sq. km
Population (Census 2011)	<ul style="list-style-type: none">▶ 12.5 Million
Total Road Length (2019)	<ul style="list-style-type: none">▶ 1,20,034 (km)
Industrial Estates	<ul style="list-style-type: none">▶ 64(Developed)▶ 46(under development)

Education Sector in Jammu and Kashmir

Exports & Economic Contribution

~5% expenditure in education sector to total GSDP of J&K

Resource Availability

J&K has over **27 lakh** students enrolled in schools. The UT has **8 universities** and **50+ colleges**

Existing Ecosystem

- J&K has over **28,805 schools, 8 universities, 70+ colleges, 3,000 ICT labs, 550+ vocational labs** and ~90 residential schools
- Key institutes available - Kashmir/Jammu University, IIT Jammu, IIM Jammu, AIIMS Jammu and IUST

Traditional Strength/ Skill

- J&K traditionally has skilled and educated workforce available which is necessary to develop education sector
- J&K's weather and tranquil atmosphere makes it ideal place to develop education sector

Employment/ Skilled Manpower

- J&K has skilled and educated workforce available
- Leading engineering colleges such as IIT Jammu, NIT Srinagar, AIIMS Jammu and Awantipora, GCET Ganderbal, etc.

Supporting Infra.

- J&K has over 28,805 schools, 8 universities, 70+ colleges, 3000 ICT labs, 550+ vocational labs and ~90 residential schools
- Government planning 50 new colleges, 188 virtual labs, 40 Robotics labs and new residential schools

Sustainable Scalability

- J&K has 27 local students and students from other states in India are a huge source for education industry

Benchmarking of Current Education Scenario

Primary Schools	Schools/ Residential Schools	Colleges/ Universities	Digital Education	R&D/ Innovation Labs
Jammu and Kashmir				
24,000+ primary schools 2000 Kindergartens planned	5000+ secondary and higher education schools	8 universities, 70+ colleges 50+ new colleges to be setup	Negligible infra. Presently (10 labs) 1000 Smart classes to be setup	3000 ICT labs, 550+ vocational labs Additional requirement for labs identified
Himachal Pradesh				
10,000+ primary schools	10,000 secondary and 1,300 High schools HP has leading residential schools catering to thousands of students from all across India	47+ universities offering courses across sector ~90 government colleges and 50+ private colleges	Govt. promoting adoption of smart classes in government schools All govt. schools to have smart classes	~3,500 IT labs, ICT labs and CAL labs Additional R&D institutes and Labs setup across govt. and pvt. Colleges/ universities
Karnataka				
25,000+ junior primary schools 36,900+ senior primary schools	~16,000 secondary and higher education schools 30+ leading residential schools	85+ universities 480+ colleges in the State across sectors/ subjects	Major focus on digital education. State collaborating with leading IT companies	Leading institutes promoting R&D - IIT, IISC, NIIT, etc.

Jammu & Kashmir Education Investment Policy 2020

Vision:

To create a world-class educational ecosystem in Jammu and Kashmir by fostering the spirit of creativity and nurturing a culture of scientific temper and critical thinking which contributes to increased knowledge, wealth and employment in the society.

Focus Areas:

- 1 World Class Residential Schools
- 2 State of Art Colleges & Universities
- 3 Student Scientific Activity Centre
- 4 Skill Development

Policy Interventions

- 1 Streamlining of Administrative Processes
- 2 Syllabus Updation
- 3 Infrastructure Upgradation
- 4 Faculty Support
- 5 Industry Academia Partnership
- 6 Mandatory Apprenticeship
- 7 Hands-on Skilling Program
- 8 MOOC Courses as Electives
- 9 Gap Year - Student Entrepreneur in Residence
- 10 Distribution of Technology Kits

- 11 Annual Science Fair
- 12 Curriculum Examination Reforms
- 13 Career Counselling and Placement
- 14 National/ International Academic Exchange Programme
- 15 Attracting International Mentors
- 16 Jammu and Kashmir Skill Development Mission
- 17 Innovation & Entrepreneurship Development
- 18 Hackathon
- 19 Skill University and Vocational Colleges
- 20 Establishment of Sports University

Incentives:

1

Residential Schools & Colleges

The government of Jammu and Kashmir will emphasize on setting up of Residential Schools which will be at least 2 km away from the city's vicinity/ local habitation. The Government of Jammu and Kashmir will offer "Tailor-made incentives" (which will be at-least more than 5% above) to the investors who will set up the fully residential school & colleges.

2

Capital Subsidy, Interest Subsidy and Refund of Taxes

Subsidy on Capital Investment, Interest subsidy on term loan and Refund of taxes applicable shall be provided as per Jammu and Kashmir Industrial Promotion Policy 2020..

3

Power Tariff/DG Set/Green Energy Option

As per Jammu and Kashmir Industrial Promotion Policy 2020

4

Registration & Stamp Duty Exemption

School/College/ Technical Education Institutes /University shall be eligible for 100% reimbursement of the Stamp Duty, Transfer Duty and Registration Fee paid on sale/lease deeds on the first transaction

5

Performance Linked Grant

Institutes that record a year-on-year ZERO dropout rate shall be eligible to get a grant of ₹ 10 Lakh (Rupees Ten Lakh), within three years of commencement of operations (for the sole purpose of infrastructure enhancement). dropout rate shall be eligible to get a grant of ₹ 10 Lakh (Rupees Ten Lakh), within three years of commencement of operations (for the sole purpose of infrastructure enhancement).

6

Job Placement Assistance

Recruitment assistance of ₹ 10 lakh (Rupees Ten Lakh) to the College/University/ Technical Education Institutes for securing 100% placement, subject to a student placed in a reputed company and minimum onboarding time of 12 months

7

Skill Enhancement/Training Assistance

Assistance shall be provided to School/ Technical Education Institutes /College/University by way of reimbursement of 50% of training fees, subject to a maximum Rs 10,000 (Rupees Ten thousand only) per Teacher/Professor/Lecturer, for obtaining recognized certifications in emerging technologies. The assistance under this category shall be limited to Rs 1 lakh (Rupees One lakh only) per year with a maximum of 10 institutes per year.

