



# **Investor Guide on Automobile**

## Overview of Jammu and Kashmir Automobile Sector

The automobile sector in Jammu and Kashmir (J&K) exhibits promising potential amidst unique challenges. Geographical hurdles, including difficult terrain and remote locations, impact infrastructure development and accessibility. However, the region's growing middle class and increasing disposable income fuel demand for various vehicles, from two-wheelers to SUVs. Government initiatives, such as subsidies for electric vehicles (EVs) and efforts to improve infrastructure, aim to bolster the sector. Additionally, J&K's status as a tourist destination influences demand for rental vehicles and adventure-oriented transportation. Despite challenges, opportunities exist for local manufacturing, niche markets, and tailored solutions. Addressing infrastructure limitations and creating an enabling business environment are crucial for realizing the sector's full potential.

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

## Automobile Sector in Jammu and Kashmir

### Exports & Economic Contribution:

Despite the absence of automobile manufacturing within the Union Territory (UT), there is a marginal presence of units manufacturing raw materials, notably steel. The existing ecosystem comprises a few MSMEs, manufacturing units, and fabrication workshops. However, the UT is not traditionally known for automobile manufacturing.

### Resource Availability:

While there is a limited presence of units manufacturing raw materials, such as steel, the UT lacks a robust ecosystem for automobile manufacturing.

### **Traditional Strength/Skill:**

The UT does not have a heritage of automobile manufacturing, but efforts are being made to establish Centers of Excellence (COE) in automotive technology in collaboration with Ashok Leyland Ltd at Government ITIs in Kathua and Budgam. Additionally, leading engineering colleges such as IIT Jammu, NIT Srinagar, and GCET Ganderbal contribute to skill development in the sector.

### **Employment/Skilled Manpower:**

Efforts are underway to enhance skilled manpower through regional COEs and leading engineering colleges, which can potentially support the automobile sector in the future.

### **Supporting Infrastructure:**

The Production Linked Incentive (PLI) Scheme for the Automobile and Auto component industry, released by the Government of India with a budgetary outlay of INR 25,938 crores, aims to stimulate growth in the sector. However, supporting infrastructure within the UT is still developing.

### **Sustainable Scalability:**

Neighbouring states with established auto manufacturing ecosystems may provide opportunities for ancillary units within the UT to cater to the demand generated by these industries.

### **Logistics Cost:**

The lack of raw materials and an automobile manufacturing ecosystem within the UT contributes to high logistics costs, posing a challenge for the sector's development.

## **Lithium Bonanza: J&K's Economic Game-Changer**

### **J&K: Ready to Power Future Mobility Lithium "White Gold" Reserve**

A remarkable discovery of 5.9 million tonnes of lithium reserves has been made in the Reasi District of Jammu and Kashmir, marking a significant milestone for the region's economic prospects. Initial assessments from the preliminary G3 report reveal that the lithium found exhibits an exceptionally high-quality grade, with a concentration of 555 parts per million (PPM) compared to the global average of 220 PPM. This discovery propels India to the forefront as the third-largest holder of lithium reserves worldwide, trailing only behind Chile and Australia. The potential economic windfall is substantial, with an expected royalty exceeding Rs 41 thousand crores, reflecting the lucrative opportunities this discovery presents for both Jammu and Kashmir and the nation as a whole.