Major Development Initiatives

- New Central Sector Scheme notified in 2021 for the Industrial Development of J&K, with an outlay of INR. 28,400 crores
- Jammu & Kashmir received a proposed investment of worth ₹ 87,923 Cr
- Highest-ever Incentive to Industry @ 400% on P&M
- Major Infrastructure Development - Rail and Road connectivity, PFT, Industrial land and CFCs
- Prime Minister's Development Package: 39 Infra projects ongoing/in pipeline
- 5.9 million tonnes of lithium reserves have been found for the first time in the UT

Policy Initiatives:

- J&K Industrial Policy 2021
- J&K Industrial Land Allotment Policy 2021
- J&K Private Industrial Estate Policy 2021
- J&K Ayush Policy 2020
- J&K Health Investment policy 2019
- J&K FDI Policy 2022
- J&K Film Policy 2021
- J&K IT & ITeS policy 2020
- J&K Poultry Policy 2020
- J&K Tourism Policy 2020
- J&K Township & Housing Policy 2020
- J&K Wool Processing, Handloom and Handicraft Policy 2020
- Change of Land use
- Logistic Policy, Export Policy, Startup Policy, Private Industrial Estate Policy(Drafted)

Policy Ecosystem

New Central Sector Scheme for Industrial Development of J&K

- ▶ This scheme was notified on 19.2.2021 by the Department for Promotion of Industry & Internal Trade (DPIIT) to bring about radical transformation in the existing industrial ecosystem of J&K, thereby enabling Jammu and Kashmir to compete nationally with other leading industrially developed States/ UTs of the country
- ▶ The Scheme aims to give fresh thrust to industry and services led development of J&K with emphasis on job creation, skill development and sustainable development by attracting new investment and nurturing the existing one, The scheme is for the duration of 2021-22 to 2036-37 with

total financial out lay of Rs. 28,400 crore and envisages four types of incentives namely

- ▶ Capital investment incentive (CII)
 - For Zone A - CII @30% of investment, maximum up to INR 5 Cr
 - For Zone B - CII @50% of investment, maximum up to INR 7.5 Cr
- ▶ Capital interest Subvention (CIS)
 - CIS at the annual rate of 6% for maximum 7 years on loan amount up to INR 500 Cr for investments.
- ▶ GST Linked Incentive (GSTL)
 - GSTL Incentive equal to 100% of the gross GST for 10 years maximum upto 300% of eligible value of investment.
- ▶ Working Capital Interest Subvention (WCIS)
 - WCIS is 5% Interest subsidy for existing units on working capital loan for 5 years, maximum up to INR 1 Cr

Jammu and Kashmir Industrial Policy

- ▶ Policy is effective from Apr-21 and will remain in force for 10 years
- ▶ Policy to provide incentives to New, Existing units and Existing units undertaking substantial expansion
- ▶ New units to get 100% exemption of stamp duty
- ▶ Units to be incentivised for investment in pollution control equipment and adopting environment friendly production technologies
 - 60% of the cost of Pollution Contron Devices maximum of INR 50 lakhs.
 - 50% subsidy on the expenditure incurred.
- ▶ Additional support to existing units
 - Turnover incentive for 5 years of 3% for Micro and 2% for small, medium and large units
 - Net SGST reimbursement for 10 years

J&K Industrial Land Allotment Policy

- ▶ The 'Industrial Land Allotment Policy 2021-30' was approved to pave way for investments in health institutions, medicities, educational institutions and edu-cities in the UT
- ▶ The adoption of the J&K Industrial Land Allotment Policy 2021-30 was approved to evolve a highly structured industrial land bank for promoting equitable industrial growth in the union territory

Policy for promotion of Foreign Investment in J&K

- ▶ The Jammu and Kashmir administration approved the first-ever foreign direct investment (FDI) policy for the union territory in Feb-22, based on

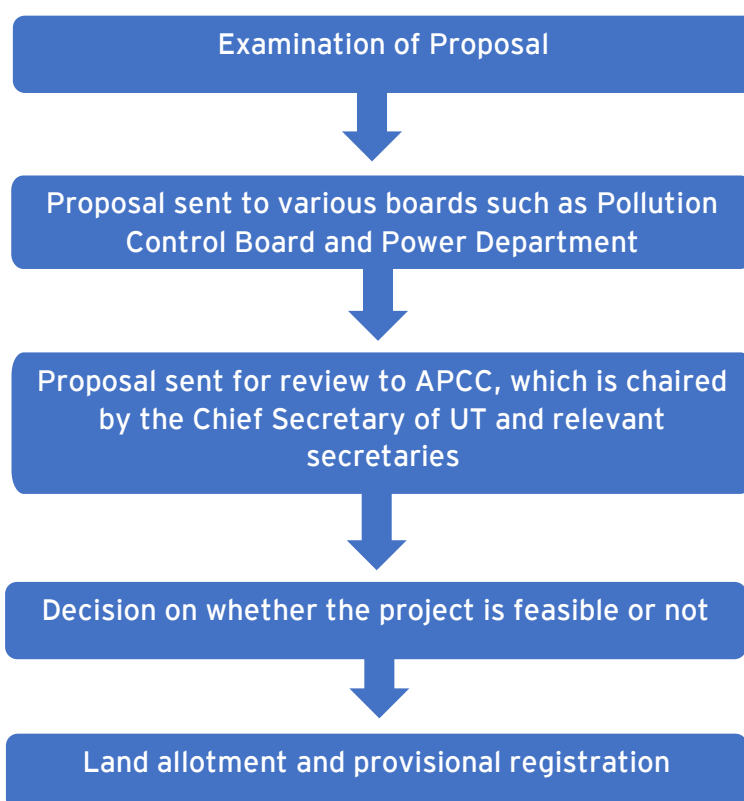
the guiding framework on FDI issued by the Government of India through the Reserve Bank of India (RBI) and the Department for Promotion of Industry and Internal Trade (DPIIT), it will be valid for 10 years.

- ▶ The policy would aid foreign investments of over Rs. 100 crore with a minimum stake of 51 percent for the foreign entity.
- ▶ It will pave the way for identifying parcels of land in various industrial estates "to be given exclusively to industries with foreign investments, including vertical rise premises in the form of multi-purpose buildings, complexes, with plug-and-play facilities.