## Benchmarking of Current Automobile Scenario

R&D and Product Design	Material Supply	Auto Component	Product Assembly	Logistics & Transport	Marketing & Sales
<b>Jammu and Kashmir</b>					
No R&D labs or Toolrooms IIT Jammu, NIIT Srinagar	Marginal presence of units manufacturing raw materials-Steel	10+ Units manufacturing Tractor parts, Auto parts, Rail parts etc	No automotive assembly units in the UT	3000 ICT labs, 550+ vocational labs  Additional requirement for labs identified	Punjab Haryana & New Delhi major consumption markets
<b>Tamil Nadu</b>					
52 Universities  200+ Automobile Engineering Colleges	1300+ Auto Factories  Number 1 in tyre manufacturing	35% of India's auto component production	30+ OEMs  TVS, Hyundai, Nissan, Daimler, etc.	Proximity to ports enabling exports.  Developed auto logistics.	Local and global market  Exports worth more than USD 6 billion every year
<b>Haryana</b>					
International Centre for Automotive Technology  Testing & R&D at NATRiP	Rubber, plastic, and glass manufacturing units	Gurgaon, Manesar, Faridabad major hubs  Minda, Sona Koyo, Anand, JBM	Major OEMs - Suzuki, JCB, Escorts  50% tractors and 60% <sup>2</sup> wheelers produced.	ICDs and Dry ports  Developed auto logistics.	Local and global market  Exports worth USD 1 billion in FY 20

Investing in the automobile sector in Jammu and Kashmir (J&K) presents a unique opportunity due to its status as a virgin market with significant growth potential. Here's a detailed exploration of why investing in this sector in J&K can be lucrative and how investors can tap into this opportunity:

### Untapped Market Potential:

Jammu and Kashmir, with its picturesque landscapes and emerging tourism sector, presents a largely untapped market for automobiles. The region's improving infrastructure, including better road connectivity and ongoing development projects, sets the stage for increased automobile ownership and usage.

### **Rising Income Levels:**

The improving economic conditions in J&K, coupled with increasing disposable incomes, are driving demand for automobiles. As incomes rise, more individuals and families aspire to own personal vehicles for convenience, mobility, and lifestyle reasons. This trend is expected to further boost the demand for automobiles in the region.

### **Tourism and Hospitality Industry:**

Jammu and Kashmir's thriving tourism and hospitality industry, known for its scenic beauty and cultural richness, contributes to the demand for transportation services. Whether it's rental cars, tour buses, or adventure vehicles, there's a growing need for diverse automobile offerings to cater to tourists exploring the region.

### **Geopolitical Stability:**

With the gradual restoration of peace and stability in the region, investor confidence is increasing. Geopolitical stability is essential for attracting investments in any sector, including automobiles. As the region continues the path of peace and development, it creates a conducive environment for businesses to thrive.

### **Government Initiatives:**

The government of Jammu and Kashmir, along with central government initiatives, is focusing on infrastructure development and economic growth in the region. This includes investments in road networks, highways, and other transportation infrastructure, which will further fuel the demand for automobiles.

### **Strategic Location:**

J&K's strategic location offers opportunities for automobile manufacturers and distributors to establish a foothold in northern India. With easy access to markets in neighbouring states like Punjab, Haryana, and Himachal Pradesh, J&K can serve as a distribution hub for automobile companies looking to expand their reach.

### **Diversification of Product Portfolio:**

Given the diverse terrain and climatic conditions in Jammu and Kashmir, there's a need for a wide range of automobile products tailored to suit the local environment. This includes robust off-road vehicles, snow-ready vehicles, and eco-friendly options that resonate with the region's eco-conscious consumers.

### **Employment Generation:**

Investment in the automobile sector not only drives economic growth but also creates employment opportunities for residents. From manufacturing and assembly plants to dealership networks and service centers, the automobile industry has the potential to generate jobs across the value chain.

### **Technology Adoption:**

With advancements in automotive technology, there's an opportunity to introduce cutting-edge features and innovations in vehicles tailored to the needs of consumers in J&K. This could

include technologies related to safety, connectivity, and sustainability, catering to the preferences of tech-savvy consumers.

### **Sustainable Growth:**

Investing in the automobile sector in Jammu and Kashmir should be approached with a long-term perspective, focusing on sustainable growth and responsible business practices. By aligning with environmental conservation efforts, promoting local talent, and contributing to community development initiatives, investors can build a strong foundation for enduring success in the region.