Single-window clearance mechanism

APCC, a high-power clearance committee, has been set up to rapidly clear projects under the chairmanship of the Chief Secretary of the UT. The committee serves as a single-window clearance system for projects related to all cases of export-oriented units and prestigious units:

Process Flow:



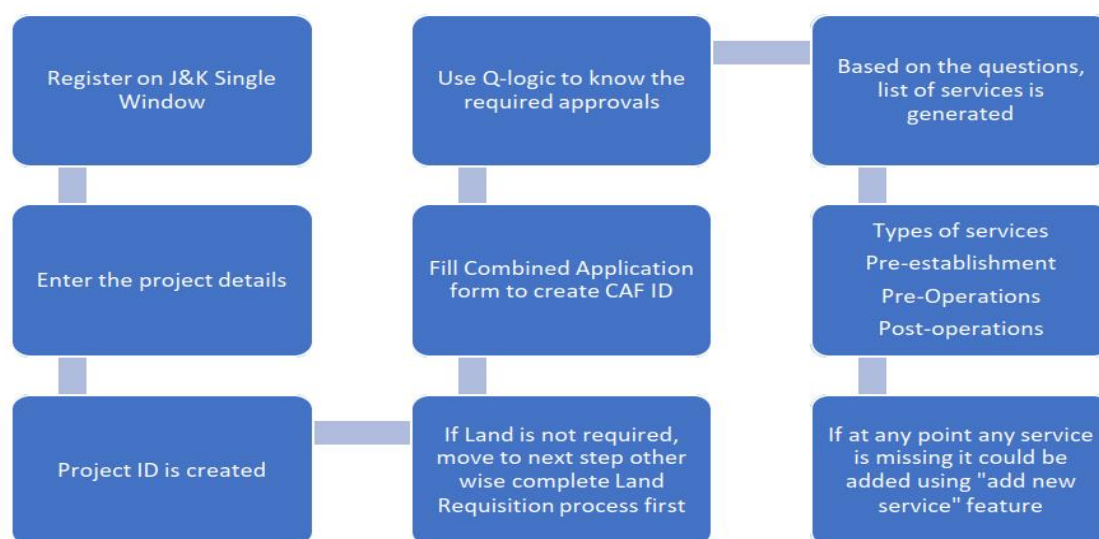
The entire procedure is completed within a maximum time-frame of two months.

State Single Window Portal

J&K has come up with State Single Window Portal (InvestJK) for providing ease of application to investors, who are looking to start a business in the UT. Applicants/Investors can submit application through Single Sign On (SSO) for all the services/NoCs required from stakeholder departments. All respective departments are integrated with Single Window Clearance system (InvestJK) to enable single point access for all the functionalities like tracking application, MIS Dashboard access, Grievance redressal, feedback etc.

The SSO provides ease to Investors and he/she doesn't need to visit different department portals for different services and everything gets governed and submitted through State Single Window Portal.

Process flow for an investor looking to start a business in J&K



Steps involved

- ▶ Register and login
- ▶ Document upload
- ▶ Society Registration
- ▶ Partnership Registration
- ▶ Project Creation
- ▶ Land Requisition
- ▶ CAF ID creation
- ▶ Applying for services
- ▶ Services Available
- ▶ Available Incentives

Your Approval List

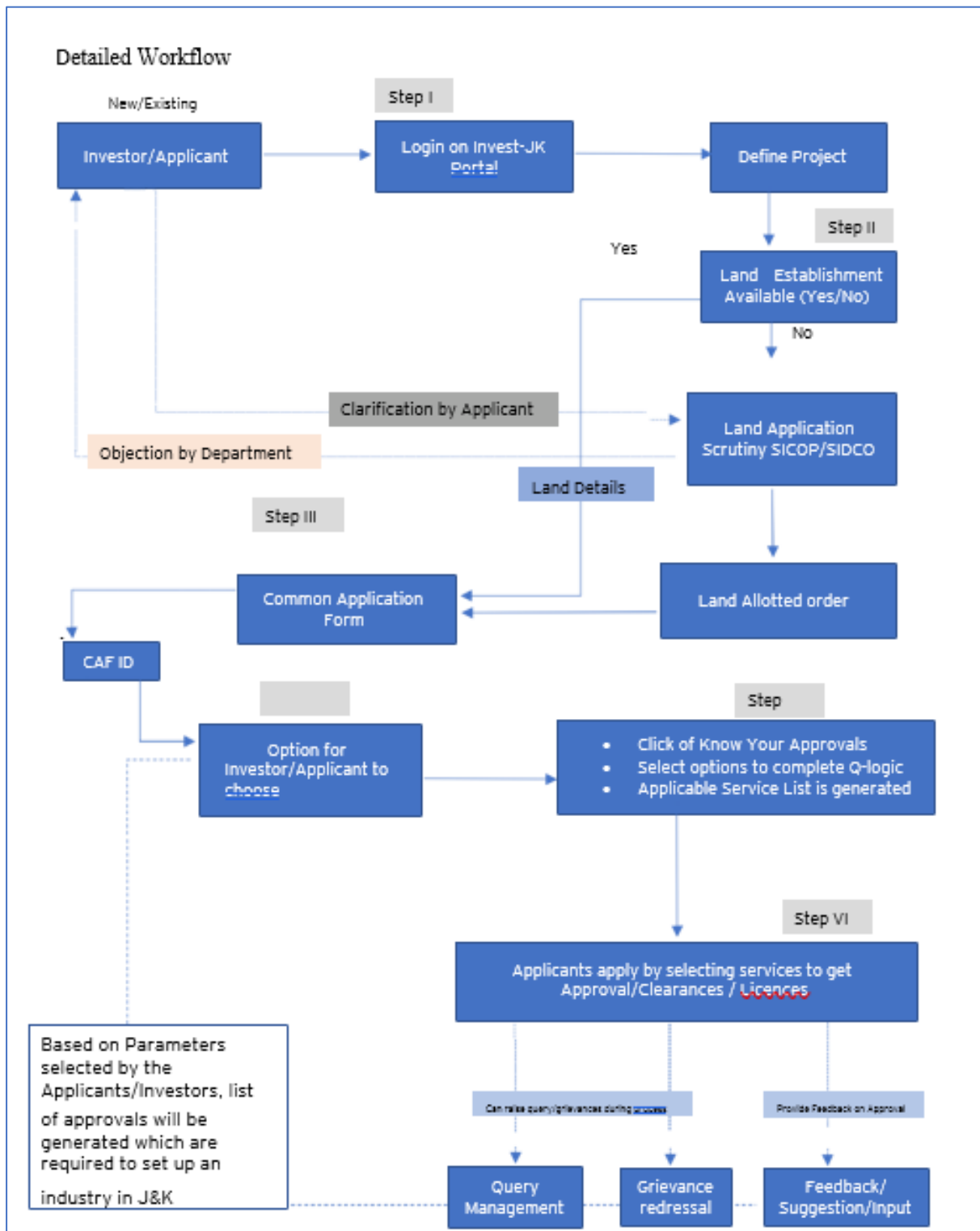
Sr. No.	Service Type	Service Department	Service Name	TimeLine	SOP
1	Pre-establishment Approvals	Industries & Commerce Department	Advanced/ EM-2 Registration	15	View/download
2	Pre-establishment Approvals	Industries & Commerce Department	Assessment of raw material & finished goods	30	View/download
3	Pre-establishment Approvals	Industries & Commerce Department	Change in Location	30	View/download
4	Pre-establishment Approvals	Industries & Commerce Department	Change in Name & Style	30	View/download
5	Pre-establishment Approvals	Industries & Commerce Department	De-registration of Units	21	View/download
6	Pre-establishment Approvals	Industries & Commerce Department	Initial / EM-1 Registration	30	View/download
7	Pre-establishment Approvals	Industries & Commerce Department	Land Allotment Application	30	View/download
8	Pre-establishment Approvals	Industries & Commerce Department	Prior Permission for additional products	30	View/download
9	Pre-establishment Approvals	Industries & Commerce Department	Prior Permission for substantial- Expansion Additional Line of Activity	30	View/download
10	Pre-establishment Approvals	Industries & Commerce Department	Registration of Partnership firm	30	View/download
11	Pre-establishment Approvals	Industries & Commerce Department	Transfer of Lease Hold Rights of Units	30	View/download
12	Pre-establishment Approvals	Labour Department	Registration under The Shops and Establishment Act	30	View/download
13	Pre-operation Approvals	Industries & Commerce Department	Merger of Units	30	View/download
14	Pre-operation Approvals	Labour Department	Registration of Establishments Employing Contract Labour under Contract Labour Act	30	View/download

Workflow procedure

Investors will create login credentials at <https://www.investjk.in/> (OTP enabled)

- ▶ Applicant/Investor will first define project details and enter information "Whether Land/Establishment is required or not."
- ▶ If applicants don't have any Establishment/Land, he/she can apply for Land Availability Application and submit the application.
- ▶ Application will be scrutinized at SICOP/SIDCO, after that permission will be granted.
- ▶ Once the applicants receive Land Allotment order, they will fill Common Application Form for one time after which CAF ID will be generated.
- ▶ If applicants have land, they will fill the required details and proceed for CAF as defined above.
- ▶ After the issuance of CAF ID, the Applicants will be asked to fill Q-Logic (set of questions)/Select Department services based on which number of approvals will be viewed which needs to be applied with line departments.
- ▶ Existing Applicants who have already filled CAF don't require to opt for Q logic as they can directly add/select service from the drop-down list.
- ▶ Once the applicant applies for the service, department will ensure that service will be given within prescribed timelines.
- ▶ All the applications integrated with different department will be routed/applied through Single Window Clearance System only.
- ▶ Integrated department functioning will remain unchanged and same, but all the activities performed will be tracked by applicant through Single Window Portal only.
- ▶ There would be only one portal for applicants to track down the status of applied Applications.
- ▶ Applicants can also view MIS Dashboard status, put Grievance if any through Single Window portal.

- ▶ Applicants can track down the status of multiple clearances through Single CAF ID.



New User Registration

Investor can register themselves by clicking on the register button. After registration one can access all the investment facility.

Skip navigation Saturday, Feb 26, 2022 10:29:43 | A- | A | A+

Helpline : 0191-2473878 / singlewindowjk@gmail.com

Department Login Login Register

Home About Us EODB Investor Service Information Need Help Contact Us Business Regulations Land Allocation

Register a new account

Already Signed Up? Click Sign In to login your account.

First Name * Last Name * Gender *

Prasun Saurav Male Female Other

Email Address * Mobile No. * Date of Birth *

mailme@gmail.com 9999999999 17-12-1991

Click to Generate OTP

Address of Communication (AOC) * State * Pin Code *

2800 Johnston St. Phalgau Road, Jammu Jammu Kashmir 180010

In the above Registration page user will need to fill in all the details.

User must generate and enter the OTP by specifying his/her e-mail ID. Once the OTP is entered and all the mandatory fields are filled, user will be successfully registered.

Login Page

After registration is successful, user can login with their credentials and access the application to avail the benefits of single window system - J&K.