In conclusion, investing in the automobile sector in Jammu and Kashmir offers a compelling opportunity to tap into a burgeoning market with immense growth potential. By understanding the unique characteristics of the region, adapting to local needs, and leveraging government support and infrastructure developments, investors can position themselves for success in this promising market.

### **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)

### 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 Control 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.

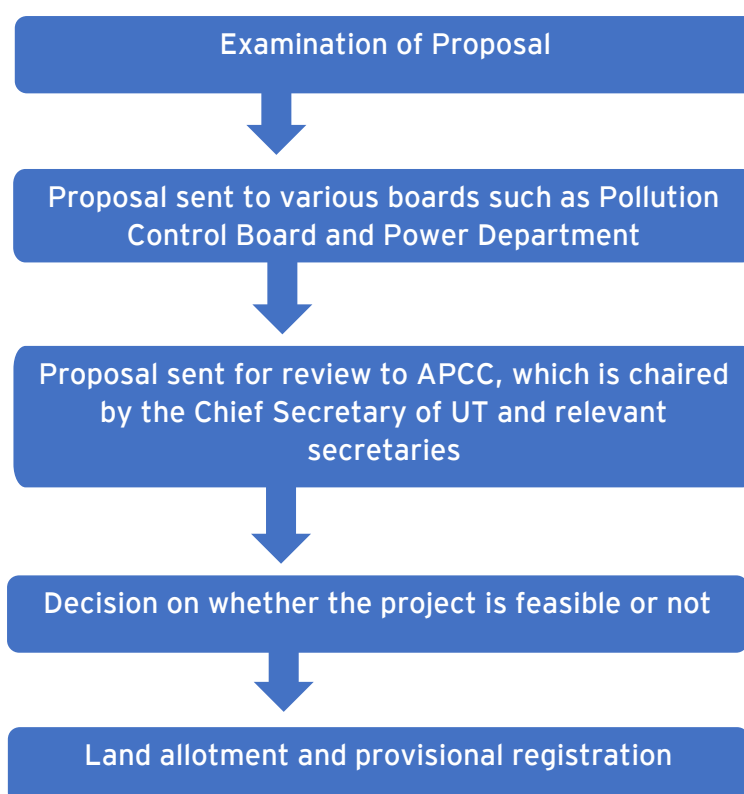
### Policy for promotion of Foreign Investment in J&K

- ▶ 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 crores 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:





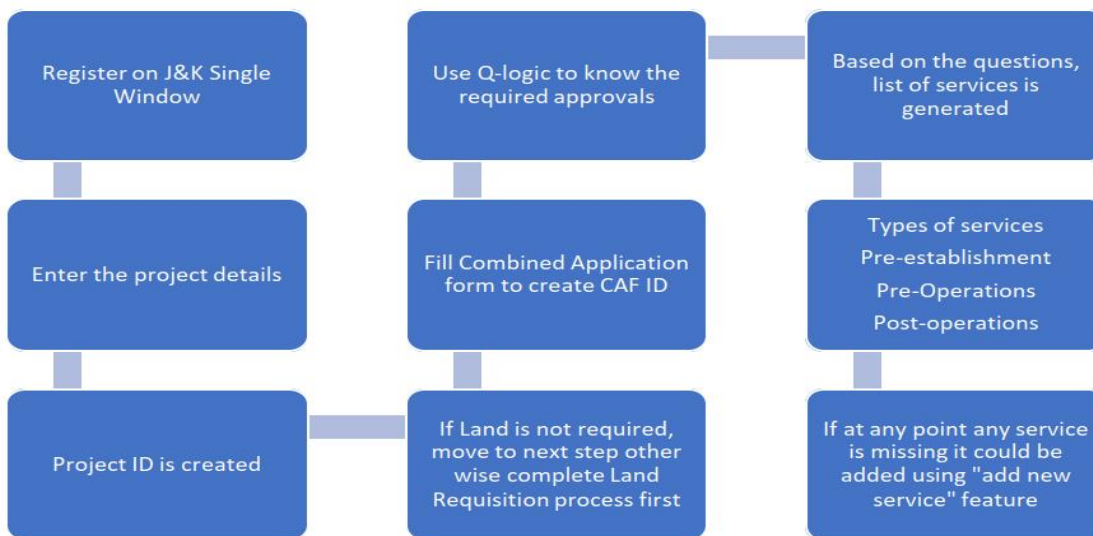
The entire procedure is completed within a maximum timeframe of two months.

## 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

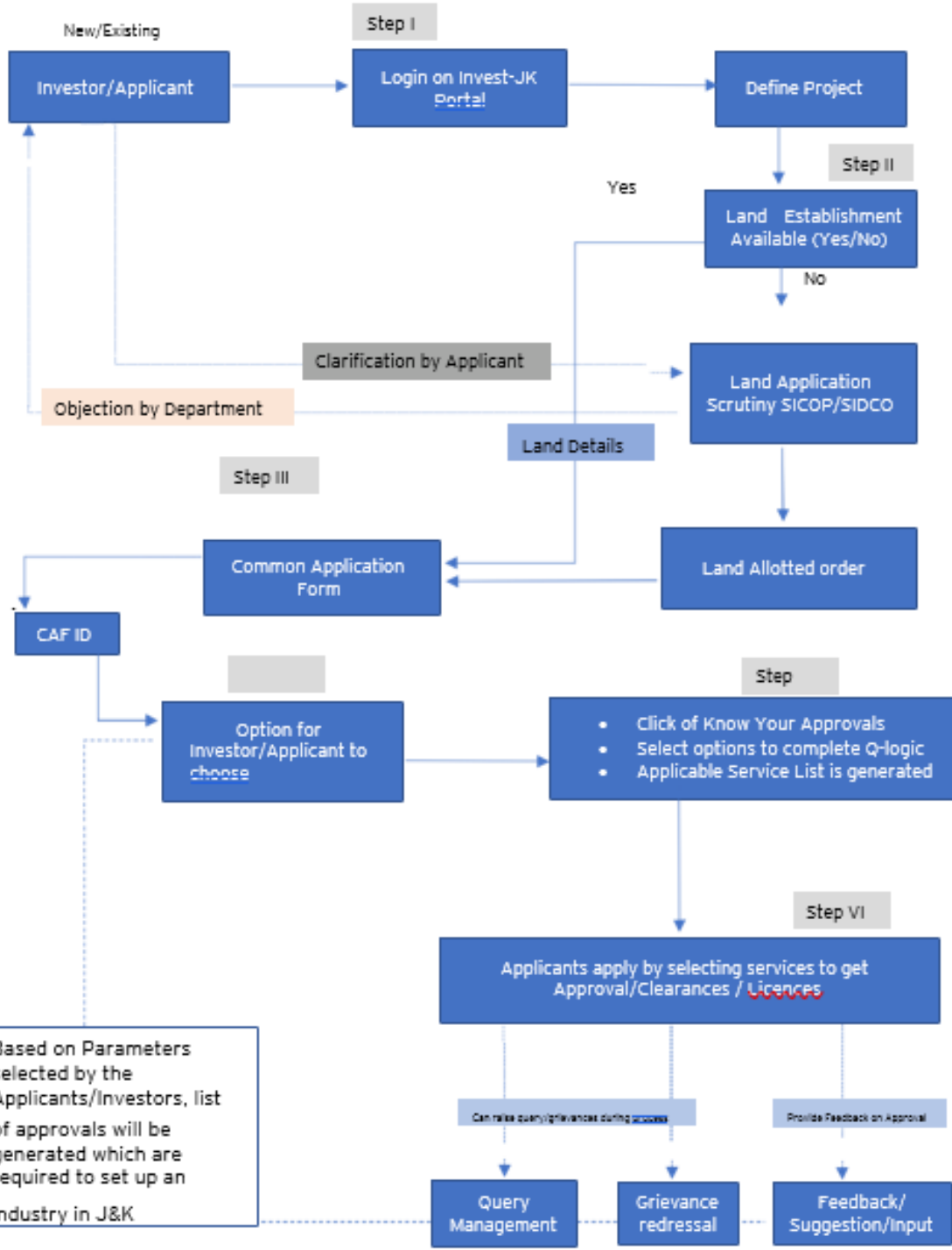
Sr. No.	Service Type	Service Department	Service Name	TimeLine	SOP
1	Pre-establishment Approvals	Industries & Commerce Department	Advanced/ EM-2 Registration	15	<a href="#">View/download</a>
2	Pre-establishment Approvals	Industries & Commerce Department	Assessment of raw material & finished goods	30	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