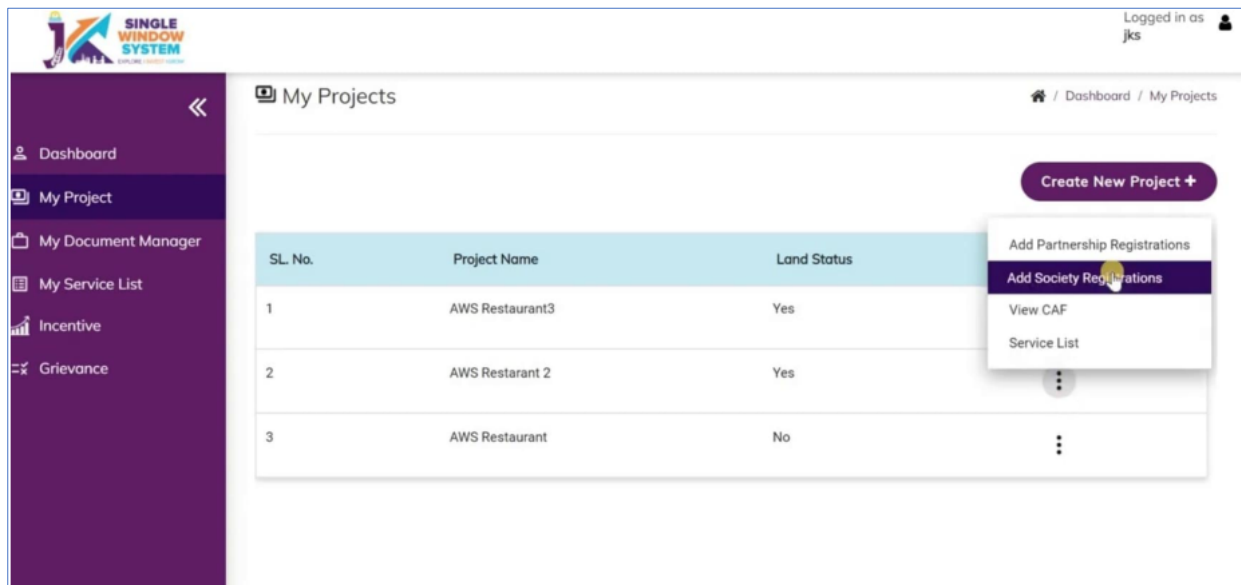


Document Manager

After login, users will land on to the below page. In the left-hand side menu users need to select "My Document Manager", here they can upload all the necessary documents needed for project creation.

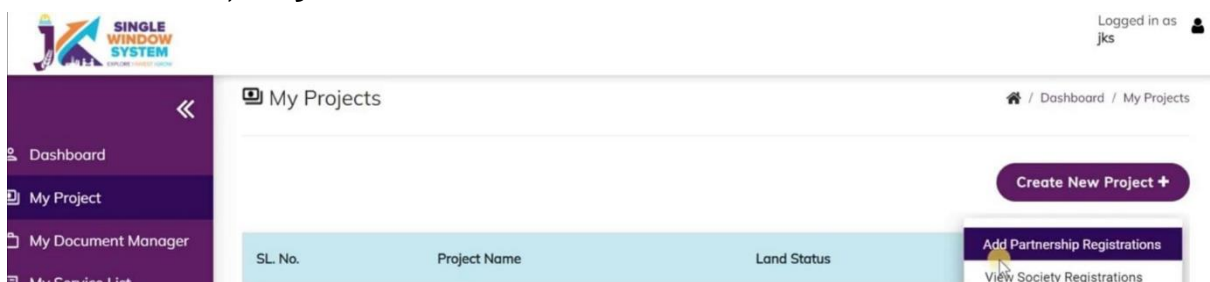
Society Registration

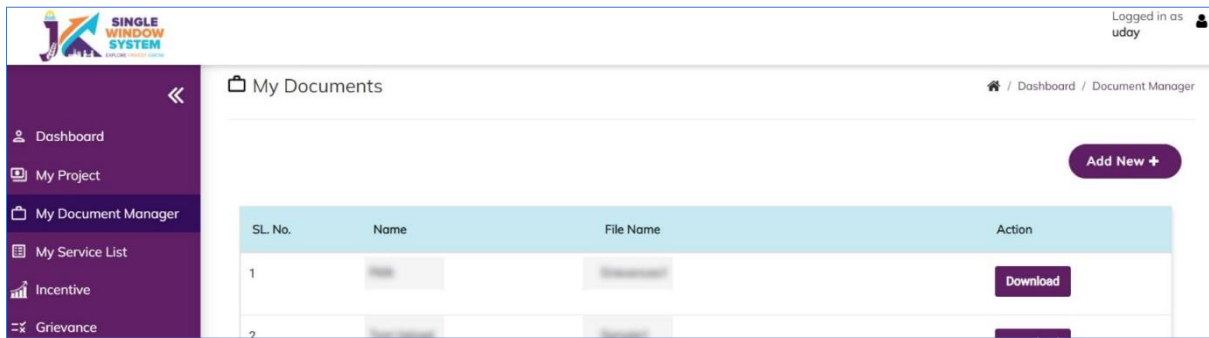
After login, select My Project from the left side menu. From project list in My Project, click on the Action button next to your project name and select Add Society Registrations.



Partnership Registration

After login, select My Project from the left side menu. From project list in My Project, click on the Action button next to your project name and select Add Partnership Registrations.





After clicking on Add Partnership Registrations. Instructions for Firm Registration under J&K Partnership Act, 1996 page will appear. After reading the instructions, click on the continue button.

Below page opens on clicking continue

Details to be filled

- ▶ Firm Name - Enter the name of the firm here.
- ▶ Type of Firm - Select the type of firm whether it is a Self Help Group firm or Firm other than self help group.
- ▶ Resolution duly signed by all Partners - From the dropdown list, select the file of resolution which is duly signed by all the partners.
- ▶ Letter from District Employment Center - From the dropdown list, select the letter from district employment center.
- ▶ Qualification Certificate - From the dropdown list, select the qualification certificate.

NOC from Education Department - From the dropdown list, select the NOC from Education Department.

The screenshot shows the 'SINGLE WINDOW SYSTEM' portal. The user is logged in as 'Prasenjit'. The page title is 'Instructions for Firm Registration under J&K Partnership Act, 1996'. The instructions are as follows:

1. Firm name cannot have words like: **J&K, India, Indian, Emperor, Vigilance, Anti-Corruption**. Applications with any such word in the Firm Name shall be outrightly rejected.
2. Before proceeding ahead for filling the Form for Firm Registration under J&K Partnership Act, 1996, you need to upload following files to Document Manager ([Click here](#) to upload documents to Document Manager)
 - Partnership deed duly registered before Sub-Registrar
 - Rent deed \ ownership \ lease deed duly registered before Sub-Registrar
 - Scanned Photograph of each Partner (separate file for each partner)
 - Scanned Signature of each Partner (separate file for each partner)
 - Self Attested copy of Permanent Residence Certificate of each partner (separate file for each partner)
 - Self ID proof
 - PAN Card of the firm
 - In case of self help group in addition to above ADD Recommendation from concerned District Employment Center OMIT qualification certificate.
3. The Application Fees is Rs.10 (Rupees Ten Only) which can be paid only using payment options like Net Banking, Credit Card, Debit Card, etc

A 'Continue' button is visible at the bottom right of the instructions.

- ▶ Division - Select the division whether it is Jammu or Kashmir
- ▶ Under the list of Partners Information in Partner 1 Details, Enter the following details of the member -
 - Name of Partner - Enter the Partner's name here.
 - Partner Share in Percentage - Enter the partner's share in percentage here.
 - Permanent Address - Enter the permanent address here.
 - Date of Joining - Enter the date of joining of the partner.
 - Age - Enter the age of the partner.
 - Religion - Enter the religion of the partner.
 - Scanned Photograph - From the dropdown list, select the file having a scanned photograph of the member
 - Scanned Signature - From the dropdown list, select the file having a scanned signature of the member.
 - Self Attested copy of State Subject Certificate - From the dropdown list, select the Self Attested copy of State Subject Certificate.
 - Select File Self Attested copy of Ration Card or Election Card or Aadhar Card or Passport or Driving License or PAN Card - From the dropdown list, select File Self Attested copy of Ration Card or Election Card or Aadhar Card or Passport or Driving License or PAN Card

Above detail is to be filled by all the Partners

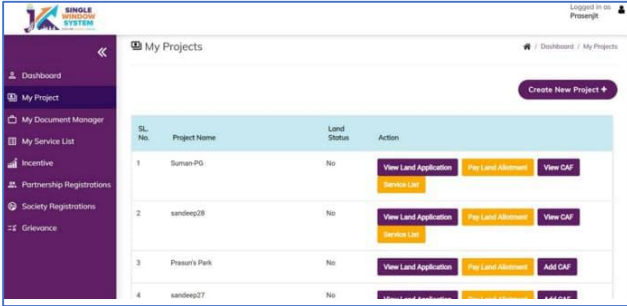
- ▶ Partnership deed duly registered before Sub-Registrar - From the dropdown list, select the partnership deed duly registered before Sub-Registrar.
- ▶ Affidavit - From the dropdown list, select the affidavit.
- ▶ Rent deed duly registered before Sub-Registrar - From the dropdown list, select the rent deed duly registered before Sub-Registrar.
- ▶ PAN Card of the Firm - From the dropdown list, select the PAN Card of the Firm.
- ▶ NOC/Business License, if any, required under an law for the time being in

force - From the dropdown list, select the NOC/Business License, if any, required under an law for the time being in force.

- ▶ After filling the required field, click on the Submit button to proceed. Now, you can view all the filled details.
- ▶ To change/modify any details click on Edit button, else click on the Continue button. Now proceed with payment and after the successful payment the Partnership Registration is completed.

Project Creation

After logging in to the website, users need to select “My Project” in the left side menu. Here they will click on “Create New Project” to create their project.

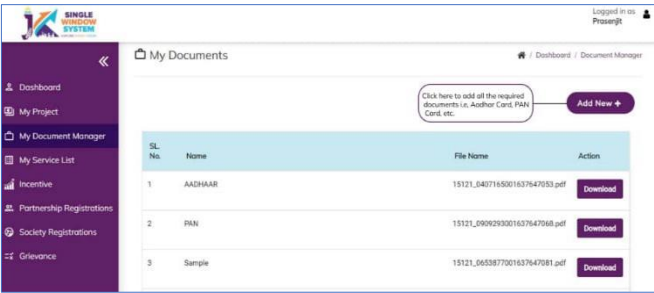


SL No	Project Name	Land Status	Action
1	Suman-PO	No	View Land Application Pay Land Amount View CAF
2	sandeq28	No	View Land Application Pay Land Amount View CAF
3	Prasen's Park	No	View Land Application Pay Land Amount Add CAF
4	sandeq27	No	View Land Application Pay Land Amount Add CAF

Land Requisition

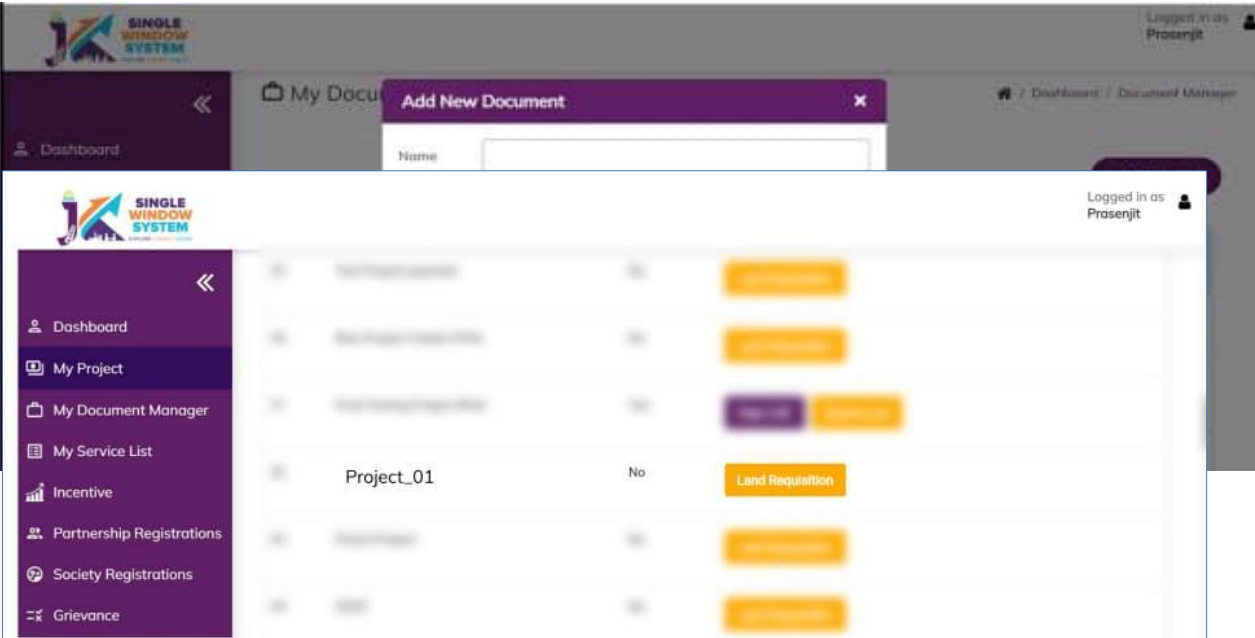
After creating the project, if the investor doesn't require “Land Property”, then they will have to fill the “Add CAF” but if the investor has requirement for “Land Property” then the investor has to fill the “Land Requisition” form. Here we will discuss the second case when the investor requires land property.