## 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.

## Detailed Workflow



## New User Registration

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

Register Button  
New user can register themselves by clicking on the Register button

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 \*** Prasun

**Last Name \*** Saurav

**Gender \***  Male  Female  Other

**Email Address \*** mailme@gmail.com

**Mobile No. \*** 9999999999

**Date of Birth \*** 17-12-1991

[Click to Generate OTP](#)

**Address of Communication (AOC) \*** 2800 Johnston St, Phalou Road, Jammu.

**State \*** Jammu Kashmir

**Pin Code \*** 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.

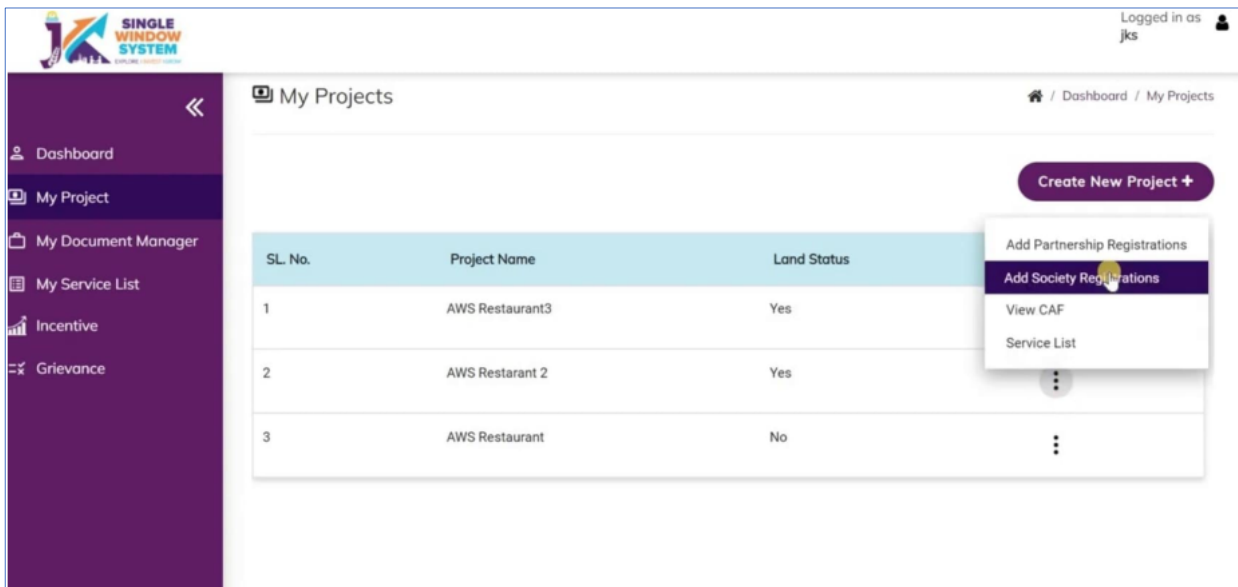


## Document Manager

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.

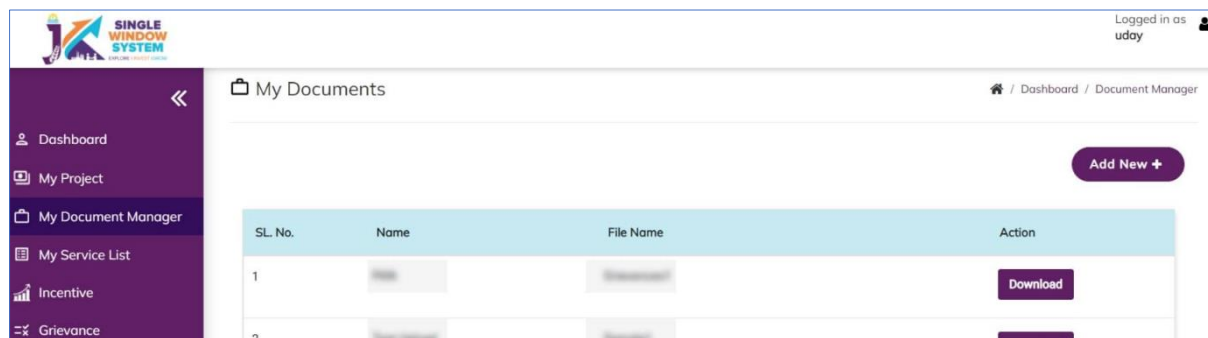
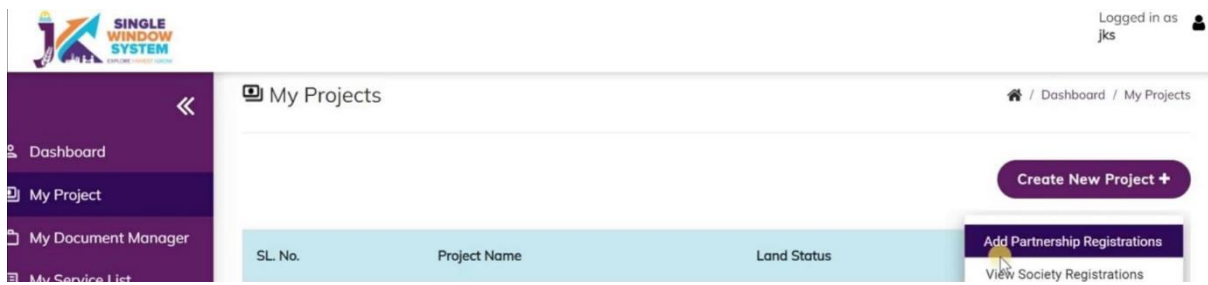
## Society Registration

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

The screenshot shows a web interface for Firm Registration. On the left is a purple sidebar with navigation options: Dashboard, My Project, My Document Manager, My Service List, Incentive, and Grievance. The main content area is titled 'Firm Registration' and has a progress indicator with four steps: 1. Business Detail (active), 2. Review Details, 3. Fee Payment, and 4. Confirmation. The form includes the following fields:

- Firm Name \* (text input)
- Type of Firm \* (radio buttons for Self Help Group and FIRM (Other than Self Help Group))
- Resolution duly signed by all Partners \* (file selection dropdown)
- Letter from District Employment Center \* (file selection dropdown)
- Qualification Certificate \* (file selection dropdown)
- NOC from Education Department \* (file selection dropdown)
- Division \* (radio buttons for Jammu and Kashmir)

## 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 'Instructions for Firm Registration under J&K Partnership Act, 1996' page. The page header includes the 'SINGLE WINDOW SYSTEM' logo and the user is logged in as 'Prasenjit'. 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 located at the bottom right of the page.

- ▶ 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.