STEP 01- Upload the required document in “My Document Manager”. Select My document manager from side menu and click on “Add New” button to add your documents.



SL No	Name	File Name	Action
1	AADHAAR	15121_5407165001637647953.pdf	Download
2	PKN	15121_5909293001637647968.pdf	Download
3	Sample	15121_5655877001637647981.pdf	Download

After clicking on Add New, following screen will appear to upload all the documents.



The image shows two overlapping screenshots from the 'SINGLE WINDOW SYSTEM' dashboard. The top screenshot displays the 'Add New Document' form with a 'Name' input field. The bottom screenshot shows the 'My Documents' table, where the 'Project_01' row has a 'Land Requisition' button in the 'Action' column.

Clicking on the Land Requisition button will open the instruction page, which will have the instructions regarding Land Allotment Application.

1 / Land Availability

1 Business Detail 2 Review Details 3 Fee Payment 4 Confirmation

Land Allotment Application Instructions

1. The Application Fees is as per below criteria. Application Fees can be paid only using payment options like Net Banking, Credit Card, Debit Card, etc.
Up to 1 Acre (8 Kanal) - Rs.10,000
Above 1 Acre (8 Kanals) to 5 Acre (40 Kanals) - Rs.25,000
Above 5 Acres (40 Kanals) - Rs.50,000

2. Following files are required to be submitted during the application process. Kindly upload these files (in PDF file format) in Document Manager before proceeding ahead. [Click here](#) to upload required files before beginning the Form Filling Process.

- Scanned copy of PAN Card
- Document for certifying constitution type of the applicant
- Scanned Copy of DPR (Detailed Project Report)

Continue

After reading the instruction users will click on “Continue” button to proceed to “Business Details” page in which all the required fields are needed to be filled. The page will appear followed by all the field’s description:

BUSINESS DETAIL

- ▶ Name of Unit-Enter the name of unit.
- ▶ Address-Enter here the full address.
- ▶ Industrial Estate-Specify the industrial estate for your business.
- ▶ District Name-Specify the district name of your business.
- ▶ Division-Specify the division your business comes under.
- ▶ Zone-Specify the zone your business comes under.

PERSONAL DETAIL

- ▶ Contact Number-Enter your contact number for your business.
- ▶ Mobile Number-Specify your mobile number.
- ▶ Email ID-Specify your personal Email ID.
- ▶ PAN Number-Specify your PAN Number. Document-Select the required document. The list will show the documents available in document manager.
- ▶ Category of Enterprise-Select the scale of your business that whether your business set up is micro, small, medium, or large.
- ▶ Constitution Type-Specify the type of business to be established whether it is proprietor, Partnership, LLP, Company or Other.

PROPRIETOR'S DETAIL

- ▶ Name-Enter the proprietor's name.
- ▶ Address-Enter here the full proprietor's address.
- ▶ PAN-Specify proprietor's PAN Number.
- ▶ Type of Unit-Enter the unit type. i.e, whether it is manufacturing unit or service unit.
- ▶ Area of Required Land (in kanals) - Specify the required land in kanals. Example -35kanal. Type of Industry - Specify the industry type, i.e, red, orange, white or green
- ▶ Power Requirement-Specify the power requirement.
- ▶ Power Unit-Specify the unit of the power consumption, i.e, KW or HP. Proposed

EMPLOYMENT DETAILS

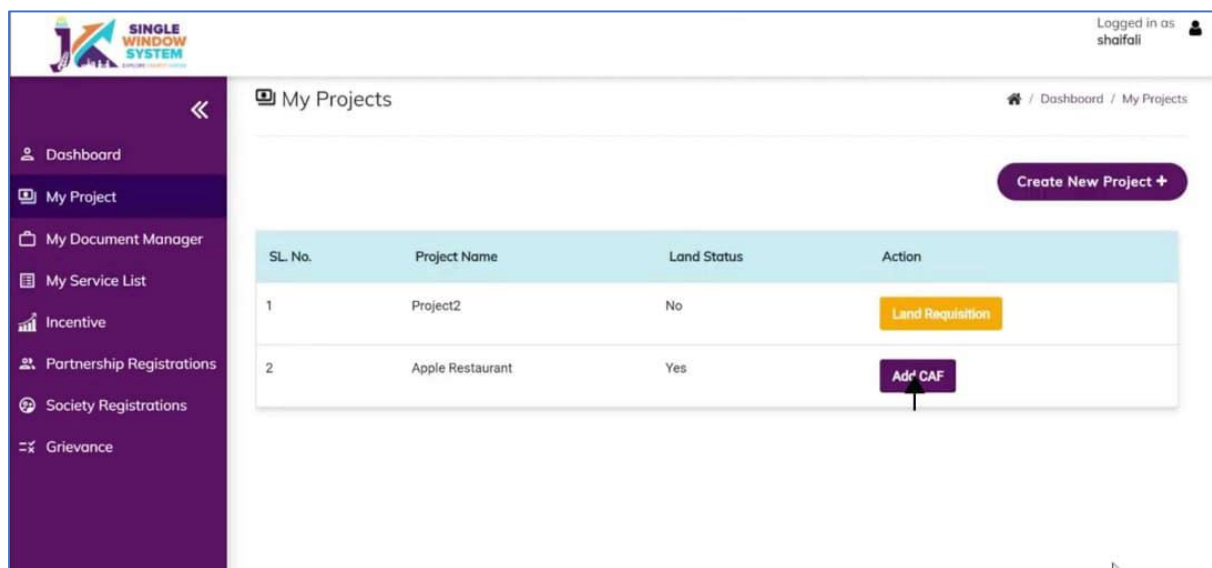
- ▶ Management-Specify the number of management resources in the project.
- ▶ Skilled-Specify the number of skilled resources in the project.
- ▶ Semi-Skilled-Specify the number of semi-skilled resources in the project.
- ▶ Unskilled-Specify the number of unskilled resources in the project.
- ▶ Approximate Project Cost-Specify the approx. cost of the project.
- ▶ Upload DPR-Upload Detailed Project Report (DPR) of your project.