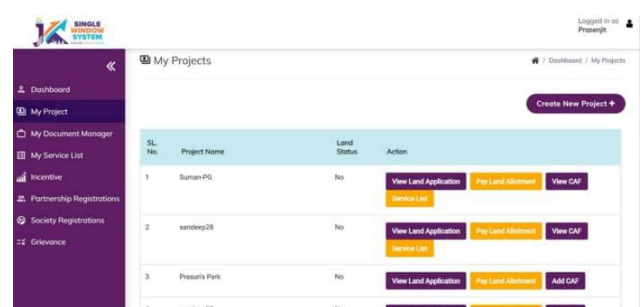
- Partner Share in Percentage - Enter the partner's share in percentage here.
- Permanent Address - Enter the permanent address here.
- Date of Joining - Enter the date of joining of the partner.
- Age - Enter the age of the partner.
- Religion - Enter the religion of the partner.
- Scanned Photograph - 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.

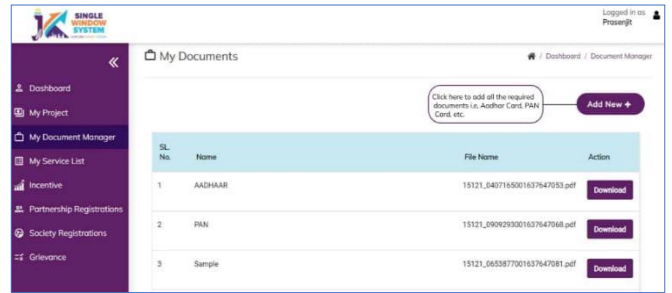


## Land Requisition

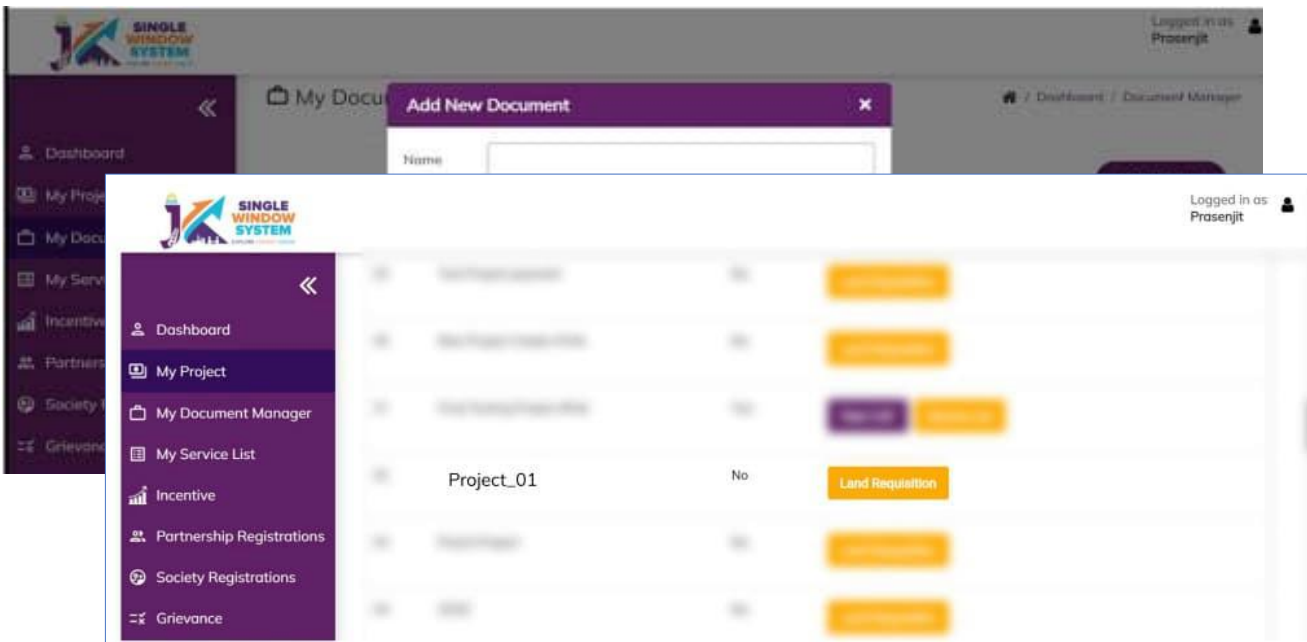
After creating the project, if the investor doesn't require "Land Property", then they will have to fill the "Add CAF" but if the investor has requirement for "Land Property" then the

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.



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



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

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 Kanals) - 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.

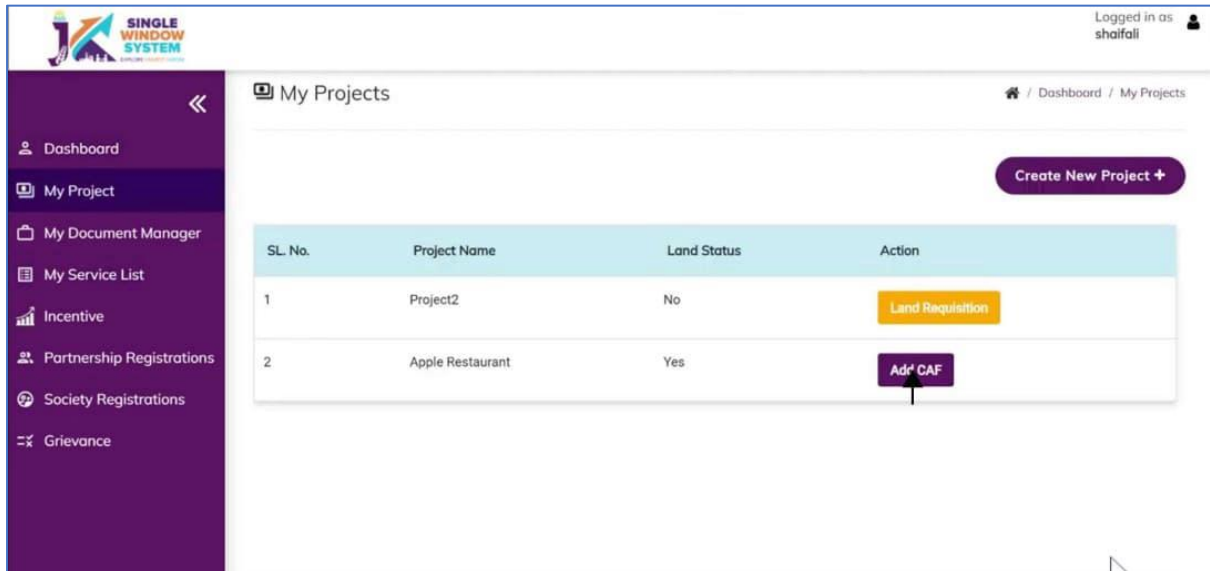
After filling all the details, click on the continue button. After clicking on the continue button, you can view the details. In view mode, you can edit the information if needed and then to proceed click on the continue button. On continuing you will be directed to the payment page

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.



Following screen will appear.

The screenshot shows the 'Common Application Form' page. The user is logged in as 'Prasenjit'. The page has a purple sidebar with navigation options. The main content area is titled 'Common Application Form' and has tabs for 'General', 'Address', 'Project Cost', 'Employment', and 'Line of Activity'. The 'General' tab is active, showing the following fields:

- PAN Number \*
- Aadhaar No \*
- Unit Name \*
- Name of Promoter \* (Prasenjit Gupta)

At the bottom, there are two buttons: 'SAVE AS DRAFT' and 'SAVE'.

## 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.

/ Add CAF

### Common Application Form

General
Address
Project Cost
Employment
Line of Activity

	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"/>

SAVE AS DRAFT
SAVE

## Employment Tab

/ Add CAF

### 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.

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 has to click on Add NIC and the selected fields will now be displayed in a tabular form as shown in the following screenshot as an example.

**Add NIC +**

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.