After filling all the details, click on the continue button. After clicking on the continue button, you can view the details. In view mode, you can edit the information if needed and then to proceed click on the continue button. On continuing you will be directed to the payment page where you can make the payment and now your project has been created successfully and you can also see payment details.

Common Application Form

HOW TO AVAIL CAF

After login, select My Project from the side menu and click on Add CA Faction button from the project list. Note: Add CAF button will not come if land requisition payment is incomplete.



The screenshot displays the 'My Projects' interface. On the left is a purple sidebar menu with options: Dashboard, My Project, My Document Manager, My Service List, Incentive, Partnership Registrations, Society Registrations, and Grievance. The main content area shows a table with the following data:

SL. No.	Project Name	Land Status	Action
1	Project2	No	Land Requisition
2	Apple Restaurant	Yes	Add CAF

Additional elements include a 'Create New Project +' button in the top right and a breadcrumb trail: / Dashboard / My Projects. The user is logged in as 'shaifali'.

Following screen will appear.

The screenshot shows the 'Common Application Form' interface. At the top left is the 'SINGLE WINDOW SYSTEM' logo. The top right corner indicates 'Logged in as Prasenjit'. A navigation menu on the left lists: Dashboard, My Project, My Document Manager, My Service List, Incentive, Partnership Registrations, Society Registrations, and Grievance. The main content area has a title 'Common Application Form' and a tabbed interface with 'General', 'Address', 'Project Cost', 'Employment', and 'Line of Activity'. The 'General' tab is active, showing input fields for 'PAN Number *', 'Aadhaar No *', and 'Unit Name *'. Below these is a field for 'Name of Promoter *' with the value 'Prasenjit Gupta'. At the bottom are 'SAVE AS DRAFT' and 'SAVE' buttons.

Project Cost Tab

Project cost tab consist of land value, building value and plant and machinery value. For each section, the investor have to mention the existing investment and expansion investment respectively. Total investment and Total value will be calculated accordingly. Investor can evaluate their total project cost here and save it for the further process.

The screenshot shows the 'Common Application Form' interface with the 'Project Cost' tab selected. The tabbed interface at the top includes 'General', 'Address', 'Project Cost', 'Employment', and 'Line of Activity'. Below the tabs is a table with three columns: 'Existing Investment', 'Expansion Investment', and 'Total Investment'. The rows are: 'Land Value *', 'Building Value *', 'Plant and Machinery Value *', and 'Total Value *'. Each row has three input fields corresponding to the columns. At the bottom are 'SAVE AS DRAFT' and 'SAVE' buttons.

	Existing Investment	Expansion Investment	Total Investment
Land Value *	<input type="text"/>	<input type="text"/>	<input type="text"/>
Building Value *	<input type="text"/>	<input type="text"/>	<input type="text"/>
Plant and Machinery Value *	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Value *	<input type="text"/>	<input type="text"/>	<input type="text"/>

Employment Tab

Common Application Form

General | Address | Project Cost | **Employment** | Line of Activity

	Skilled	Unskilled	Total
Male *	<input type="text"/>	<input type="text"/>	0
Female *	<input type="text"/>	<input type="text"/>	0

SAVE AS DRAFT | SAVE

Under Employment tab of CAF, Investor must mention employment details regarding the project. Here investor must specify the number of skilled and unskilled male and female employees in the project.

In Line of Activity tab, investor must fill all the information regarding the line of activity of the project. All the fields here are mandatory. Line of Activity-Investor must specify the line of activity of the project.

Activities Search-Investor can select the activity from the dropdown list. The dropdown list is dynamic so it will help user with the search by just typing a keyword.

Common Application Form

General | Address | Project Cost | Employment | **Line of Activity**

Line of Activity *

Activities Search

Activity of Enterprise *

Manufacturing Service

NIC 2 Digit Code *

NIC 4 Digit Code *

NIC 5 Digit Code *

Add NIC +

Activity Type: NIC 2 | NIC 4 | NIC 5 | Action

List of Raw Materials to be Used

Add Raw Material +

Name of Raw Material *

SAVE AS DRAFT | SAVE

Activities Search

wool

- 13113 - Preparation and spinning of wool, including other animal hair and blended* wool including other animal hair
- 13123 - Weaving, manufacture of wool and wool mixture fabrics.
- 13133 - Finishing of wool and blended wool textiles.
- 13912 - Manufacture of knitted and crocheted woolen fabrics
- 13932 - Manufacture of carpets and other floor coverings made of wool
- 23102 - Manufacture of glass fibre (including glass-wool) and yarn of glass fibre; nonwoven glass fabrics, mats, boards and similar non-woven products

Example: If user types wool in the Activities Search box then activities regarding wool will start appearing with respective NIC code of that activity like - 13123 - Weaving, manufacture of wool and wool mixture fabrics. Same is shown with the help of screenshot to the left of this example text.

Activities of Enterprise-Manufacturing or Service (Radio Button)-Investor specifies the type of activity whether it is manufacturing or service. NIC Code-The NIC Code is a classification system that enables one to classify the business activities. It is a numeric code in the form of a 2-to-3-digit code, a four-digit code, and a five-digit code. NIC 2 Digit Code, NIC 4 Digit Code and NIC 5 Digit Code are mandatory fields that are automatically populated as we enter the activity by search activities. Investors can also manually enter these fields. After, all the mandatory fields are

filled the investor have to click on Add NIC and the selected fields will now be displayed in a tabular for mass own in the following screenshot as an example.



Activity Type	NIC 2	NIC 4	NIC 5	Action
manufacturing	13 - Manufacture of textiles	1311 - Spinning, weaving and finishing of textiles Preparation and spinning of textile fibres	13113 - Preparation and spinning of wool, including other animal hair and blended* wool including other animal hair	Delete

Similarly, investor can add raw material by clicking on the button Add Raw Material. Now, User can save or save as draft (In case of further entry or edit) and now CAF has been added successfully.

Apply for Services

After login, select My Service List from the left side menu and click on "Add New Service" button.